

THE REGULAR MONTHLY MEETING WAS HELD ON WEDNESDAY, NOVEMBER 20, 2019. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. SPOCK, CHUCK MADISON, STEWART SMITH, JR., THE SOLICITOR, THE ENGINEER AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

For all the people involved in mass shootings across the country.

CITIZENS PARTICIPATION

Mr. Joseph Mummello, 926 Ridge St., Freeland, asked about the SwiftReach callout system. He asked if his tenants could be placed on the callout system. The Board asked if additional phone numbers can be added to the callout system and the Board Secretary stated it could be done. Mr. Mummello will provide the office staff with the phone numbers of the tenants for each address. Mr. Mummello also asked if Freeland Borough has access to the callout system. He was informed the Authority does any message, if asked by Freeland Borough or by the Chief of Police.

APPROVE OCTOBER MINUTES

Mr. Thomas made the motion to approve and Mr. Fisher second. Vote 4-0.

Mr. Fisher asked if the Balas issue was behind us. Mr. Kavitski stated the 5,000 square foot violation rule. If Mr. Balas is over this footage, he would need a permit and Mr. Kavitski is not sure if he is in violation or not. Chuck Madison informed the Board it is his understanding that Franzosa Trucking is finishing the ditch and that all the PA One Calls were placed and are completed on our end. Mr. Kavitski did inform the Board that all of Mr. Balas's stone from the ditch did wash out after the 1st heavy rainstorm.

APPROVE OCTOBER PAID INVOICES

Mr. Fisher made a motion to approve the October paid invoices for the Water Division totaling \$ 90,589.78 and the Sewer Division invoices totaling \$ 78,930.81, and Mr. Thomas second. Vote 4-0. (Reference 2219-A).

CURRENT INVOICES

Mr. Fisher inquired if Well 12 is operational again. Mr. Kavitski stated there are a few things that need to be taken care of but should be back in operation in a few days. Mr. Kavitski said Well 4 is not in operation now because the vertical turbine would not fit, and a submersible turbine needs to be used.

Mr. Thomas made a motion to approve payment of the current Water Division invoices totaling \$ 66,972.68, the Sewer Division invoices totaling \$ 22,432.09 along with RAM Industries invoice totaling \$543.55, Professional Plumbing invoice totaling \$1,940.00, Salnicky Enterprises totaling \$413.00 and the Sandy Run invoices totaling \$ 827.38 and Mr. Kavitski second. Vote 4-0. (Reference 2219-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2219-C.

Mr. Fisher asked if the financial statement balances are with the current invoices out of the amounts given. Board Secretary informed Mr. Fisher the financial statement balances are from end of month not current balances.

The proposed 2020 Water and Sewer Budgets were reviewed at this time. Mr. Kavitski informed the Board the budgets were developed by Board Secretary and himself after looking over last years budgets and contacting vendors to see about cost increases. The percentages were added, and some things were moved around but there are no price increases for our customers this year.

Mr. Fisher did ask if the Authority is on track with the budgets for this year and Mr. Kavitski stated things are close, but the budgets look good. There is no excessive under or overages in the budgets.

Mr. Thomas made the motion to approve the Sewer Budget and Mr. Fisher second.
Roll Call Vote- Mr. Kavitski – Yes, Mr. Fisher – Yes, Mr. Thomas – Yes and Mr. Spock – Yes. Vote 4-0.
(Reference 2220-A).

The Water Budget discussion followed. Mr. Fisher inquired about the loan costs for the project if they were in the budget figures. Mr. Kavitski explained the Water Project was a line item on the expenses, which is the approximate amount for the loan payment with USDA after the project is closed out. Mr. Fisher inquired about the maintenance of properties and SCADA expenses being on the high side of the current budget. Board Secretary informed Mr. Fisher most of the SCADA invoices will be submitted to USDA at the end of the project for reimbursement. Mr. Kavitski stated the figure for maintenance of properties increased in coming year project because well house roofs and fencing will need to be replaced.

Mr. Fisher made the motion to approve the Water Budget and Mr. Thomas second.
Roll Call Vote- Mr. Kavitski – Yes, Mr. Fisher – Yes, Mr. Thomas – Yes, Mr. Spock – Yes. Vote 4-0.
(Reference 2220-B).

The Board Secretary informed the Board the Solvency Fee would be paid to the Commonwealth of Pennsylvania and it is non-refundable to the Authority. The Authority has not paid this solvency fee in many years due to the fact the Authority does not lay off employees.
Mr. Thomas made the motion to deny paying the Solvency Fee and Mr. Fisher second. Vote 4-0.
(Reference 2220-C)

SEWER & WATER ENGINEERING REPORT

See Engineering Report Reference 2220-D.

Water Project – USDA was here on November 12th at the construction meeting to visit all well houses and see the work in progress. Samantha Albert and BL electrical engineer were on site and visited all well houses on November 14th. Hayden Electric is approximately 40 to 50 percent complete per Ms. Albert. Payment App #9 was submitted by Hayden Electric for \$159,219.00. Ms. Albert did review the application, signed the application and is recommending approval by the Board tonight.

Mr. Thomas made the motion to pay Hayden Electric Payment Application #9 for \$159,219.00 and Mr. Fisher second. Vote 4-0. (Reference 2220-E).

Mr. Fisher inquired about the work seeming to take longer than normal. Mr. Kavitski did explain to the Board, Hayden Electric needs to complete one well house at a time because the Authority needs to supply water to the customers. One well house takes approximately 2 weeks to complete in its entirety. Mr. Kavitski did explain the Well 4 was very difficult with the well pump and turbine removal and the condition of the well shaft. The new turbine would not go back into the shaft, so the pump needed to be changed to a submersible and DEP needed to approve a permit. Mr. Kavitski asked Ms. Albert if she has pictures of the Well Houses before and after completing the electrical upgrades, which she does. Mr. Kavitski would like to show this work in the next FMA newsletter.

Leib Drilling for Well 4 & 12 Rehab project-All work completed. Payment Application was submitted for the full amount of \$83,052.00. USDA usually requests 5% of payment application to be held until end of project.

Change Orders:

1. \$1,500 - Additional cleaning Well 4 with drill bit
2. \$2,000 - Rental costs for generator at Well 12 for 4 days.
3. \$7,474.10 – New Certa-Lok drop pipe, check valve – Well 12

Total CO's \$ 10,974.10 USDA needs to approve all Change Orders before submitting payment.
Payment Application #2 Request \$10,974.10 Engineer recommends paying \$10,425.40 with the 5% that USDA requires to be held.

Kohl Bros could not get the pump in Well 4 to go into the pipe. Seems to be an offset in the pipe per Ms. Albert of Borton Lawson. A new submersible pump will be used now and should be in place by next week. Mr. Fisher asked if there would be a re-stocking fee for the pump that would not work, and Ms. Albert

stated Kohl Bros has not informed her of such fee. Minor Permit Amendment for a Public Water Supply is needed which Ms. Albert of Borton Lawson will complete. Next Construction Meeting is December 5th at noon and Ms. Albert will discuss with Kimberley Loftus about time frame for loan closing. Mr. Kavitski wants majority of invoices submitted before closing on the loan. Ms. Albert also informed Board that Hayden Electric is awaiting the VFD panel for Well 4.

Ms. Albert did inquire about Well 12 going back online with DEP and it was never taken out of service per Crystal Mickalowski of DEP, so the Authority can put it into operation. Mr. Kavitski did inform the Board the report on Well 12, it has increased in water production by 25 gallons per minute per Jay Lynch of Meiser & Earl. The report has also shown, Well 4 has increased in water production too per Ms. Albert.

PADEP ACT 537 Special Study

FMA is still collecting data. Will set up a meeting in January of 2020.

POTW Pretreatment Program Development & Implementation

Borton Lawson is also using the samples that FMA is collecting on Citterio USA. Ms. Albert did figure the waste surcharges for September and October. FMA samples that were pulled same day as Citterios were much higher in surcharge numbers.

Mr. Kavitski asked Ms. Albert if she has figured waste surcharge for PGA for BOD and she will compile the information to be submitted. PGA needs to be surcharged just like Citterio. PGA is required to provide FMA with samples, but PGA has failed to do so. FMA will do the samples and FMA will bill PGA for the sampling costs. Samples were started in September so all information will be forwarded to Ms. Albert to figure waste surcharge invoices.

Paul Anthony's son opened another business in PGA building called CMC Polymers and Freeland Borough was not informed of this business per Mr. Murrello, Freeland Borough Councilman. Mr. Kavitski informed Mr. Murrello, this is where the Freeland Borough Pre-Treatment Ordinance comes in and that Foster and Butler Townships Pre-Treatment Ordinance needs to be the same as Freeland Boroughs because FMA treats the waste discharge. Mr. Murrello stated he will work on getting this accomplished in the new year. Ms. Albert did state in the ordinance FMA can inspect any industrial user at anytime and FMA should consider doing this with the CMC Polymer business. As an industrial user, PGA is supposed to have everything labeled and FMA needs to know what the business is using chemically.

Mr. Thomas made a motion to add TSS (Total Suspended Solids) above 200 to the Waste Surcharge bills and Mr. Fisher second. Vote 4-0.

Ms. Albert will investigate a recommended figure for billing for the next meeting. She will also look at the BOD figures as well.

Industrial Pre-Treatment Surveys sent to PGA and Citterio. Ms. Albert of Borton Lawson said Al Augustine of Citterio contacted her about the sampling list. Citterio must sample the entire list and afterwards any non-detects will be eliminated. Deadline for this is December 11th per Ms. Albert.

PGA has not responded to any of the surveys. The surveys were mailed by certified mail and they are received and signed for by PGA.

SEWER DIVISION

Foster Township Supervisors were informed by letter Mr. Michael Spock's term on FMA Board ends December 31, 2019. Mr. Spock informed Foster Township Supervisors he does not want to be re-appointed. Mr. Thomas stated Mr. Spock has done a fine job and Mr. Kavitski stated he would love to have Mr. Spock continue but Mr. Spock declined. (Reference 2221-A).

Letter to 929 Burton Street from Attorney Fagan regarding roof leaders, floor drains and sump pump all connected to the customer sewer lateral. The customer did call Chuck Madison to inform him they will be working with Biro's to make the necessary corrections and will have FMA back for a reinspection when work is completed. (Reference 2221-B).

Mr. Kavitski explained to Mr. Murrello FMA is televising sewer lines to help FMA identify leaks in customer sewer laterals and if sump pumps or roof leaders are connected to sewer laterals too.

1130 Centre Street sewer lateral is leaking. FMA will go from sewer main to edge of customer property. The customer will have to replace terra cotta sewer lateral from the edge of his property through and into his home. Attorney Fagan will draw up a letter for Mr. Ceriani and FMA to sign. The Board all agreed to 50% at start of project and 50% after job completed at the cost of the estimate of \$1850.00 which includes all materials and road restoration.

WATER DIVISION

Mr. Thomas made a motion to approve the RUS Reimbursement Request #21 for \$ 66,907.04 and Mr. Spock second. Vote 4-0. (Reference 2222-A).

Mr. Spock made the motion to accept Ahlborn Enterprises estimate to build an office, kitchenette area with sink and cabinets at the cost of \$6200.00 and Mr. Fisher second. Vote 4-0. (Reference 2222-B).

BORTON LAWSON INVOICES

Mr. Spock made the motion to pay Borton Lawson Invoice #33 for \$3250.00 as built drawings have been received along with Invoice #05 for \$ 1744.96 and Invoice #06 for \$ 662.48 and Mr. Fisher second. Vote 4-0. (Reference 2222-C).

ATTORNEY REPORT

Attorney Fagan working on the Teamsters union negotiations. He will devise a letter to Mr. Ceriani about replacing his sewer lateral to the edge of his property.

MANAGER REPORT

300 feet of 8" ductile pipe across Carone's parking lot installed.

Assisted the electricians.

Installed water line at the Wyoming St PS for shower and eye wash station. Graded the whole area and put down stone.

May consider looking at FMA staff to replace the Centre St Water Line between Chestnut & Front Streets. Leib Drilling took care of Well 9 which was turned off for maintenance but would not restart. Needed to install a new motor. The motor should not have failed at all. It was only 2 years old.

Develop quarterly reports to compare VFD's to help prevent motor problems.

609/611 Main St no contact to see if they took care of illegal floor drains—No contact from him—Attorney Fagan will investigate this situation.

Immaculate Conception also has illegal floor drains and they will take care of them.

OPEN/OTHER ACTIONS

Health Insurances renewal staying with Highmark Blue Care will increase 17%. There are Geisinger plans which would decrease FMA payout, but one plan has a Tier 1 & Tier 2 parts of the plan and the other one, an employee who lives in Carbon County may have a problem with finding doctors. The Board wants to meet with Union on Monday night prior to deciding on health insurance. The Board will continue this meeting.

Mr. Fisher made a motion to accept the resignation of Ryan McDonough as of November 1st and hire Daniel Sienkowski, who passed all background checks along with the physical and drug test with a start date of December 2nd and Mr. Kavitski second. Vote 4-0. (Reference 2222-D).

Two or more units with one address – 710 Birkbeck St. single home with one address but has an apartment on lower level and another apartment on the upper level. The property should be billed for two units per the Board. A letter will be sent to the property owner to inform them they will be billed for 2 units.

The Board, in the future would like to see, if two units are in one property than have the property plumbed correctly with each unit having its own water meter.

Apartment buildings currently are billed flat rate for number of units along with total gallons used and sewer rate by the number of units so this is how the Board will bill multi units with only one water meter present.

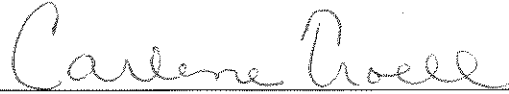
Mr. Kavitski made a motion to continue the meeting on November 27, 2019 at 6 PM and Mr. Fisher second. Vote 4-0.

The Board than went into executive session to discuss union negotiations and wages for non-union employees.

These minutes are certified true and correct to the best of my knowledge.



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary

THE CONTINUED MEETING WAS HELD ON WEDNESDAY, NOVEMBER 27, 2019. PRESENT WERE MR. KAVITSKI, MR. FISHER MR. LINDSEY, MR. SPOCK AND THE SECRETARY.

Mr. Kavitski called the meeting to order.

Mr. Lindsey made a motion to keep Highmark Blue Shield as the employee health care and Mr. Fisher second. Vote 4-0.

Mr. Kavitski made a motion to obtain Cyber Insurance with Coalition Insurance Solutions, Inc. through our insurance broker, Brown & Brown of Lehigh Valley and Mr. Spock second. Vote 4-0. (Reference 2224-A).

Mr. Spock informed the Board, the Foster Township Supervisors, feel they are being charged too much for sewer treatment. Mr. Kavitski asked Mr. Spock how they came to that conclusion. Mr. Spock stated he was not sure how that conclusion was made.

Mr. Kavitski said when he attended the Freeland Borough Council meeting last night, he asked them if Foster Township approached them about a Board Seat for the Foster Township Sewer Authority. The response that he received was they have not heard about a Board Seat on said Authority.


ADJOURN

Mr. Kavitski made a motion to adjourn the meeting and Mr. Spock second. Vote 4-0.

These minutes are certified true and correct to the best of my knowledge.



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary