

THE REORGANIZATION MEETING WAS HELD ON JANUARY 15, 2020, PRIOR TO THE REGULAR MONTHLY MEETING. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. CLYMER, JR., CHUCK MADISON, STEWART SMITH JR., THE ENGINEER, THE SOLICITOR AND SECRETARY.

REORGANIZATION

Atty. Fagan convened the reorganization meeting for calendar year 2020 to order.

Mr. Thomas nominated David Kavitski as Chairman; Mr. Fisher second. Vote 4-0. None opposed.

Mr. Thomas nominated James Fisher as Vice-Chairman; Mr. Kavitski second. Vote 4-0. None opposed

Mr. Kavitski nominated Paul Thomas as Secretary; Mr. Fisher second. Vote 4-0. None opposed.

Mr. Kavitski nominated Richard Lindsey as Treasurer; Mr. Fisher second. Vote 4-0. None opposed.

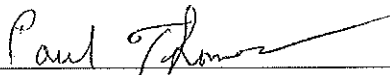
Mr. Thomas nominated Raymond E. Clymer, Jr. as Assistant Secretary/Treasurer, Mr. Fisher second. Vote 4-0. None opposed.

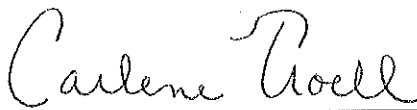
At this time, Atty. Fagan turned the meeting over to Mr. Kavitski, who asked for a motion to retain the following:

Attorney Peter J. Fagan	Solicitor
Borton Lawson Engineering	Consulting Engineer -Sewer Division & Special Projects
Meiser & Earl, Inc.	Hydrogeologists
Snyder & Clemente	Accountant
Community Bank, N.A., ESSA Bank and First National Bank	Depositories
Carlene Troell	Non-Member Secretary

Mr. Fisher made the motion for the retention of all positions that Mr. Kavitski recommended and Mr. Thomas 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

REORGANIZATION 2020

Board Members:

David Kavitski	Chairman
James Fisher	Vice-Chairman
Paul Thomas	Secretary
Richard Lindsey	Treasurer
Raymond E. Clymer, Jr.	Assistant Secretary/Treasurer

Retain the Following:

Peter Fagan	Solicitor
Borton-Lawson Engineering	Consulting Engineer – Sewer Division & Special Projects
Meiser & Earl, Inc.	Hydrogeologists
Snyder & Clemente	Accountant
Community Bank, n.a. & ESSA Bank and First National Bank	Depositories
Carlene Troell	Non-Member Secretary

THE REGULAR MONTHLY MEETING WAS HELD ON WEDNESDAY, JANUARY 15, 2020. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. CLYMER, JR., CHUCK MADISON, STEWART SMITH, JR., THE SOLICITOR, ENGINEER AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

WELCOME MR. RAYMOND E. CLYMER, JR.

Mr. Thomas welcomed Mr. Raymond E. Clymer, Jr. to the Board of Directors of the Freeland Municipal Authority as the Foster Township Representative Liaison. Mr. Clymer stated he will be doing what is best for Foster Township and Freeland Borough while he is on the Board. Mr. Clymer thanked the Board for the warm welcome.

CITIZENS PARTICIPATION

No citizens were present.

WELL 4 & WELL 12 REHABILITATION REPORT

Mr. Jay Lynch of Meiser & Earl, Inc. presented the Board with the rehabilitation report on Well 4 and Well 12. Mr. Lynch went over the process of the pre-rehab reports, bore-hole videos, brushing, scrubbing and cleaning of the wells, and the post-rehab reports.

Well 4 and Well 12 have both increased in pumping capacity on gallons per minute and Mr. Lynch recommended doing the same process on the remaining wells. The task at hand is a little more difficult with the well housing located in a well house but Leib Drilling is very capable at this task. The Authority will be installing data loggers at the wells and this will help with knowing when to schedule rehabilitation on the well. The Authority's wells have never gone through the process of rehabilitation since being put into service. (Reference 2234-A).

Mr. Lynch inquired if the Authority has heard from SRBC regarding all the forms that were filed for compliance for Well 12 to which the Authority responded the SRBC has not been in contact with the Authority.

Mr. Lynch also inquired if the Authority is watching the Deep Woods Well located in Butler Township with said company wanting to withdrawal water for bottling purposes. The Authority did inform Mr. Lynch the Authority is watching and attending meetings regarding this situation. Mr. Lynch did inform the Board of the possibility of this affecting Beech Mountain Residents, The Authority and Can Do in Butler Township.

Mr. Kavitski requested Attorney Fagan to write a letter to SRBC and PA DEP regarding the Deep Woods Well because the Authority is in the same aquifer and the Authority is concerned with this developing situation.

APPROVE DECEMBER MINUTES

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

APPROVE DECEMBER PAID INVOICES

Mr. Thomas made a motion to approve the December paid invoices for the Water Division totaling \$ 146,630.02 and the Sewer Division invoices totaling \$ 58,909.90 and Mr. Fisher second. Vote 4-0. (Reference 2234-B).

CURRENT INVOICES

Mr. Thomas made a motion to approve payment of the current Water Division invoices totaling \$ 135,694.73 along with Moyer Instruments Invoice #28452 totaling \$2960.50, the Sewer Division invoices totaling \$ 65,970.85 and the Sandy Run invoices totaling \$ 183.56 and Mr. Fisher second. Vote 4-0. (Reference 2234-C).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2235-A.

SEWER & WATER ENGINEERING REPORT

See Engineering Report Reference 2235-B.

Ms. Samantha Albert stated Hayden Inc. is 95% completed with the well project. They are awaiting on the VFD panel for Well 4.

Kimberley Loftus of USDA was here today for an inspection of the project. Ms. Loftus states the loan closing process should begin and interest rates are low. Ms. Loftus will get paperwork together and send to the Authority. Ms. Albert asked who the bond counsel would be, and Attorney Fagan stated Mr. Jens H. Damgaard of Eckert Seamans, and Attorney Fagan will contact him.

Hayden Application #11 - \$106,146.00 needs to be adjusted by the Engineer showing the 5% retainage fee. Ms. Albert does recommend approval for payment. Mr. Fisher made the motion to pay once the adjustment is completed and Mr. Clymer second. Vote 3-0. Mr. Thomas was not present at time of this motion.

Well 4 & Well 12 Rehabilitation:

Certificate of Substantial Completion Issued.

Payment Application Approved but Change Order #1 needs to be approved by USDA yet.

USDA requires FMA Board acceptance of the project.

Leib Drilling – 100% of work Completed – Contract Value \$83,052.00

Leib Drilling – Change Order #1 for \$10,974.10 needs approval from USDA. Engineer recommends this to be paid and submit to USDA for reimbursement after approval.

Ms. Albert stated Mr. Lynch inquired with Leib Drilling about rehabilitation of the remaining wells.

Mr. Leib thinks it would cost about \$25,000 per well for rehabilitation.

Minor Permit Amendment for the corrosion control at Well #12 is being prepared and water quality testing needs to be submitted to Herb Spencer of Shannon Chemical.

Mr. Kavitski stated a generator will also be needed as a backup power source as required by DEP.

Ms. Loftus told Mr. Kavitski to get it added to the project now.

PADEP ACT 537 Special Study

Reviewing flow metering data and discussing next steps.

POTW Pretreatment Program Development & Implementation

Ms. Albert of Borton Lawson is calculating Citterio USA waste surcharge. Ms. Albert stated she only has one sample from Citterio USA for December. She will revise bills for October & November since the correct flow metering data was received.

Citterio USA is supposed to provide the flow metering data by the 7th day of the following month which is not being done on time. FMA samples also show higher BOD readings than Citterio's samples. She will recalculate their surcharge since Citterio USA provided the flow metering data.

PGA waste surcharge will be calculated when sampling data is received.

Attorney Fagan stated he received a phone call from PGA's legal counsel asking about how the waste surcharges are calculated. The waste surcharge bill that PGA did receive was very high. Normal sewage BOD is around 200 but PGA's BOD was 2100 last month. PGA also does not have flow metering data, so the surcharge is based on water usage. Chuck Madison and Stewart Smith Jr. stated they had met with Mr. Anthony at PGA Inc. and he was very angry. They did explain the sampling process to him again. Mr. Anthony was informed he is required to do sampling and turn the results over to the Authority.

Ms. Albert supplied a handout showing treatment costs for BOD to discuss possible increase in the BOD surcharge rates. It was first created in 2015 with expenses of chemicals, electricity and sludge hauling from the year of 2014. The surcharge for BOD is .40 per pound but recalculating the expenses now the BOD should be .52 per pound. The Authority might want to consider a surcharge for TSS too.

Mr. Kavitski said to Ms. Albert the TSS possible surcharge will be discussed more at the February meeting.

Mr. Kavitski asked the Board to consider having Ms. Albert of Borton Lawson research information for add an additional sludge press at the wastewater treatment plant, possibly a centrifuge sludge press. Look into different manufacturers and see which type of sludge press would be more beneficial for the Authority. The entire Board agreed for researching options of different types of sludge presses. Ms. Albert is going to obtain information on cost, along with pros and cons of the different types of presses. Ms. Albert also inquired if the Authority would be willing to have manufacturers bring different types into the plant to test and the Board agreed to this situation.

The Authority currently has a screw press for sludge and centrifuge press would be different so the authority would need to see if this type would be beneficial to the wastewater treatment plant or not. Different types of presses may use different types of chemicals and they may be more expensive than what the Authority is using now.

SEWER DIVISION

Items that need to be completed for upcoming year:

1. Investigate 2nd sewer press which was just discussed with Ms. Albert of Borton Lawson.
2. Get operation & maintenance under control which SCADA system to function properly.
3. Continue with the infiltration and inflow work (I & I).
4. Resolve the Pre-Treatment Ordinance between Butler and Foster Townships, and Freeland Borough.
5. Install FMA sampling and flow monitoring manholes at Citterio USA.
6. Install FMA sampling and flow monitoring manholes at PGA.
7. Sit with Engineer to determine status of Act 537 requirements with Ms. Caskey.
8. Sit with Engineer to determine status of Pre-Treatment Ordinance requirements with EPA.
9. Educate staff about the importance of identifying and logging malfunctioning equipment and incorrect readings on SCADA system. Procedures need to be followed and completed.

(Reference 2236-A).

Mr. Clymer inquired about the Pre-Treatment Ordinance that Foster Township has in place and Mr. Kavitski explained Citterio USA needs to follow the regulations and it is something that needs to be addressed with Foster Township Supervisors. This is an issue that has been ongoing for many years.

Mr. Kavitski explained to the Board about the importance of the employees documenting things in the daily logs that need to be fixed. Management will also be documenting things that are not followed through when employees are requested to complete the tasks at hand. After documentation is in place and things are not done, said employees will be brought in for discussion of why things were not completed when asked to do so. Employees will be reprimanded for not following through with tasks.

WATER DIVISION

Letter from Catholic Social Services stating a gift in the Authority's honor was donated to them from George J. Hayden, Inc. (Reference 2236-B).

Mr. Kavitski stated the Authority needs to install a hydrant at Maple Street for flushing purposes and wants this completed in the spring. Mr. Kavitski wants to investigate an automatic flushing system too.

Mr. Fisher and Mr. Thomas asked about different things they are seeing in their own homes with the water. Mr. Kavitski said the testing used to be quarterly for the corrosion control. Mr. Kavitski wants Langelier testing to be completed every 2 weeks to see if adjustments need to be made to the water system. The Board looked at the Langelier Testing Chart that Ms. Caskey created so the Board could see and follow what Mr. Kavitski was explaining with the corrosion control. A plan is being developed to see how adjustments can be made. (Reference 2236-C).

Mr. Thomas made a motion to accept the bid for building a room for the main frame server at \$4,750.00 and Mr. Kavitski second. Vote 4-0. (Reference 2236-D).

Mr. Thomas made a motion for installing the vinyl paneling in back room area with insulation for authorized cost up to \$4,000.00 and Mr. Kavitski second. Vote 4-0. (Reference 2236-E).

Mr. Clymer will have a tour of the water and wastewater facilities in the spring.

Mr. Kavitski made a motion for a wireless access point for the back-office area at the cost of \$712.00 and Mr. Fisher second. Vote 4-0. (Reference 2237-A).

Attorney Fagan had the contract for the Teamsters Union signed at this time. Attorney Fagan stated the union employees would receive retro pay from the first of the year.

MANAGER REPORT

New sludge hauler, Fought's is working out well.
Solomon Container finally arrived and picked up their last full container and delivered to landfill.
Black Birch Engineering has been fixing the SCADA issues at the wastewater treatment plant.
Hayden and Borton Lawson are working with Keystone Engineering on the SCADA issues.
Employees are installing soffit at the well houses.
Well level sensors are approximately \$1,000.00 per sensor.

Mr. Thomas left the meeting at this time.

ATTORNEY REPORT

Attorney Fagan stated FMA has filed their response to the union grievance. Mr. Scott Kucharski of the Teamsters Union wants FMA to offer a settlement to Mr. Yefchak by paying him for 6 regular hours, one-time payment with no past practices. Chuck Madison asked what the cost would be if the Authority went to arbitration and Attorney Fagan responded with the approximate cost of \$3000.00. After a lengthy discussion, The Authority decided to settle and pay Mr. Yefchak and Attorney Fagan will contact Mr. Kucharski of the Teamsters Union.

Mr. Kavitski stated if procedures are not followed by any employee in the future it will be documented, and a paper trail will be completed for disciplinary action. Then next step will be discussion with Shop Stewart, the employee and the Teamsters Union with the procedures that need to be followed.

BORTON LAWSON INVOICES

Mr. Fisher made the motion to pay Borton Lawson Invoice #34 for \$64,528.54 and Mr. Clymer second. Vote 3-0. (Reference 2237-B).


OPEN/OTHER ACTIONS

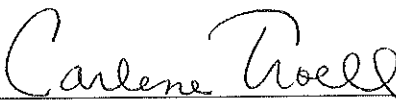
All items covered earlier in the meeting.

ADJOURN

Mr. Fisher made the motion to adjourn the meeting and Mr. Kavitski second. Vote 3-0.

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


Paul Thomas, Secretary


Carlene Troell, Non-Member Secretary