

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON WEDNESDAY, NOVEMBER 15, 2023, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. TIERNEY II, MR. CLYMER, THE ENGINEER, THE ATTORNEY, THE TECHNICAL MANAGER AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

CITIZENS PARTICIPATION

No citizens were present.

Mr. Kavitski informed the Board regarding the Birkbeck & Johnson Street property; he had sent emails to DEP regarding the tanks at this location. He inquired with DEP about the tank permits and the removal. DEP is supposed to file a NOV to the owner of the property and request they register the four additional tanks. DEP stated a temporary permit would be issued or they need to remove the tanks.

Mr. Kavitski inquired about the issuance of a temporary permit because the lot is no longer used as a gas station. Two of the tanks have oil in them, not gasoline, which DEP tested when on site. Mr. Kavitski is requesting a Teams Meeting to go over this property.

Mr. Kavitski informed Attorney Fagan, Mr. Balas has pulled down the wellhouse at Well 7 only. Attorney Fagan to follow up with Mr. Balas regarding the decommissioning of Well 7. Attorney Fagan sent Mr. Balas the guidelines for the decommissioning process earlier on this matter.

APPROVE OCTOBER MINUTES

Mr. Tierney made the motion to approve the October minutes and Mr. Clymer second. Vote 5-0.

APPROVE OCTOBER PAID INVOICES

Mr. Thomas made a motion to approve the October paid invoices for the Water Division totaling \$159,316.49, and the Sewer Division invoices totaling \$160,061.77 and Mr. Fisher second. Vote 5-0. (Reference 2465-A).

CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$62,202.14, Meiser & Earl Inc. Invoice # 23521 \$887.00, the Sewer Division invoices totaling \$63,649.64, and the Sandy Run invoices totaling \$335.84 and Mr. Kavitski second. Vote 5-0. (Reference 2465-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2465-C.

Mr. Thomas made the motion to approve the 2024 Solvency Fee for \$1,095.46 and Mr. Tierney second. Vote 5-0. (Reference 2465-D).

The Board is going to schedule a meeting with Senator Argall & PennVest to inquire about grant monies. DEP requires fence at tank/wellhouse area, well pump & motor, add generator, sensor & level probes, study for corrosion control and possible placement of a corrosion control system.

Mr. Thomas suggests Foster Township Supervisors must get involved; the residents are their constituents. Sandy Run rate for water is \$45.00 per month now. Mr. Tierney suggests taking a monthly amount divided by the number of households to pay for the required items.

Mr. Thomas recommends contacting Foster Township Supervisors. The Office Manager stated there have been two separate letters sent to Foster Township regarding Sandy Run and both have gone unanswered. Attorney Fagan inquired about the number of houses there.

Mr. Fisher suggests raising the rate to \$85.00 per month. Mr. Tierney suggests \$76.00 per month because of the improvements, for a \$30,000 loan. Mr. Thomas thinks Foster Township should help in this matter.

Mr. Thomas recommends going to \$76.00 per month for each account and notify the Sandy Run residents by letter explaining what needs completion. Mr. Fox of HRG to obtain a quote for the corrosion control study.

Mr. Kavitski stated to schedule a meeting with PennVest along with Senator Argall office. Mr. Fox of HRG stated PennVest is calculating Sandy Run and Freeland together as one system even though each system has their own Public Water System number.

Mr. Kavitski stated no letter to Sandy Run residents until the meeting with PennVest.

2024 Budgets for Water & Sewer Divisions – Discussion and inquiries regarding both entities which Mr. Thomas made the motion to table the approval of the budgets at this time and Mr. Tierney second. Vote 5-0.

Mr. Kavitski stated Harmoni Towers wants to convert the lease to a one-time lump-sum payment, which the Authority wants to keep as a monthly lease payment.

Mr. Thomas suggested research on purchasing sludge containers for the Authority and hiring a hauler. Ryan Smith suggested a backup hauler for sludge hauling.

SEWER DIVISION

Mr. Josh Fox of HRG, Inc. presented the Engineering Report. (Reference 2466-A).

Sewer Area

-SIUA and sampling stations – Chris Ferdik of HRG via Zoom discussed the finalization of the EPA approved permits for PGA and Citterio. The permits were sent to the industrial users and Citterio was also sent two NOV's, with special counsel Attorney Pompo's guidance. The permits are two years which both will expire on October 31, 2025. Both facilities were inspected in person with photos taken. Dedicated sampling stations were also in the permits and all paperwork given to both industrial users. Working on a written agreement for the sampling stations now – location, time frame, and specifications for the stations. PGA is using less water per day now. PGA wants to change their wash water process.

Atty. Pompo will give guidance for the written agreements for the sampling stations.

EPA is still reviewing the Pretreatment Plan, which is 60 to 65 percent completed.

Authority will have a contractor publicly bid for the construction of the sampling station and HRG will provide the industrial users with the upfront costs. The industrial users will need to escrow the amount of the sampling station costs, which should be 35 to 40 thousand dollars.

-NPDES Permit Renewal Work – No significant activities

-Sludge Dewatering Upgrade Project – Submittals received, approved, and returned. Equipment lead times are 42-46 weeks. HRG will place public bid in January for the project.

-ACT 537 Special Study – No significant activities.

Water Area

-Oak Street Water Storage Tank – Luzerne County Conservation District sent a technical deficiency letter on November 8th and HRG addressed the comments and will submit a revised permit on November 17th. Final design has started with spring/summer construction.

Updated metes and bounds for both the easement and the property acquisition with a timeframe of February purchase.

PennVest application submission in February.

- Hydraulic Model Flushing Analysis – Not covered this month.

-Update Water Division Rules & Regulations – Meeting held October 26th made changes to the Sewer Rules & Regs with rate & penalties removed and replaced with a rate resolution for yearly changes. Ryan Smith will be doing the technical review of the Water Rules & Regs shortly. A back flow prevention program will also be in Rules & Regs.

-ARPA & EPA Grant Applications – ARPA Quarterly update submitted on October 10th.

-CFA Small Water & Sewer Grant and H2O Grants – CFA meeting rescheduled for November 21st.

-LSA Statewide Grant – Application submission November 30th for the Centre Street Main Replacement Project and a resolution approval tonight later in meeting.

-LSA County Specific Grant – Application submission for the mini excavator and trailer, but the Authority turned down the grant. Mr. Kavitski is concerned with new council people coming on board. Mr. Thomas is questioning how Freeland Borough could turn down the application. Mr. Thomas is saying the Authority could go back to the county for guidance. Mr. Thomas wants Authority to go back to the LSA

Grant Program and let them know the Authority wants to proceed with the grant application. All Board Members would like resubmission of the application. Mr. Fox of HRG said the borough would need to release the funds to the Authority.

-**SRBC Mitigation Grant** – Costs for leak detection equipment and grant program information.

-**Tapping Fee Calculations** – See engineering report.

WATER DIVISION

Mr. Thomas made the motion to approve the resolution for the Luzerne County Statewide LSA Grant for the Centre Street Water Main Replacement in the amount of \$369,100.00 from the Commonwealth Financing Authority and Mr. Fisher second. Vote 5-0. (Reference 2467-A).

The Board decided on the Employee Christmas Party for Friday December 22nd.

MANAGERS REPORT

Ryan Smith presented the Technical Manager Report. (Reference 2467-B).

Customer complaints were from the stormwater project, Freeland Borough contractor, service lines broken during construction and repaired.

Keystone to troubleshoot at Well 6 & 11 with depth sensors.

Additional camera for Well 4 area.

The guys should be doing the calculations for the chemicals.

UV Bulbs from Enaqua for the Sewer plant at the cost of \$3314.00 - Board all agreed to purchase.

Lakeside Equipment for micro strainer brush assembly for \$1,065.00 - Board all agreed to purchase.

Forschner Wireworx LLC for retrofitting 8 light towers at the wastewater plant at the cost of \$4,865.00 and Mr. Clymer made the motion for installation of one first at \$1200.00 and Mr. Kavitski second, if satisfied, the Authority will do all. Vote 5-0.

New light fixtures at \$100.00 per light purchase from 1000bulbs.com suggested Mr. Fisher.

2009 Chevy with plow placement on Municibid and set the minimum bid at \$15,000. The new truck will be ready on Monday or Tuesday next week.

M & J Excavation, pour in concrete with rebar for manholes \$5,000 per manhole. Mr. Kavitski stated to supervise them and obtain before and after pictures Mr. Fisher made the motion to approve and Mr. Tierney second. Vote 5-0. Ryan Smith will obtain a written quote from M & J.

ENGINEERING INVOICES

Mr. Tierney made the motion to approve HRG Invoice #175085 \$900.00, Invoice #175262 \$238.00, Invoice #175841 \$2,988.03, Invoice #175851 \$4,705.98, Invoice # 175968 \$112.00 and Invoice #176013 \$900.00 and Mr. Thomas second. Vote 5-0. (Reference 2467-C).

ATTORNEY REPORT

Attorney Fagan discussed Birkbeck & Johnson Streets property, the downpayment was returned to the Authority. The Authority will pay Roseann and Genkins for the research of the deeds in case they decide to sell property.

Pagnotti Agreement will be sent since the metes and bounds are completed.

Ironwood solar lease – comments are being sent to them.

Well 7 – Mr. Balas removed the building, but he needs to complete the decommissioning procedures.

Attorney Fagan will resend information to him.

OPEN/OTHER ACTIONS

ESRI software annual renewal for \$2296.00 Mr. Tierney made the motion to approve and Mr. Kavitski second. Vote 5-0. (Reference 2467-D).

Allmax Software annual renewal for \$4,850.00, Mr. Tierney made the motion to approve and Mr. Fisher second. Vote 5-0. (Reference 2467-E).

The 2024 Health Insurance will be Highmark Insurance at a 7% increase, Advantage Plus for Dental with no increase and the Fashion Advantage-Opt 1 for vision insurance at a 3% increase – Mr. Thomas made the motion to approve and Mr. Clymer second. Vote 5-0. (Reference 2468-A).

Life, AD&D, STD insurance coverage tabled due to waiting on another quote.

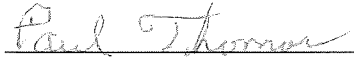
Inclement weather – Employees were asking if they could use sick time for severe weather and the Board refused this request. If there is a state closure or the Authority decides to close, due to severe weather, staff will receive pay.

Chief Backhoe Operator – If backhoe operator is needed when the Chief Backhoe Operator is not here, if an employee is qualified the second one should be paid the .50 cents. Mr. Thomas is asking if they are qualified to operate the backhoe. OSHA training needs to be completed, stated Mr. Thomas. Mr. Thomas recommends having a Senior Operator and an Operator for titles and must be legally trained. Mr. Kavitski stated the Union Contract needs to be rewritten during the next contract negotiation.

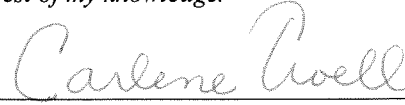
ADJOURN

Mr. Thomas made the motion to adjourn the meeting and Mr. Tierney second. Vote 5-0.

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



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary