

**MINUTES OF REGULAR MEETING
OF THE FREEBURG BOROUGH COUNCIL**

May 16, 2023

Approved June 20, 2023

The council of Freeburg Borough, Snyder County, Pennsylvania, held its regular monthly meeting on this date in the meeting room of the Freeburg Community Building. Members of the council present were: Tabbetha VanHorn-Price, Chairperson, presiding; Catherine Dent, Donald Mervine, John Wiegler, Angela Weaver, Shawn Hokenbrough and Weston Hoffman

Others present were: Attorney Cravitz, Fred Moyer, Mayor; Joshua Owens, PESI; James Emory, Keystone COG; Wayne Enders, Randal Witmer and Wanda Kantz.

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance.

On a motion by Donald Mervine and seconded by Angela Weaver the minutes of April 18, 2023 meeting were approved by the Borough Council.

On a motion by Shawn Hokenbrough the bills to be paid were approved and seconded by John Wiegler the motion was approved by Borough Council. All submitted bills will be paid.

PUBLIC CONCERNS

Building Permit Request for 208 North South Street – The Property owners are requesting approval for construction of lean too attached to the home. After review, ***Donald Mervine made a motion to approve the permit request. Catherine Dent seconded; the Borough Council unanimously approved the building permit for 208 North South Street.*** Wanda Kantz will notify the property owner of the approval and remind him about the 10-foot property line set-back.

REPORTS FROM FREEBURG FIRE CO. – The Fire Company report from April 18 to May 16, 2023 to was: 7-calls in the borough, 2 calls in the township and 7 mutual aid call for a total of 16 calls during the reporting period.

Washington Township EMS Service Areas Change – Kevin Meiser report that Washington Township has not received any complaints or report regarding Freeburg Fire Company service this month.

Upcoming Fire Company Events-

Carnival June 28th – July 1st, Parade 29th 7 pm. No rides at the carnival this year.

PESI REPORT – The May 2023 report from PESI regarding the Waste Water System was reviewed. No issues for Council action this month.

WWTP Corrective Action Plan Response– Josh Owens presented a Memorandum with potential corrective action plans for the WWTP. Josh Owens submitted the CAP response to DEP. CAP was accepted by DEP on December 9, 2022. **A CAP update was submitted**

April 28, 2023. Ordinance education and remediation survey will be included with the 2nd quarter water & sewer bills, on June 30, 2023.

CCTV Inspection – CCTV inspection has been completed. Reports has been completed and to be sent to DEP on May 17, 2023. The inspection noted three major areas of repairs.

Smoke Testing Notices for Remediation- Notices for self-reporting of remediation will be sent out with water and sewer bill the end of June 2023.

PA Small Water and Sewer Grant – Josh Owens has begun preparing a grant application for lining sewer line in the Borough, with a \$500,000.00 grant we would be able to complete lining half of the town’s sewer lines. Lining areas will be determined by the CCTV investigation. **Grant application was submitted on December 21, 2022.**

Electric Brown Out – February 9, 2023 – The claim has been closed out, due the cost of damages being less than the deductible amount of \$500.00.

Blower #2 – Blower #2 needs repaired. Joshua Owens will get an estimate for the repairs for the next council meeting.

Future Waste Water Treatment Plant Project – The WWTP area has been surveyed to help facilitate planning for future WWTP projects.

MUNICIPAL AUTHORITY REPORT –

Nitrate Levels –The Corrective Action Plan (CAP) had been submitted for DEP review and has been approved with minor changes. The final report the feasibility study has been submitted to DEP October 2019. The nitrate filtration system has been ordered. Construction bids have been awarded; construction began mid-June 2022 due to issues regarding computer chips for the system. DEP inspection was Sept 15, 2022, DEP issued a manual operations permit. The new computer chip has been installed Feb 2023 and the system was tested, with a few issues being found. Programmer is working on the computer issues. **The Nitrate Removal Systems is currently running, issues are being trouble shot as they arise.** DEP required completion date is June 30, 2023.

Most recent nitrate level testing has the nitrate level at **10.7 mg/l, on April 19, 2023.** With the Nitrate Removal System up and running daily nitrate samples are being done. **Currently, daily nitrate levels have be around 5.50 mg/l.**

PA Small Water & Sewer Grant – This grant program is for project under \$500,000.00. The FMA has submitted a grant application this grant program. Freeburg Municipal Authority was awarded a grant for **\$418,000.00.** A one-year extension has been requested for this grant.

COMMITTEE REPORTS

Restructure of Committees – Catherine Dent presented a restructured committee plan. This plan would consolidate existing 7 committees into 4 committees with each committee having a chair that would review issues with other committee member before the scheduled council meeting and make recommendation to the council to help stream line the decision process. *Angela weaver made a motion to adopt the restructure committee plan, Shawn Hokenbrough seconded; the borough council member unanimously approved the motion.* The new committee structure will begin in June 2023.

PERSONNEL –

Coverage for Brough Secretary - Regina Moyer is interested helping to cover for Wanda Kantz’s vacations, etc. She will job shadow with Wanda Kantz on June 1, 2023, to see if she will be able to handle the job.

T-shirts & Sweatshirts for Staff - Wanda Kantz is working with a new supplier for T-Shirts and sweatshirts for the borough staff.

Job Descriptions & Employee Manual – There will be job descriptions developed for all borough employee positions and the employee manual will be updated.

PLANNING – Nothing to report

STREETS & ALLEYS –

2023 County Aid Project – Weston Hoffman did a survey of the town and we will need 27 east and west signs for all the street intersections. Wanda Kantz suggested using the 2023 County Aid distribution for this project. *Weston Hoffman made a motion to approve the proposed 2023 County Aid project, Donald Mervine seconded; the borough council members unanimously approved the motion.* Wanda Kantz will submit the 2023 County Aid Project application.

Bridge repairs – The Committee reviewed the bridge survey report and made a recommendation to start with the Front Street Bridge between Willow & Center Square Street. Penn Dot stated there is not enough info on the report to compile a bid notice. Wanda Kantz has reached out to Stahl, Sheaffer for additional info for the bids. Repairs of the Front Street Cherry Run bridge are estimated at \$63,075.00; bridge replacement is estimated at \$394,013.00.

Repairs needed to Boro Line Road and Cherry Alley intersections– The borough street crew suggested contacting Washington Township to see if they will provide the cold patch for the repairs, if our crew will do the repairs. Wanda Kantz will contact Washington Township with the offer.

Pothole at the intersection of Route 35 and South Street- Wanda Kantz will contact Penn Dot regarding the large pothole at the intersection of Route 35/Main Street and South Street.

BUILDING AND GROUNDS – May 2023 Income \$475.00

Community Center Building – The air handler from the old furnace system was remove from the building.

Drainage Issue at Soft Ball Field – Penn Dot proposed a swale project to help with the drainage issues. Penn Dot hope to start the project with in a week.

Security System –Security cameras have been purchased and will be install in the near future. Currently Trent Hoffman is working on running the wiring for the security cameras.

Handicap Ramp for Borough Office Entrance. – There have been several requests for a handicap ramp at the borough office entrance. Wanda Kantz will contact the county community block grant manager for information to prepare an estimate for this project. Wanda Kantz has also contacted Stahl, Sheaffer Engineering for help with this project.

Disc Golf Course – Has been approved, needs to be installed.

PUBLIC HEALTH AND SAFETY – Nothing to Report

PUBLIC INFORMATION –

Borough Website – The borough website is now live. The web address is www.freeburgborough.com

Memorial Day Events – Tabbetha VanHorn Price has contacted several food trucks and arranged for them to be open after the Memorial Day parade. Food Truck lined up are, Windy Wagon, Rolling Cones & Uncle Dave’s BBQ. This information will be shared on the borough Facebook page and the new website.

Hometown Hero Banners – Tabbetha VanHorn Price is working on packets for the Hometown Hero Banners, listing all of the Hometown Heroes that have honored. She would like to possibly have the community church bells rung at 3 pm in honor of all veterans. Banners were hung on May 12th & 13th in preparation of Memorial Day.

NUISANCE PROPERTY ISSUES – James Emory was presented to update the council on nuisance property issues.

205 East New Market Street–*This property has been posted by Keystone COG.*
The Borough has received an EPA complaint regarding this property. Wanda Kantz and Attorney Cravitz will look into the possibility of condemning this property and possible selling it in the future. There is a property maintenance company oversee this property, Cypress Services, LLC. James Emory suggested Community Block Grant Money may be able to help with the demolition of the property. ***Angela Weaver made a motion to condemn this property, Weston Hoffman seconded, the borough council member unanimously approved the motion.*** Attorney Cravitz will process with the necessary step in the condemnation process. Keystone Council of Governments will also send a condemnation letter.

206 East Market Street- Construction permit is valid until March 2023. ***Keystone COG has been contacted about this property. Property owner will need to apply for an extension.***

4 West Front Street –There is accumulated junk and debris being stored on the porches and in the rear of this property. This property has been an ongoing problem for several years. ***Keystone COG has been contacted about this property. Grass is not being mowed again at this property.***

10 East Front Street – There have been concerns regarding the ambulance setting in the rear of this property for several years. The ambulance is not registered. ***CK-COG has sent a violation notice for the ambulance and the dual axel truck that has been parked on Front Street for some time, given 10-day notice and then violation will be issued.***

East Market Street – This property has sustained fire damage. According to Keystone COG an electrical permit has been granted and electrical repairs have been made and inspected. Repair are continuing on the exterior of the property. ***Property owner has been informed to clean up the exterior of the property of garbage and construction debris. Issues should be cleaned up by May 16, 2023 or violation notice will be sent.***

205 North Whitetop Road – Final notice has been sent on March 27, 2023. ***Citations will be issues soon by CK-COG.***

Weeds along the Roadways – CK-COG has informed the borough that the roads along the sidewalks and the roadways are the borough’s responsibility.

Property Maintenance Patrols – CK-COG recommended contacting for 10 hours per month for property maintenance patrols. CK-Cog will go street by street and issue violation notices on property maintenance issues, and issues citation is issues are not resolved. ***Donald Mervin made a motion ton contract with CK-COG for 10 hours of property maintenance patrols each month starting in June 2023, John Wiegler seconded; the borough council member unanimously approved the motion.***

CORRESPONDENCE –

Recall on the 2019 F-550 Ford Truck. A recall was received regarding the sustained steering oscillation. Wanda Kantz & Wayne Enders will coordination the scheduling for repairs.

NEW BUSINESS – No New Business

COUNCIL, MAYOR, SOLICITOR, EMPLOYEE CONCERNS –

Fred Moyer voiced concerns regarding the tire placed in the playground are where the trees were removed. This issue will be discussed at a future meeting.

The next regular meeting of the Borough Council will be Tuesday, June 20, 2023 at 7 pm.

***A motion was made by Donald Mervine, seconded by Angela Weaver to adjourn.
Motion carried.*** The Borough Council meeting was adjourned at 8:45 pm

Respectfully submitted, Wanda Kantz, Secretary