

**MINUTES OF REGULAR MEETING
OF THE FREEBURG BOROUGH COUNCIL
June 20, 2023**

Approved July 18, 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; Donald Mervine, John Wiegler, Angela Weaver, Shawn Hokenbrough and Weston Hoffman

Others present were: Attorney Cravitz, Fred Moyer, Mayor; James Emory, Keystone COG; Wayne Enders, Regina Moyer 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 May 16, 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 9 West Front Street – The Property owners are requesting approval for construction of second floor balcony attached to the home. After review, ***Tabbetha VanHorn Price made a motion to approve the permit request with notion of neighbor approved waive for 10 feet offset of property lines. John Wiegler seconded; the Borough Council unanimously approved the building permit for 9 West Front Street.***

Softball Field Draining Issue – Regina Moyer was present to express her concern regarding the draining ditch that Penn DOT installed above the softball field. She presented a detailed list of concern, concerns were review and noted, appropriate concern were answered. The Borough Council does acknowledge that there are still issues with draining at the softball field and the council will contact Penn DOT and Central Keystone COG regarding the remaining issues for possible resolutions.

REPORTS FROM FREEBURG FIRE CO. – No Report for June 2023

Emergency Services Coordinator – With the passing of Gary Klingler, there is a vacancy for the borough Emergency Services Coordinator. The Fire Company is looking for a possible replacement within the Fire Company for this position.

Upcoming Fire Company Events-

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

PESI REPORT – The June 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.**

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 – No meeting on June 15, 2023 due to lack of quorum.

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.

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

ADMINISTRATION & FINANCE – *Catherine Dent, Chair; Angela Weaver and Tabbetha VanHorn Price.*

Coverage for Brough Secretary – The Committee is still looking for someone to help cover office hours at the Borough Office to cover vacations, etc. for the borough secretary.

T-shirts & Sweatshirts for Staff - Wanda Kantz ordered T-Shirts and sweatshirts for the borough staff, waiting for delivery.

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

ORDINANCES & PLANNING – *Tabbetha VanHorn Price, Chair, Donald Mervine, Shawn Hokenbrough.*

Central Keystone Council of Governments Report – James Emory was presented to update the council on nuisance property issues. Jim reported that the patrols are working within the borough. He reviewed a list of current properties with issues. One additional property for CK-COG to review is 12 East Front Street, garbage on porch and weeds.

COMMUNITY DEVELOPMENT – *Angela Weaver, Chair, Catherine Dent and Weston Hoffman*

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

Recycling – The county did not receive the recycling grant they applied for, so all recycling talks have been talked at this time.

E&S Pets – The council was informed that E&S pets is not a pet food distribution center as originally thought, it is a distributor of pets related home deco and decoration. A business spotlight will be posted on the borough website to share this information with the community.

PUBLIC FACILITIES, SERVICES AND SAFETY – *Weston Hoffman, Chair, John Wiegler and Shawn Hokenbrough.*

Community Center Income – No Income reported this money, due to Trent Hoffman being out of town.

2023 County Aid Project – The 2023 County Aid Project has been submitted and approved. Wanda Kantz will work on ordering new street signs for Front Street with east and west notations.

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- Repairs have been completed with the donation of cold patch from Washington Township.

Pothole at the intersection of Route 35 and South Street- Pothole has been filled in.

Drainage Issue at Soft Ball Field – Penn Dot has completed the revised draining project. Still some issues with Softball field drainage. Borough Council to work on additional resolution for this issue.

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. –Stahl, Sheaffer Engineering has provided the borough with a project estimate of \$40,000.00 for grant planning purposes.

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

CORRESPONDENCE –

NEW BUSINESS –

KMIT Safety Grant Program 2023 – KMIT our insurance carrier has a safety grant program for up to \$2,500.00 for safety equipment and training for the borough. Wanda Kantz and Wayne Enders will work on completing the grant for additional safety equipment for the Borough.

Borough Employees and Borough Council Participating in the Parade – It was suggested that the borough council members and employee participate in the Firemen’s parade on June 29, 2023 at 7pm. After discussion, with so many of the borough council members and employees helping at the carnival in the food stands, it was decided to not participate in this year’s parade.

COUNCIL, MAYOR, SOLICITOR, EMPLOYEE CONCERNS –

The next regular meeting of the Borough Council will be Tuesday, July 18, 2023 at 7 pm.

A motion was made by Donald Mervine, seconded by Weston Hoffman to adjourn. Motion carried. The Borough Council meeting was adjourned at 8:00 pm

Respectfully submitted, Wanda Kantz, Secretary