

**MINUTES OF REGULAR MEETING
OF THE FREEBURG BOROUGH COUNCIL
September 19, 2023**

Approved October 17, 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 and Weston Hoffman

Others present were: Fred Moyer, Mayor; Attorney Cravitz, Joshua Owens, PESI; Shannon Moyer, Central PA Youth Ministries, Dave Bingman, Trent Hoffman, and Wanda Kantz.

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

On a motion by John Wiegler and seconded by Weston Hoffman the minutes of August 15, 2023 meeting were approved by the Borough Council.

On a motion by Weston Hoffman the bills to be paid were approved and seconded Angela Weaver the motion was approved by Borough Council. All submitted bills will be paid.

PUBLIC CONCERNS

Dispute of Borough Bill for Storm Clean-up – Michele Arcuri is stating that the borough employee did not provide 9 hours of storm clean-up regarding the damage from storm. Council members were provided a copy of the borough employees time sheet for that work period showing the storm clean-up hours logged. After review and discussion, the council members have no reason to doubt the employee’s time sheet and the bill submitted to Michele Arcuri will remain the same. Attorney Cravitz will send a letter to Mrs. Arcuri regarding the Borough Council’s decision.

Complaint, 111 West Market Street – There have been several complaints regarding the garage at 111 West Market Street, such as the building being too close to property lines, garage operating as a business when permit was for a residential garage, customers parking on both sides of Front Street impeding traffic flow. After some discussion, CK-COG will be contacted for their assistance with these issues. Traffic issues will need to be referred to the PA State Police.

Kids’ Garden Club Proposal – Shannon Moyer from Central Pa Youth Ministries presented a proposal to create a Kids’ Garden Club at the Community Center. This program will help facilitate a kids’ gardening program Spring 2024, with garden beds to create a fun learning environment for wellness education for kids in pre-K through late elementary and their families. There would be one meeting a month from March to November. Which would include a gardening lesson, game or activity, Bible lesson, snack and craft. CPYM is asking for use of space for garden beds, an outdoor water source, meeting space once a month and bathroom accessibility for 2 hours each month. The Community Development & Public

Facilities committees will review the proposal and have a decision at the October 17, 2023 Borough Council Meeting.

REPORTS FROM FREEBURG FIRE CO. – No report

Washington Township Letter from a Concerned Citizen – Washington Township supervisors received an anonymous letter from a concerned citizen. No action was taken by Washington Township supervisors. Freeburg Fire Co. has written a general response for the community addressing the citizens' concerns for the general public and it has been posted on the Fire Company's Facebook page.

Hyper-Reach System – The Snyder County Emergency Services Coordinator has recommended the county boroughs and municipalities participate in the Hyper-Reach system to share emergency information within our community. A Hyper-Reach brochure has been shared with additional system information. Josh Owens stated that this system is not compatible with DEP for notifying our community regarding sewer and water issues, and recommends looking at the RaveMobile system. These issues will be referred to the Public Facilities, Services & Safety Committee for review.

CENTRAL KEYSTONE COUNCIL OF GOVERNMENTS (CK-COG) – No Report.

PESI REPORT – The September 2023 report from PESI regarding the Waste Water System was reviewed.

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 was included with the 2nd quarter water & sewer bills, on June 30, 2023. The most recent request for an additional 12 EDUs was denied by DEP.

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.

Sewer Surveys – Josh Owens will begin compiling data from the sewer surveys that have been returned from residents.

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. Grant determinations have been delayed at least until November 2023.

Blower #2 – Blower #2 has been replaced and is working well.

Blower #1 - is experiencing issues, a quote for repairs of \$3,399.08 was received for repairs. *Angela Weaver made a motion to approve the repairs to Blower #1, John Wiegel seconded the motion and the Borough Council member unanimously approved the motion.*

High Flow Pump Issues – The high flow pump is not working properly; PESI will pull the pump and evaluate the issues.

Cross-Connection on Market Street – During smoke testing a cross connection issue was discovered on Market Street. Ways to further test this issue is to do dye test during a heavy rain event and/or lateral camera testing of the lines. Dye testing was approved at the August 15, 2023 meeting. Josh Owens will look into dye testing for this issue.

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

MUNICIPAL AUTHORITY REPORT –

Nitrate Removal System – The Nitrate Removal Systems is currently running; issues are being trouble shot as they arise.

Currently, daily nitrate levels have be between 4.5 and 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.

Timber Bids – The timber bid has been awarded to Steve’s Excavating & Logging in the amount of \$12,565.00.

Level Monitoring Systems Bid Has Been Awarded – The level monitoring systems bid has been awarded to TRA Electric. This project cost is covered under the PA Small Water & Sewer Grant #1.

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.

Budgeting Workshop – Catherine Dent is attending a PSAB on-line budgeting workshop.

Part-Time Employee Availability and Communication Issues – The Personnel Committee has some concerns regarding one of the part time borough employees, further talks and discussion will be needed to help resolve these issues.

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

Central Keystone Council of Governments Report – CK-COG has been doing random patrols throughout the Borough regarding property issues. No report this month.

Crosswalk at Post Office – Tabbatha VanHorn Price and Fred Moyer, Mayor had a meeting with Penn DOT to discuss a crosswalk at the Post Office. Request for Pedestrian Crossing signs has been submitted. Crosswalk signs have been approved and the signs have been ordered. Second letter has been sent to Penn DOT requesting a crosswalk be installed at the post office.

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

Kids' Garden Club – This project will be discussed and a recommendation will be made at the October 17, 2023 meeting.

Term Limits – The Borough Council members terms and who is up for re-election will be posted in the upcoming borough newsletter and on the Borough Website.

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

Community Center Income – September 2023 income was \$1,495.00

2023 County Aid Project – The 2023 County Aid Project has been submitted and approved. Wanda Kantz has ordered 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 is estimated at \$63,075.00; bridge replacement is estimated at \$394,013.00.

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. Looking for additional grant to help with 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.

Stump at Community Center – A stump grinder will be rented and the borough staff will grind the remaining stump and remove.

Roof Leaks – There are 2 roof leaks on the roof of the gym and kitchen areas, possible clogged drains. The contractor will be contacted to review these issues.

Blinds for Council Meeting Room – New window blinds are needed for the Council Meeting Room; the current blinds are the original blinds from the classroom. There are 6 blinds needed at an estimated cost of \$100.00. ***John Wiegler made a motion to approve \$700.00 for new blinds for the Borough Council meeting room, Catherine Dent seconded and the Borough Council unanimously approved the motion.*** Wanda Kantz and Trent Hoffman will order the new blinds.

Upcoming Recreation Assoc Events.

Sportsmen Bingo – Sunday, October 22nd

Election Date, November 7th – Soup Sale

Storm Drain Cleaning – There are many storm drains in the borough that are full of debris. North Country Unlimited has a vac-truck to clean the storm drains at a rate of \$3,000.00/day. ***Angela Weaver made a motion to have North Country Unlimited come and clean the needed storm drains at a daily rate of \$3,000.00/day, John Wiegler seconded the motion, the Borough Council members unanimously approved the motion.*** Wanda Kantz will contact NCU to schedule storm drain cleanings.

Chair Lift Repair – The Chair Lift is currently not operable. A new circuit board is needed, at an estimated cost of \$4,000.00

CORRESPONDENCE – None

NEW BUSINESS –

Minimum Municipal Obligation Worksheet (MMO) – The 2024 MMO was presented for the borough council members to review. This report will be sent to Pennsylvania Municipal Retirement System.

Insurance Renewal – The Borough received the 2024 insurance renewal quote. There is a \$744.00 increase of the 2023 premium. 2024 Premium is \$17,338.00. ***Weston Hoffman made a motion to approve the 2024 policy renewal, Donald Mervine seconded and the Borough Council member unanimously approved the motion.*** Wanda Kantz will let The Kilmer Group know the 2024 policy renewal was approved.

COUNCIL, MAYOR, SOLICITOR, EMPLOYEE CONCERNS –

The next regular meeting of the Borough Council will be Tuesday, October 17, 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 8:25 p.m.

Respectfully submitted, Wanda Kantz, Secretary