

**MNUTES OF THE REGULAR MEETING
OF THE FREEBURG MUNICIPAL AUTHORITY**

**Approved
Jan. 16, 2025**

December 12, 2024

Members Present: Thomas Gingrich, President; William Hoffman, Bruce Blades, John Wiegler and John Reichenbach.

Others Present: Attorney Matthew Cravitz, Josh Satteson; HRG, and Wanda Kantz.

Thomas Gingrich, President called the Freeburg Municipal Authority meeting to order.

PUBLIC CONCERNS: None

The November 14, 2024 meeting minutes were available for review. *John Reichenbach moved to approve the minutes, John Wiegler seconded, the FMA members unanimously approved the motion.*

The paid bills for December 2024 were presented for review. *John Wiegler made a motion to approve the December 2024 paid bills, John Reichenbach seconded and the FMA members unanimously approved the motion.*

Transfer of Funds – With the December 2024 bills being paid there is a negative balance in the general checking account of (\$34,327.11), funds need to be transferred from the Capital Reserve account to cover the payments. *William Hoffman made a motion to transfer \$45,000 to cover the paid bill and any additional bills, Bruce Blades seconded and the FMA members unanimously approved the motion.* Wanda Kantz will contact the bank to make the transfer of funds.

Signature Cards for Checking Accounts – All approved offices have signed the bank signature cards except John Reichenbach. He will take care of this issue as soon as possible.

OLD BUSINESS:

PESI Report – The PESI report for December 2024 was reviewed, completed issues PESI has done:

- All the monthly DEP Reports for have been submitted with no violations.
- Worked to resolve low CL2 residual
- Resolved computer issues, reset/restarted whole system
- Prep for DEP inspection, December 9, 2024
- Replaced sump pump
- Updated ERP and O&M Plan for DEP inspection
- Worked on Well House repairs

- Read meters
- Attended DEP inspection
- Prep parts list for DEP required repair
- Picked up curb box from L/B Water, assisted with leak repair.
- Worked on & submitted service line inventory report

Action Items:

- Regulators – Last regulator has been received, need to schedule installation.
- Filter Items – PLC need replaced, PLC information given to HRG to coordinate replacement, Heater in CHN tank needs installed.
 - Quote from Aria Filtra of \$22,163.73
 - HRG to see if it can be covered by grant #2
- FPPE – Filter Plant Performance Evaluation was conducted November 7 & 8, 2023
 - DEP Exit meeting was held on Jan 30, 2024
 - Waiting for final report
- Brine Pump – A backup brine pump has been ordered
- Modules – Aria Filter took a module to shop to clean and test.
 - Will provide update on condition and weather it is worth it or not to keep and use the old modules.
 - HRG to provide responses to DEP regarding the need for a permit for the 2 additional modules in use.
- pH Meter – The SC200 for pH monitoring needs to be replaced
 - HRG received a price quote of \$3,200.00
 - HRG to see if it can be covered by grant #2
- Air Compressor –Atlas Copco pricing received, \$8,895.00
 - HRG to see if it can be covered by grant #2
- Piping Upgrade – Piping ordered, to be installed shortly, before DEP deadline to make corrections.

Water usage for last month: Average GPD: 38,000 Maximum GPD: 49,000

Replacement Heaters in Chemical Room – Chemical room heaters have been replaced.

Screen for PLC Quote– A quote from Aria Filtra for a new panel view replacement screen was received of \$22,163.73. Josh Satteson will reach out to the CFA Grant #2 to see if this expense can be covered under Grant #2, also Josh Satteson will do some investigation into a possible less expensive PLC option.

New Air Compressor Quote– Quote for a new air compressor from Altas Copco was \$8,895.00. Josh Satteson will also check to see if the FMA can purchase the new air compressor as a micro purchase under Grant #2.

pH Meter – The SC2000 pH meter needs to be replaced, it cannot be calibrated anymore. Josh Satteson & Josh Ownes will check with Hack Controls and JS instruments on cost for a replacement pH meter. Also, Josh Satteson will check to see if this purchase can be covered by Grant #2 as a micro-purchase.

DEP Inspection – December 9, 2024 – During the recent DEP inspection, the Authority was issued a violation for failure of a public water system to obtain a permit for the filter plant recent upgrades and added filters. Also, we are cited for violation deemed to be significant deficiencies for not having a filter to waste connection. Josh Owen presented a quote for supplies for this repair from L/B Water of \$1,915.20. According to DEP we do not have to amend our operation permit for this repair. William Hoffman made a motion to approve the repairs upon written approval from DEP that we will not have to amend our operation permit for this issue, Bruce Blades seconded, and the FMA members unanimously approved the motion (November 14, 2024). Josh Owen will work on getting written approval for this repair and the scheduled the repairs.

Nitrate Level Issues

Consent Order from DEP – Consent Order & Agreement (COA) has been terminated by DEP effective June 27, 2023.

Nitrate Levels – Current daily nitrate levels are between 4.6 mg/L and 5.5mg/L

PA Small Water and Sewer Grant - Grant request has been submitted. Freeburg Municipal Authority was awarded a PA Small Water and Sewer Grant in the amount of \$418,302.00.

Remaining balance on grant is \$42,479.85.

Grant had been extended to June 30, 2025, *(Extended from June 30, 2024)* ****

Level Sensor System – PSW&S Grant has approved this as reimbursable with the grant money.

- TRA Electric was award the project - \$22,465.00
- Installation should occur the week of May 27, 2024
- Project completed by June 2024.
- System working as it should.
- Bill was submitted to Grant #1 for reimbursement. (\$17,972.00)

Line of Credit – Current Line of credit balance is \$110,000.00. Currently making interest only payment. Construction loan end date is October 5, 2026. Starting January 2025, the FMA will begin making \$2,500.00/month payment on the principal plus interest due.

Nitrate System Brine Pump Issues – There are issues with the Nitrate system brine pump, the tape used on the connections has disintegrated and the brine solution is leaking directly on the pump causing corrosion and damage to the pump. Photos of the issue were sent to HRG on April 2, 2024. The construction warranty expired on April 4, 2024. HRG

will contact J P Environmental to look at the issue, and possibly come up with a solution for this issue. Galene and Riordan both noticed the leaking during service visits. The system design appears to contribute to the issues. This issue should have been addressed on the punch list for the general contractor and was not. Authority member feel that this repair should not be the responsibility of the municipal authority.

Letter to Engineers - It has been suggested to send a letter to the engineers overseeing the project detailing this issue and requesting their assistance in resolving this issue. William Hoffman made a motion to have Attorney Matthew Cravitz send a letter to the engineers (HRG), Thomas Gingrich seconded the motion and the FMA members unanimously approved the motion. Attorney Cravitz sent a letter to HRG stating the FMA position on this issue. Joshua Satteson presented a response letter, but after discussion, Josh Owens commented that Dave Madl was present during discussion regarding the brine pump issues. Joshua Satteson will do some further investigation on this issue and report back at the next FMA meeting.

Second Replacement Pump Purchase – Since the backup replacement pump has been installed; Josh Owens suggest we purchase another back up pump. Thomas Gingrich made a motion to purchase a seconded replacement pump, William Hoffman seconded and the FMA members unanimously approved the motion. (Oct 10, 2024) Josh Owens ordered a new replacement brine pump.

Second PA Small Water & Sewer Grant Application #2– The Freeburg Municipal Authority has received a \$80,000.00 grant.

New quotes from AriaFiltru on May 9, 2024, are less than the original quotes received from Pall Corp. The new quote from AriaFiltru for the membranes was \$48,000 including installation service. This quote was approved at the May 16, 2024 FMA meeting.

- Thomas Gingrich made a motion to purchase the equipment from AriaFiltru at a cost of \$48,000, including installation, Bruce Blades seconded the motion, the FMA members unanimously approved the motion (6-13-2024).
- Joseph Volinskie made a motion to authorize Wanda Kantz to sign AriaFiltru order documents, Bruce Blades seconded and the FMA members unanimously approved the motion (July 11, 2024). All parts have been ordered.
- Air Compressor can be reimbursed under grant #2 as a micro purchase as long as it comes from a Costars approved vendor. Quote from Altas Copco for a new air compressor is \$8,895.00. Josh Satteson will check with the grant coordinator to see if this can be reimbursed under grant #2,
- **Membrane Operations Panel Display** – The membrane operations panel display has died. Replacement quote from Aria Filtru is \$22,163.73, Josh Satteson will check with the grant coordinator to see if this can be reimbursed under grant #2,

- **pH Meter** – The SC2000 pH Meter needs to be replaced, it can not be calibrated anymore. Quote from Hack Controls is \$3,200.00. Also, Josh Satteson will check to see if this purchase can be covered by Grant #2 as a micro-purchase.
- Wanda Kantz will be submitting \$50,146.97 for reimbursement, 85% of expenses will be reimbursed (\$42,625.00).

System Water Leaks – All previous found leaks have been repaired. No new leaks detected at this time.

Source Water Protection Plan– The complete Source Water Protection Plan has been reviewed. The approval of this plan has been shared with the community.

2025 Steering Committee Meeting – The committee met **Thursday, February 6, 2025 at 2 pm.** The 2024 report has been submitted and accepted by DEP

Water Shed Grant Program - Snyder County Conservation District does not have enough money available to help with the water shed project at the well site. Joshua Satteson suggested the FMA apply for a 319 Water Shed Grant. Josh Satteson said he would help with the application at no cost to the FMA. Thomas Gingrich made a motion to authorize Joshua Satteson to complete the 319 Water Shed Grant application on the FMA's behalf, Bruce Blades seconded and the FMA members unanimously approved the motion (6-13-2024). Joshua Satteson will start working on the application process, for an October 2025 submission.

American Tower Discussions – American Tower has requested a review of the previous submitted offer. The authority has decided to table this issue again.

Holes in Reservoir Roof – There are some holes in the plastic panels on the roof of the reservoir. This issue will be discussed at a future meeting.

Water System Replacement Priorities Committee - The Committee includes Thomas Gingrich, William Hoffman, HRG representative and a PESI representative, Joshua Owens.

Joshua Satteson presented updated cost estimates for system wide repairs of the water lines and connections. Current estimated is 5 million dollars. Larson Design can provide technical assistance for developing a phased plan for the upgrades. Thomas Gingrich suggested creating a committee to review option for water line improvements and prioritizing projects. Josh Satteson has developed a phased capital improvement plan at a total cost of \$5,109,000,

- Penn vest can offer a 60% grant with a 1%fixed interest rate for 20 years.
 - For a PennVest Grant/Loan design must be completed and permits must be in hand to apply.

- USDA is currently offering a 30 years loan at 3.25%
- The H2O program is not going to be funded for 2024 per governmental sources.
- Contacting SEDA-COG regarding possible CBDG Grant.
 - Send out education materials regarding the survey in the newsletter.
 - Request Shannon Rudy to attend a future FMA meeting.
- To complete a system design it will take 1 to 2 years, at an estimated cost of \$200,000 to \$250,000.00.
 - Permits alone would cost \$45,000.00 (estimated)
- 2023 Project to finish Front Street to South Street and replace the main serviced line from the Reservoir was estimated at \$720,000.00. Projected current cost increase of 10-15% for 2024 costs
- 2023 Reservoir Hill and Market Street project was estimated at \$2,138,000.00. Projected current cost increase of 10-15% for 2024 costs
- CBDG money can be used for Planning & Design.
- Local Share Account – The State Local Share Account is a possible funding source for engineering cost for the water replacement project. Josh Satteson and Wanda Kantz will research this funding source further. There is a 1 million max on this grant.
 - Thomas Gingrich made a motion to approve Wanda Kantz to submit an application on the FMA's behalf, William Hoffman seconded and the motion was unanimously approved by the FMA members. (Oct 10, 2024)
 - Wanda Kantz is planning on submitting a grant request for 1 million dollars of the total project cost of \$1.7 million.
 - Cost of the grant application is \$100.00
 - Submission deadline is November 30, 2024.
 - ***John Reichenbach made a motion to authorize Thomas Gingrich and Wanda Kantz as authorized Officials for the grant application, Bruce Blades seconded and the FMA members unanimously approved the motion.***
 - Wanda Kantz will submit the grant application the week of November 25th
- CBDG surveys will be completed the fall of 2024. Residence will be posted with a survey letter and the survey form with a stamped return envelope to return completed surveys to the borough office.
- The Authority will not qualify for a federal Public Works Grant Program as a possible source of funding for the project.
- Senate Appropriation Requests are not available for Municipal Authorities.
- Penn DOT's next paving project for Route 35/Market Street is scheduled for 2030, a micro surfacing project.

Lead & Copper Service Lines Inspection – Service lines for customers need to be inspected by October 2024 for lead and copper pipes according to DEP and Federal mandates. PESI submitted a cost for the lead, copper and sewer service line inspection of \$280/day for two PESI

employees to do the inspections. This cost would be split with the sewer authority. **There are 2 suspected lead service lines.** Lead & Copper Service Line Inspection report has been submitted.

Water Meter Replacement Project – The FMA would like to start planning to replace water meters in 2025 budget, due to most meters being at least 20 years old. Meter replacement would cost an estimated \$300 per meter. Josh Owens and Josh Satteson, both suggested implementing a Transfer of Property Ordinance like other borough are using to have the water meter replaces and sewer connections inspected before the property transfer can be completed. This would be at the seller’s expense.

Property Transfer Resolution – The FMA has reviewed a resolution that would require all properties that are being sold to replace the water meter at the owner’s expense before transfer of ownership. John Wiegler made a motion to approve the Property Inspection, Transfer and Water Meter Replacement Resolution, Resolution 2024-1, John Reichenbach seconded, the FMA members unanimously approved the motion (November 14, 2024). **This Resolution will become effective January 1, 2025.** Notice of resolution has been posted on Facebook and the Borough Website.

2025 FMA Budget – The draft 2025 budget has been advertised. *William Hoffman made a motion to approve the 2025 FMA budget, Bruce Blades seconded, the FMA members unanimously approved the motion.*

2025 FMA Meeting Dates – The 2025 FMA meeting dates have been advertised. *Thomas Gingrich made a motion to approve the 2025 FMA Meeting dates, John Reichenbach seconded, and the FMA members unanimously approved the motion.*

BJE Solar Field Project – BJE Properties is planning a solar field on the land that surrounds the municipal authority wells. There are two unused well on their property, and the company managing the project (ARM Group) would like to know if the Authority would like to abandon the two used well. The cost of this process would be covered by the solar field project. **John Wiegler made a motion to approve the abandonment process for the two unused wells on the BJE property, John Reichenbach seconded, the FMA members unanimously approved the motion (November 14, 2025).** Josh Satteson will be in contact the ARM Group regarding the FMA wishes. FMA Resolution 2024-3 would approve the abandonment of the two unused well on the BJE was presented for review. *William Hoffman made a motion to approve Resolution 2024-3, John Reichenbach seconded and the FMA Member unanimously approved the motion.*

CORRESPONDENCE: None

NEW BUSINESS

Meter Reading Discussion – A breakdown of 2024 meter reading dates and cost was presented for review. PESI has quoted a cost of \$390 - \$460 to read meters per quarter. William Hoffman will try to talk with Wayne Enders before the Jan 16, 2025 meeting in regards to possible ways to cut down on his meter reading hours. This issue will be discussed at the Jan and/or Feb meeting.

The 4th quarter meter reading dates will be December 16th & 17th.

The 2025 meter reading dates will be as follows:

1st Quarter – March 17 & 18, 2025

2nd Quarter – June 16 & 17, 2025

3rd Quarter – September 15 & 16, 2025

4th Quarter – December 15 & 16, 2025

AUTHORITY MEMBERS/EMPLOYEE CONCERNS - None

Possible Solar Field on FMA property – Attorney Cravitz suggested checking with the ARM Group about the possibility of installing solar panels on the FMA property also. Attorney Cravitz will send a letter of inquire to the ARM Group regarding this issue.

Pipe Bursting– Thomas Gingrich commented that he has be investigating a new process for replacing water lines called Pipe Bursting. He requested that Josh Satteson look into this process for a possible water line replacement project in the future.

John Reichenbach made a motioned to adjourn, John Wiegle seconded, the motion carried.

The Freeburg Municipal Authority's meeting was adjourned at 8:00 pm.

The next FMA meeting will be **Thursday, January 16, 2025 at 7 pm.**

Respectfully Submitted,

Wanda Kantz, Secretary

Freeburg Borough / Freeburg Municipal Authority Secretary/Treasurer

2024-2025 FMA officers are:

Thomas Gingrich, President

Bruce Blades, Vice-President

John Reichenbach, Treasurer

Wanda Kantz, Recording Secretary & Assistant Treasurer.