

**MINUTES OF REGULAR MEETING  
OF THE FREEBURG BOROUGH COUNCIL  
December 17, 2024**

<b>Approved Jan 21, 2025</b>
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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, Angela Weaver, Erica Stephenson, Regina Moyer and John Wiegler.

Others present were: Attorney Robert Cravitz, Richard “Bud” Bickhart, Mayor; Josh Owens, PESI; Wayne Enders, Sierra Zeigler, Tom Gingrich and Wanda Kantz.

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

***On a motion by Angela Weaver and seconded by John Wiegler the minutes of November 19, 2024 meeting minutes were approved by the Borough Council.***

***On a motion by Erica Stephenson the December 2024 bills presented were approved for payment, seconded by John Wiegler, the motion was approved by the Borough Council members.*** Wanda Kantz will pay the approved bills.

**PUBLIC CONCERNS** – None

**REPORTS FROM FREEBURG FIRE CO.** – No Report

**Fire Company Volunteers Needed Flyer** – Sierra Zeigler created a flyer, stating the need for additional volunteers for the fire company. This flyer is posted on the Borough website and the Facebook page. The flyer will also be included with the upcoming borough newsletter in the water & sewer bills. Tabbetha VanHorn Price suggested a possible door to door campaign to help recruit volunteers, Angela Weaver is also in favor of this options, this will be discussed with the fire company personnel in the future.

**PESI REPORT** – The December 2024 report from PESI regarding the Waste Water System was reviewed. Average Gallons Per Day (GPD): 35,000 Maximum GPD: 81,000

**WWTP Corrective Action Plan Response**– Josh Owens submitted the CAP response to DEP, it was accepted by DEP on December 9, 2022. A CAP update was submitted April 28, 2023. Ordinance education and remediation survey was included on June 30, 2023, with the 2<sup>nd</sup> quarter 2023 water & sewer bills. Service line inspections have been completed to identify possible connections issues.

**Pump #2** – There are issues with Pump#2, this pump needs to be repaired or replaced, Joshua Owens is working on prices for both options for the next meeting.

**Cross-Connection on Market Street** – During smoke testing a cross-connection issue was discovered on Market Street. Ways to further test this issue are 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.

**Service Line Inspections** –Service line inspections have been completed; 3 unit were unable to be inspected. Now, remediation inspections will be done to follow-up on issues that needed to be repaired. The next course of action is to send a letter giving 90 days for repairs to be completed, and inspections will be enforced with possible expenses. Angela Weaver made a motion to have Josh Ownes draft the remediation letter and send out to residences needing repairs with a 90-day notice, Erica Stephenson seconded and the Borough Council member unanimously approved the motion (11/19/2024). Josh Owens will draft the remediation letter, and Wanda Kantz will mail out to residents.

**Future Waste Water Treatment Plant Project** – The WWTP area has been surveyed to help facilitate planning for future WWTP projects. The Borough secretary and Josh Owens met with a grant specialist at Senator Schlagle-Culver’s office to discuss funding option for lining the borough’s sewer pipes. The specialist suggested setting up a meeting with Senator Thompson in State College to request a congressional appropriation for this project. Wanda Kantz and Josh Owens are working on completing the appropriations request form. Also, the borough secretary is working on a County CDBG survey of the borough residents. The results of this survey will be shared with the community in a future borough newsletter.

**Local Share Account Grant Request** – Wanda Kantz has been working on a Local Share Account (LSA) grant request application for almost \$500,000 for lining of the sewer lines on Market Street. LSA Grant request was submitted by November 30, 2024.

**Additional Sewer Lining Project** – Wanda Kantz commented that the council should consider continuing on lining the sewer pipes in problems areas, at lease 2-3 block to get started. Estimated cost to line one block is \$20,000. Tabbetha VanHorn Price made a motion to approved lining of 3 block of sewer lines in problems areas, Erica Stephenson seconded and the Borough Council member unanimously approved the motion (11/19/2024). Wanda Kantz and Josh Owens will coordinate this project.

## **MUNICIPAL AUTHORITY REPORT –**

**PA Small Water & Sewer Grant #2** – The FMA received \$80,000 from the PA Small Water & Sewer Grant program for upgrades and improvement at the water treatment plant.

**Lead & Copper Service Line Inspection**– Lead & copper service line inspections have been completed; report has been filed.

**Leaks** – No new leaks at this time.

**FMA LSA Grant** – The FMA has submitted a LSA grant request for \$1,000.000. to replace water lines on Market Street.

## **Borough Status Report –**

- Completed
  - Solar Speed Sign has been installed
- To Be Completed in Nov/Dec

- Front Street and New Market Street signs and brackets to be installed
- Exterior Door on Community Center Basement to be replaced
- Get pricing for an additional solar speed sign for west end of borough

## COMMITTEE REPORTS

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

**2024 Wage Review Worksheet** – The 2024 wage review worksheet was presented for review.

**\*\*The Borough Council entered into an Executive Session at 7:18 pm, the Borough Council returned from Executive Session at 8:08 pm, No actions were taken.\*\***

After discussion, Angela Weaver made a motion to give all employees, *except Trent Hoffman; who requested no wage increase for 2025*, a 4% raise in compensation. Catherine Dent seconded and the Borough Council member unanimously approved the motion.

2025 Wages will be as follows:

Wanda Kantz - \$33,280.00/annually

Trent Hoffman - \$13,000/annually

Sierra Ziegler - \$22.88/hour

Wayne Enders - \$26.00/hour

Rob Heddens - \$23.92/hour

Mervin Weaver - \$22.88/hour

**2025 Budget** – The 2025 Budget has been advertised. The revised 2025 Budget, reflecting the recently approved compensation changes was reviewed. ***Angela Weaver made a motion to approve the revised 2025 budget, Erica Stephenson seconded and the Borough Council members unanimously approved the motion.***

**2025 Tax Rate** – The 2024 tax rate is currently 11 mills; a 1 mill increase will generate \$4,532.00 in additional borough tax income. Resolution 2025-1 was presented stating that the 2025 Freeburg Borough tax rate will remain at 11.0 mill for 2025. ***Angela Weaver made a motion to approve Resolution 2025-1, Erica Stephenson seconded, the Borough Council member unanimously approved the motion.***

**ORDINANCES & PLANNING** – *Tabbetha VanHorn Price, Chair, Erica Stephenson and John Wiegler*

**CDBG Survey** – The CDBG survey forms have been sent out to selected residents in the borough, so far, we have received 44 completed surveys, we need a total of 55 survey. Follow-up phone calls have been made to the residents. Sierra Zeigler will continue to be working on this project.

**2024 CK-COG Maintaince Code** – The 2024 CK-COG Maintaince Code was presented for review to the borough council. ***Tabbetha VanHorn Price made a motion to approve the 2024 CK-COG maintaince code, John Wiegler seconded and the Borough Council member unanimously approved the motion.***

**Community Patrol Course of Action Plan** – Sierra Zeigler presented a Freeburg Borough Community Patrol Course of Action Plan for the council to review. After review, ***Angela Weaver made a motion to approved the Community Patrol Course of Action Plan, Catherine Dent seconded and the Borough Council members unanimously approved the motion.***

**200 West Market Street** – The Borough office has received complaints regarding this property having two unregistered and inoperable trailers and an unregistered boat. A property maintenance letter will be sent to the property owner regarding these issues. This property will be forwarded to CK COG for continued action.

**December 2024 Property Maintaince Report** – Sierra Zeigler  
214 East Front Street – Garbage Piles around garage, Send Letter  
6 North Willow Avenue – Possible unregistered trailers, garbage/debris, Send Letter  
215 East Market Street – Pile of furniture under garage overhang. Phone Call  
13 West Front Street – Wood/Garbage pile, No action at this time  
208 North South Street – Garbage under overhang. Send Letter

**205 East New Market Street** – This property is up for sheriff sale again.

**1 West Front Street** – Concerns regarding this property have been raised because of the current conditions, hoarding and infestation. A property maintenance letter will be sent.

**111 West Market Street Garage** – This property issue will also be discussed with CK COG at the upcoming meeting, for options to address the problems with the building permit issued. Possibly additional legal action may have to be taken by the Borough.

**Stray Cat Issues** – There are stray cat colonies within the borough and residents have expressed concerns regarding this issue. Angela Weaver knows someone who traps cats, gets them vetted and then offers them for adoption. Possible organizations to help with this issue are Alley Cat Allies and SUN Pets. Also, Wanda Kantz and Sierra Zeigler will check into possible grants for remediation options. Update: 2 of the property owners have stopped feeding the stary cats, one at 200 West Market Street continues to feed the stray cats. The council is working on creating a committee to deal with this issue.

**COMMUNITY DEVELOPMENT** – *Erica Stephenson, Chair, Catherine Dent and Weston Hoffman*

**Borough Website** – The web address is [www.freeburgborough.com](http://www.freeburgborough.com). The website domain has been renewed for 5 years, until January 12, 2030.

**Community Communication** – The Hyper-Reach System has been set-up and is in operation. Posters and flyers have been posted to share information on this system with the community.

**Borough Newsletter** – A copy of the upcoming borough newsletter was presented. This newsletter includes an appeal for fire company volunteers.

**PUBLIC FACILITIES, SERVICES AND SAFETY** – *Weston Hoffman, Chair, Angela Weaver and Regina Moyer*

**December Rental Income - \$955.00**

**Basement Door** – The community center basement door is deteriorated beyond repair. A new door will cost an estimated \$600. Erica Stephenson made a motion to repair the community center basement door at a cost of \$600, Weston Hoffman seconded, the Borough Council unanimously approved the motion (Oct 16, 2024). Trent Hoffman and Wayne Enders will coordinate the replacement project for December 2024

**Playground Repairs** – Trent Hoffman and Regina Moyer are working on grant funding for playground repairs.

**Recreation Areas Rehabilitation and Expansion** –Josh Owens and Wanda Kantz are working on a master plan for a grant application to DCNR for this project. We will need an engineered master plan and letters of support for this project. The Borough will need to hire a landscape architect to develop a master plan for this project. Josh Owens has a meeting planned with a DCNR Representatives and a landscape architect on October 23rd, to help create a master plan. Regina Moyer and Angela Weaver attended this meeting also. DCNR grant applications open in January 2025. Estimated cost of a landscape engineered plan is \$39,000. The DCNR Grant requires a 50% match in funds from the Borough for this grant application. Part of the DCNR grant process is getting community input for the project through a Public Outreach Meeting. After discussion, it was decided to ask the community for their input on the project at the Christmas in Freeburg event. This will help the Borough Council gauge if the community is even interested in this project. After review of community input, ***Angela Weaver made a motion to submit an application for a DCNR planning grant (with a 50% match from the borough), Tabbetha Vanhorn Price seconded and the Borough Council member unanimously approved the motion.*** Sierra Ziegler will continue to work on the planning grant application.

**East Front Street Bridge Project Design** –R K Webster has submitted a proposal to complete a bridge design for the Front Street bridge project. This design will look into concrete culvert and steel bridge options. R K Webster's proposal was for \$39,900.00. Angela Weaver made a motion to approve R K Webster's proposal for the Front Street bridge design, Tabbetha VanHorn Price seconded, the Borough Council members unanimously approved the motion (April 16, 2024). R.K. Webster has begun working on the East Front Street bridge project.

**Solar Speed Sign** –The solar speed sign has arrived. A Penn DOT Installation Resolution (2024-2) was approved so we can install the solar speed sign. Catherine Dent made a motion to approve Resolution 2024-2, Angela Weaver seconded and the borough council members unanimously approved the resolution on July 11, 2024. The signed documents have been sent to Penn DOT for review and have been approved. Sign has been installed

and is working well. Discussions about purchasing another sign for the west end of town. Wanda Kantz will get prices for the same type of sign for the January 2025 meeting.

**2024 County Liquid Fuels** –New Market Street signs with East and West designation will be the 2024 County Liquid project. Angela Weaver made a motion to approve the New Market Street sign project, Catherine Dent seconded, the Borough Council Members unanimously approved the project (April 16, 2024). Wanda Kantz has submitted the project to Snyder County for the borough 2024 project. Project has been approved and signs have been ordered, received and will be installed December 2024. Report has been submitted to County for 2024 county aid allotment of \$550.00.

**Rents for Community Center Office** – After discussion, *Tabbetha VanHorn Price made a motion to no longer charge the Freeburg Municipal Authority and the Sewer Authority rent for the borough office, Angela Weaver seconded and the Borough Council members unanimously approved the motion.* Wanda Kantz will inform the FMA regarding the change.

**Storm Drain Repair Quotes** – The Borough Council has received a quote from North Country Limited for 3 different storm drain repair projects. The council members would like additional quotes for these projects. Wanda Kantz and Wayne Enders will work on getting additional quotes, for a future meeting.

**CORRESPONDENCE** – None

**NEW BUSINESS** –

**2025 Meeting Date-** The 2025 Borough Council meeting dates were advertised. *John Wiegler made a motion to approve the 2025 Freeburg Borough Council meeting dates, Regina Moyer seconded and the Borough Council members unanimously approved the motion.*

**Borough Secretary Vacation Days** – Wanda Kantz informed the borough council that she will be taking vacation on the following days; December 24 & 26, and December 31. *Erica Stephenson made a motion to approve the requested vacation days, John Wiegler seconded and the Borough Council member unanimously approved the motion.*

**COUNCIL, MAYOR, SOLICITOR, EMPLOYEE CONCERNS** –

**The next meeting of the Borough Council will be Tuesday, January 21, 2025 at 7 pm.**

*A motion was made by Tabbetha VanHorn Price, seconded by John Wiegler to adjourn. Motion carried.* The Borough Council meeting was adjourned at 8:55 p.m.

Respectfully submitted, Wanda Kantz, Secretary

## **COMMITTEE ISSUES TO BE WORKED ON**

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

- **Possible summer internship program for 2025**

**ORDINANCES & PLANNING** – *Tabbetha VanHorn Price, Chair, Erica Stephenson and John Wiegler*

- **CDBG Survey – Still need 11 responses, of the total 55 completed surveys needed.**
- **Community Property Maintenance Patrols**
- **Stray Cat Colonies**

**COMMUNITY DEVELOPMENT** – *Erica Stephenson, Chair, Catherine Dent and Weston Hoffman*

- **Community Events**
- **Community Engagement**

**PUBLIC FACILITIES, SERVICES AND SAFETY** – *Weston Hoffman, Chair, Angela Weaver and Regina Moyer*

- **Community Center Issues**
  - **Basement Door Replacement**
  - **Painting of gym – quote of \$6,250.00**
  - **Roof Leaks & downspout issues**
- **Bridge repairs**
- **Recreation Rehab and Expansion Plan - at Ball Fields/Master Plan/DCNR Grant**
- **Solar Sign signs – possible additional sign purchase**
- **Storm Drain Projects**
- **Handicap Ramp for Borough Office Entrance – Tabled**