

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

Approved May 15, 2025

April 10, 2025

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

Others Present: Josh Satteson; HRG, Josh Owens; PESI, Attorney Robert Cravitz and Wanda Kantz.

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

PUBLIC CONCERNS: None

The March 13, 2025 meeting minutes were available for review. *John Reichenbach moved to approve the minutes, Bruce Blades seconded, the FMA members unanimously approved the motion.*

The paid bills for April 2025 were presented for review. *John Wiegler made a motion to approve the April 2025 paid bills, John Reichenbach seconded and the FMA members unanimously approved the motion.*

OLD BUSINESS:

PESI Report – The PESI report for March 2025 was reviewed, completed issues PESI has done:

- All the monthly DEP Reports for have been submitted with no violations.
- Located curb box and shut water off at 306 East Front St.
- Addressed the DEP violation notices
- Alarm callout; Loss of communication to reservoir
- Updated system RCAP map
- Worked to resolve low CL2 issues
- Alarm callout: High Cl2
- Attended Authority Meeting
- Repaired meter at 5 East New Market Street
- Installed bypass and blow-off, repaired additional leaking plumbing
- Ran COP, Performed alarm testing and calibration
- Read meters
- Performed quarterly 334-meter calibration
- Shut off water at 100 East Market Street
- Replaced curb boxes at 5 & 7 East New Market Street
- Addressed CL2 issues

- Prepared & Submitted Chapter 110 Annual Water Supply Report. (It showed a 38% unaccounted for water loss.)

Action Items:

- Regulators – Last regulator has been received,
 - To be installed when piping upgrade is completed
- Filter Items – PLC need replaced, PLC information given to HRG to coordinate replacement,
 - Revised Quote from Aria Filtra of \$15,896.92
 - PLC cost can be covered by remaining grant #2 funds
- FPPE – Closeout meeting was held January 30, 2024
 - Waiting for final report
- 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.
- pH Meter – The SC200 for pH monitoring needs to be replaced
 - HRG received a price quote of \$3,200.00, for a SC400 meter
 - Meter expense to be covered by grant #2
 - Meter has been ordered
 - Meter to be installed upon receipt
- Air Compressor –
 - Atlas Copco pricing received, \$8,895.00
 - Air Compressor expense to be covered by grant #2
 - Air Compressor has been ordered
 - Will be installed in April 2025
- Modules Permit –
 - Permit application has been submitted to DEP by March 14, 2025 deadline.
- Piping Upgrade – Process to water piping has been completed

Water usage for last month: Average GPD: 33,000 Maximum GPD: 41,000

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. Received approval from CFA Grant, purchase will be covered. Aria Filtra submitted a revise PLC quote of \$15,896.92. ***William Hoffman made a motion to purchase the PLC screen from Aira Filtra at a cost of \$15,862.92; Bruce Blades seconded, the FMA members unanimously approved the motion.*** Wanda Kantz will submit the order for the new PLC screen to Aria Filtra.

Air Compressor #2 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. Received approval from CFA Grant, purchase will be covered. Thomas Gingrich has been in contact with the vendor and has negotiated two options for the purchase of air compressor #2. After review of the options, John Reichenbach made a motion to proceed with option #1, for purchasing air compressor #2 at a cost of \$7,422.30, John Wiegler seconded and the FMA members unanimously approved the motion (March 13, 2025). Wanda Kantz submitted the purchase order for air compressor #2, the air compressor #2 has arrived and will be installed soon.

pH Meter – The SC2000 pH meter needs to be replaced, it cannot be calibrated anymore. Josh Owens received a quote for a replacement pH meter, SC4500, of \$3,200.00. Also, Josh Satteson will check to see if this purchase can be covered by Grant #2 as a micro-purchase. Received approval from CFA Grant, purchase will be covered by CFA grant #2. Thomas Gingrich made a motion to purchase the new pH meter, SC4500, William Hoffman seconded and the FMA members unanimously approved the motion (March 13, 2025). Josh Owens ordered the new pH meter. The new pH meter will be installed upon arrival.

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. William Hoffman made a motion for Attorney Cravitz to send a letter to DEP requesting clarification and possible exemption for the need to submit a permit, when no operation parameters have changed with the addition of the two new membranes except for the number of membranes, John Reichenbach seconded and the FMA members unanimously approved the motion (Jan 16, 2025). Attorney Cravitz drafted a letter to DEP for Josh Owens and Josh Satteson to review before submission to DEP. Josh Satteson will continue to work on the permit application in case it is still needed after the DEP response. The estimated cost of the permit application fee from HRG is \$3,000.00. John Reichenbach made a motion to approve the application process so if needed we are prepared, John Wiegler seconded and the FMA members unanimously approved the motion (Jan 16, 2025). Josh Satteson will continue to work on the permit application. Deadline for NOV completion is March 14, 2025. Attorney Cravitz email a letter to DEP January 22, 2025, waiting on a response from DEP, DEP responded that a permit is still required, Josh Satteson will submit the completed permit application due the due date of March 14, 2025.

Nitrate Level Issues

Line of Credit – Current line of credit balance is \$102,500.00. 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. This is still an issue with the second brine pump being installed.

HRG Response - Josh Satteson from HRG stated after review and discussion HRG will pay for the repairs to the brine pump plumbing issues, due to a design problem causing the leaking. HRG will pay for a contractor to make the needed repairs and reimburse the FMA for two brine pumps that have been damaged due to this issue. John Reichenbach made a motion to approve the above-mentioned repairs at HRG's expense and the reimbursement for two brine pumps by HRG, John Wiegler seconded and the FMA members unanimously approved the motion. (Feb. 13, 2025) **Josh Satteson will coordinate the repairs for this project. Jeff Pickens from JP Environmental, the original contractor will be making the needed repairs soon. Also, Josh Satteson will look into this cost maybe being covered by the CFA Grant #1 remaining funds, waiting for a response from Michele Moore, grant #1 coordinator.**

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 replacement pump has arrived.

Brine Pump Expenses – Wanda Kantz has submitted the expenses for two brine pumps to the Pa Small Water and Sewer Grant #1 for reimbursement.

Air Compressor #1 - Air Compressor #1 (Atlas Copco compressor) was not working, technician from the company came out and stated that he has never seen this issue before on a new air compressor, suggesting a part defect. This air compressor is one month out from the 1-year manufacturer's warranty, replacement part will cost \$2,516.04. The air compressor is temporarily fixed for now. Thomas Gingrich suggested contacting Atlas Copco regarding this issue and asking them to repair this air compressor under good will due to it not being an issue caused by the use of the unit, instead it is due to a defective part. Thomas Gingrich has been in contact with Atlas Copco regarding air compressor #1 repairs, after discussion and negotiation, Atlas Copco will cover the repairs needed for air compressor #1. Repairs to air compressor #1 will be made when air compressor #2 is installed and started up.

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 Volinski 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 #2** can be reimbursed under grant #2 as a micro purchase as long as it comes from a Costars approved vendor. Revised quote from Atlas Copco for air compressor #2 is \$7,422.30. Received approval from CFA Grant, purchase will be covered.
- **Membrane Operations Panel Display** – The membrane operations panel display has died. Replacement quote from Aria Filtra is \$22,163.73. Received approval from CFA Grant, purchase will be covered. Contacting supplier for additional information and possible assistance with decreasing expenses of this replacement
- **pH Meter** – The SC2000 pH Meter needs to be replaced, it can not be calibrated anymore. Quote from Hack Controls is \$3,200.00. Received approval from CFA Grant, purchase will be covered. New pH meter has been approved and Josh Owens will order.

- Received \$42,624.00 in reimbursement from grant #2.
- **Remaining balance for reimbursement on grant #2 is \$25,376.00**

System Water Leaks – No current leaks have been detected.

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 Tuesday, February 25, 2025 at 2:30 pm. The 2025 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 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
- CDBG 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 submitted 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
 - LSA Grant is in the review process.
- CDBG 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.
- Penn DOT's next paving project for Route 35/Market Street is scheduled for 2030, a micro surfacing project.
- Working with Quay Schapple, from Larson Design on planning and permitting planning through a grant from PennVest for technical assistance.
- If the FMA receives no grants, we will have to look into financing the projects through PennVest. To apply to PennVest we will need to have the project design and permits completed. A possible line of credit will be needed to completed the project design and permits.
- Wanda Kantz and Josh Satteson are working on submitting an Appropriations Request for funding through Senator "GT" Thompson's office.

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. Current, PESI and Wanda Kantz are working on service line remediation issues with property owners, and scheduling review inspections.

Water Meter Replacement Project – The FMA would like to start planning to replace water meters in future budgets, due to most meters being at least 20 years old. Meter replacement would cost an estimated \$300 per meter. This project will be discussed in the near future again.

BJE Solar Field Project – BJE Properties is planning a solar field on the land that surrounds the municipal authority wells. There are two unused wells 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 wells. 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 with the ARM Group regarding the FMA wishes. FMA Resolution 2024-3 would approve the abandonment of the two unused wells on the BJE property 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 (Jan 16, 2025). DEP has granted approval for the well decommissioning of the two wells on the BJE property, the project will begin on April 14, 2025, following DEP approved guidelines and processes.

Pipe Bursting– Thomas Gingrich commented that he has been 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.

2025 CFA Grant Application Period Open (CFA Grant #3)– Josh Satteson suggested applying for another CFA grant to replace the water line on North South Street due to the fact there have been two major leaks in this area over the last few years between Market Street to Academy Road. Wanda Kantz and Josh Satteson will work on completing the North South Street Water Line Replacement project application.

- **Two Options were presented:**
 - **Option #1** – Replace water line from Market Street to New Market Street at an estimated cost of \$323,000.00
 - **Option #2** – Replace water lines from Market Street to Academy Road at an estimated cost of \$425,000.00.
- ***William Hoffman made a motion to approve option #2; replacing water line from Market Street to Academy Road at an estimated cost of \$425,000.00; John Wiegler seconded and the FMA member unanimously approved the motion.***

- **Property Ownership & Maintenance Letter** - *William Hoffman made a motion to approve the property ownership & maintenance letter for grant #3 application, John Reichenbach seconded and the FMA members unanimously approved the motion.*
- **Funding Commitment Letter for Grant #3 Application** – *William Hoffman made a motion to approve the funding commitment letter for grant #3 application of \$63,750.00; John Reichenbach seconded and the FMA members unanimously approved the motion.*
- **Resolution 2025-1** – *John Reichenbach made a motion to approve the PA Small Water and Sewer Program Grant program grant application for \$425,000.00; John Wiegle seconded and the FMA members unanimously approved the motion.*

2024 FMA Audit – The 2024 FMA audit files will be sent to the accounting firm of Wagner, Dreese and Elsasser to have the 2024 audit completed.

CORRESPONDENCE: None

NEW BUSINESS –

Right to Know Request – The Municipal Authority has received a right to know request from Michael B. Smith Esquire for all documents relating to drinking water testing performed; all documents related to drinking water quality (including reports, results, memoranda, correspondence including emails, notes summaries, notices and all other documents from January 2024 to present and all documents relating to the February 2025 boil water advisory, including but not limited to documents that were consulted that led to the decision to issue the advisory. Thomas Gingrich ask Attorney Cravitz explain for the benefit of the newer FMA members that the FMA members and officers are covered under the general liability insurance for the authority against any law suits from this type of request of information or other possible litigation. Attorney Robert Cravitz assured the FMA members that they are cover from any liability against law suits for Authority actions or decisions.

Senate Appropriations Request – Wanda Kantz and Josh Satteson are working on getting information together for an appropriations request through Senator “GT” Thompson’s office for the 2026 appropriations request. *John Reichenbach made a motion to approve the appropriations request on the FMA’s behalf, William Hoffman seconded the motion and the FMA members unanimously approved the motion.* Wanda Kantz and Josh Satteson will complete the appropriation request.

AUTHORITY MEMBERS/EMPLOYEE CONCERNS –

Meter Reading – There was some discussion on the meter reading process and no one is clearly sure how the meter readings are calculated, are they rounded up or keep a continual

count on the number of gallons used. Tom Gingrich would like to have a clearer idea of how the process works. Tom Gingrich would like to have one of the meter reader to check reading at his home to help understand the meter reading process. Wanda Kantz will get a meter reader for him to use for this investigation.

William Hoffman made a motioned to adjourn, John Reichenbach seconded, the motion carried. The Freeburg Municipal Authority's meeting was adjourned at 8:02 pm.

The next FMA meeting will be **Thursday, May 15, 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.

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