

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

**Approved
Dec 11, 2025**

November 13, 2025

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

Others Present: Attorney Matthew Cravitz, Josh Owens, PESI; and Wanda Kantz.

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

PUBLIC CONCERNS:

300 East Academy Road – It has been made aware to the FMA, that the FMA is providing public water to this address, water has tested positive for cholrine. There are no connections noted on any of the water systems maps, but the water supply line from the filter plant goes across behind the residence and connects on Academy Road and Willow Street. Matthew Cravitz will look into the deed for this property to see if there are any notations regarding water service to this address.

The October 16, 2025 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 November 2025 were presented for review. *John Wiegler made a motion to approve the November 2025 paid bills, John Reichenbach seconded, the FMA members unanimously approved the motion.*

OLD BUSINESS:

PESI Report – The PESI report for November 2025

- All the monthly DEP reports were submitted on time with no violation
- Prepared Lead and Copper calculations, notices, distributed results and certifications to DEP
- Read meter at 111 East Street
- Conducted calibration, CIP, Maintenance, Alarms tests
- Worked on finished water turbidity meter
- Read meter at 207 E. Front Street
- Alarm callout, Nitrate meter
- Coordination with Hach for Nitrox meter repair & collected all serial numbers for all Hach instruments
- Prepared SDS update

- Replaced EFM line

Action Items:

- **Filter Items** – CHN heater needs installed
 - Have heater
 - Needs to be installed, several hour job to install, brine tank needs to be drained
- **FPPE** – Closeout meeting was held January 30, 2024
 - Violations have been addressed
 - Permit for additional filter was approved July 10, 2025
 - Quote from HRG for permit work and application, \$1,847.55. William Hoffman made a motion to approve the \$1,847.55 quote for the permit work and application, seconded by John Reichenbach, the FMA member unanimously approved the motion. (10/16/2025)
- **Modules** – Aria Filter took a module to shop to clean and test.
 - Will provide update on condition and whether it is worth it or not to keep and use the old modules.
 - Josh Owens to follow up on this issue with Aria Filtra
- **Maintenance**
 - New vial for Turbidimeter
 - New restraining ring for Nitratax
 - Hach maintenance on Nitratax
- **Corrosion Issue with Brine Solution on Pump**
 - HRG billed for portion of pump expenses not reimbursed by Grant #1
 - Invoice for \$250.00. John Reichenbach made a motion to forego collection on this invoice given that HRG did the permit work above at cost, seconded by William Hoffman, the FMA members unanimously approved the motion. (10/16/2025).
 - The plan to repair this issue is to install glued fitting and braces.
 - The current brine pump will stay in service to see if the new repairs will solve the issue.
 - HRG will need to replace a brine pump at their cost, due to the current issue causing damage again to a brine pump.
 - Josh Satteson stated he will see that the repairs for this issue will be covered either through HRG or by himself to resolve this issue.

Water usage for last month: Average GPD: 33,000 Maximum GPD: 42,000

Owens Professional Solutions, LLC (OPS) – Joshua Owens bought out PESI’s water and sewer operations services effective October 28, 2025. OPS will continue to work under the PESI contact until new contacts can be signed. Attorney Matthew Cravitz will review the new contracts before the next FMA meeting. New contract will be presented for signature at the next FMA meeting, December 13, 2025.

System Water Leaks – No current leaks have been detected.

Line of Credit – Current line of credit balance is \$85,000.00. 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. It was suggested looking into refinancing options for this loan starting Spring 2026.

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

- Received \$42,624.00 in reimbursement from grant #2., request #1
- Final grant reimbursement submission has been submitted for \$29,963.00, this submission is for the Membrane Operation Panel View Display (PLC Monitor), Air Compressor #2 and the pH meter. Request was submitted September 4, 2025
- FMA members discussed all documents for request #2 by submitted by October 17, 2025
- Final Reimbursement was received October 27, 2025 for \$25,460.00.
- **PA Small Water & Sewer Grant #2 has been closed out.**

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 - Joshua Satteson suggested the FMA apply for a 319 Water Shed Grant. Joshua Satteson would like to discuss this issue with Matt Wilson from Susquehanna University about this project being used as a possible Susquehanna University research project, and them possible helping to write the 319-grant request, at no expense to the FMA.

American Tower Discussions – Current lease agreement ends August 23, 2039. The FMA has received an email from the new lease administrator, Bryan Miller, regarding ATC's Right of First Refusal (ROFR) language program. This program offers a \$5,000.00 signing bonus for the signing of a ROFR with ATC. Attorney Cravitz will review this offer and contact ATC regarding questions; and share additional details at the December 13, 2025 FMA meeting.

Holes in Reservoir Roof – There are some holes in the plastic panels on the roof of the reservoir. Thomas Gingirch evaluated the reservoir roof; the roof is leaking at the light panels along with some other areas where screws are leaking. The members recommended getting the names of some contractors we could contact to review the repairs needed and provide estimates. William Hoffman spoke to a Mike Stoltfuz regarding this project and he looking for replacement materials for the project. This project might have to wait until spring 2026.

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

- 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 Freeburg Community doesn't qualify for CDBG Grant money, due to the median household income being too high. Survey completed in 2025 is good for 5 years.
- 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
- 2024 Local Share Account – There is a 1 million max on this grant.
 - Wanda Kantz 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.
 - Wanda Kantz submitted the grant application the week of November 25, 2024
 - LSA Grant is in the review process.
 - HRG will assist in re-applying for this grant for 2025, same project.
- 2025 LSA Grant Application – Wanda Kantz will be submitting a LSA grant request for the same project as in 2024.
 - Authorized Official Resolution (AOR)– an Authorized Official Resolution for the 2025 LSA grant application needs to be approved. ***Thomas Gingrich made a motion to approved the 2025 AOR for 2025 LSA grant, John Wiegle seconded and the FMA members unanimously approved the motion.***
 - Wanda Kantz will submit the 2025 LSA grant application by Nov 20, 2025.
- 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.

Lead & Copper Service Lines Inspection – Service lines for customers have been inspected for lead and copper pipes according to DEP and Federal mandates. **There is 1 suspected lead service line yet to be investigated.** Lead & Copper Service Line Inspection report has been submitted. All property owners have been contacted regarding issues; all issues have been resolved.

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 replacements would cost an estimated \$300 per meter. This project will be discussed in the future again.

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.

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. Application was submitted April 30, 2025.

- **Proposed Project**
 - **Replace water lines from Market Street to Academy Road at an estimated cost of \$425,000.00.**
- We should receive notice if we received this grant by the end of September/beginning of October 2025.

Senate Appropriations Request – Wanda Kantz and Josh Satteson have submitted appropriations request through Senator “GT” Thompson’s office and Senator John Fetterman’s offices for the 2025 appropriations requests, both requests were not forwarded onto the next round for the 2025 Budget. Wanda Kantz will attempt to submit these requests again in 2026, for the 2027 budget. The project that will be submitted for this request will be water line replacement on New Market Street from Whitetop road to the bridge by Willow Street. Wanda Kantz will try reaching out to Senator’s “GT” Thompson’s and John Fetterman’s offices on a regular bases checking for any additional funding opportunities available.

Cameras at Water Treatment Plant – The FMA members discussed that installing camera at the water treatment plant would be a good idea. This project will be discussed at a future FMA meeting.

Fire Protection Options– Possible solutions to help with water pressure issues when hydrants are opened will be discussed at a future meeting when Josh Owens and Josh Satteson are in attendance for their ideas. No discussion

Possible Lawsuit against FMA – The FMA received notice of possible litigation from the complainant’s attorney. **No updates currently on this issue.**

2026 Budget Approval– The draft 2026 FMA budget was presented for review. William Hoffman made a motion to advertise budget option #1, Bruce Blades seconded and the FMA members unanimously approved the motion (10/16/2025). Wanda Kantz advertised the draft budget. ***John Reichenbach made a motion to approved the 2026 budget, Bruce Blades seconded, the FMA members unanimously approved the motion.***

2026 Rate Increase – A draft of two possible options for 2026 rate increases was presented for review. Consensus of discussion was that the Options with the minimal use fee of \$160.00 was the preferred option. Resolution 2025-4 was presented; this resolution will increase the base water rate to \$160.00/unit/quarter. Overages from 8,000 to 14,000 gallons will be billed at a rate of \$15.00/1,000 gallons over, and overaged over 15,000 will be bill at \$18.00/1,000 gallons. ***John Reichenbach made a motion to approve Resolution 2025-4, Bruce Blades seconded and the FMA member unanimously approved the motion.*** The rate increases will go into effect January 1, 2026

Insurance Policy Renewal –

- Selective Ins Quote received - \$8,740.00, details included in packet.
- John Reichenbach made a motion to accept the quote from Selective Ins., but if unable to do so immediately renew with the Kilmer Group to ensure the Authority has insurance, seconded by Bruce Blades, all FMA members unanimously approved the motion (10/16/2025)
- Wanda Kantz will contact Selective Ins. ASAP, to bind coverage.
- **Selective Insurance coverage was effective October 7, 2025.**

Billing Procedure – William Hoffman made a motion to enforce late fee as stated on bills (25%), late fee will be posted the day after the due date, seconded by John Wiegler, the FMA members unanimously approved the motion (10/16/2025)

- Due date will be the end of the month, i.e. Jan 31, April 30, July 31 and Oct 31st.
- Late fee will be added the first day of the following due date month, i.e. Feb 1, May 1, Aug 1 and Nov 1.
- Late fees will not be waived.
- This policy will go into effect with the December 30, 2025 bills, (4th quarter 2025).

Cracks in Water Treatment Building – There are several cracks in the joints of the water

treatment plant walls. Thomas Gingrich volunteered to fix the cracks and be reimbursed for materials. John Reichenbach made a motion to reimburse Thomas Gingrich for materials only, seconded by William Hoffman, the FMA members unanimously approved the motion (10/16/2025). Cost of repairs was \$84.49 for materials only, no labor costs, due to Thomas Gingrich donating his time for the project.

2026 FMA Meeting Dates – The 2026 FMA meeting dates were presented for review. John Reichenbach made a motion to advertise the 2026 FMA meeting dates, Bruce Blades seconded and the FMA members unanimously approved the motion (10/16/2025). Wanda Kantz advertised the 2026 FMA meeting dates. *John Reichenbach made a motion to approve the 2026 FMA meeting dates, John Wiegler seconded and the FMA members unanimously approved the motion.*

CORRESPONDENCE: None

NEW BUSINESS – None

AMENDMENTS TO THE AGENDA – No Amendments to the agenda were made.

AUTHORITY MEMBERS/EMPLOYEE CONCERNS –

William Hoffman made a motion to adjourn, John Wiegler seconded, the motion carried. The Freeburg Municipal Authority's meeting was adjourned at 7:46 pm.

The next FMA meeting will be **Thursday, December 11, 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:

4th Quarter – December 15 to 18, 2025 (revised)

The 2026 meter reading dates will be as follows

1st Quarter – March 16 to 19, 2026

2nd Quarter – June 15 to 18, 2026

3rd Quarter – September 14 to 17, 2026

4th Quarter - December 14 to 17, 2026