

THE 2018 REORGANIZATION MEETING WAS CONDUCTED BY ATTORNEY PETER FAGAN ON JANUARY 17, 2018 FOR THE BOROUGH OF FREELAND MUNICIPAL AUTHORITY.

Mr. Thomas made a motion to name Mr. Dave Kavitski as Chairman of the Board and Mr. Fisher second. Vote 3-0.

Mr. Kavitski at this time asked Attorney Peter Fagan if the current board members, which did not change, could retain their titles on the Board. Mr. Fagan said all could remain the same just need a motion to make it official. Mr. Thomas made the motion for all board members to retain their current titles and Mr. Fisher second. Vote 3-0.

Mr. Thomas retains the Title of Vice Chairman.
Mr. James Fisher retains the Title of Secretary.
Mr. Richard Lindsey retains the Title of Treasurer.
Mr. Michael Spock retains the Title of Assistant Secretary/Treasurer.

At this time, Mr. Kavitski took chair of the meeting.

THE REGULAR MONTHLY MEETING WAS HELD JANUARY 17, 2018. PRESENT WERE MR. KAVITSKI, MR. THOMAS, MR. FISHER, CHARLES MADISON, STEWART SMITH, THE SOLICITOR, THE ENGINEER AND SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

CITIZEN PARTICIPATION

There were no citizens present.

At this time, Mr. Kavitski recommended not to retain GHD Engineering. Mr. Thomas made the motion to retain the following people and Mr. Fisher second. Vote 3-0. The Authority appointed to retain the following:

Peter Fagan	Solicitor
Borton Lawson Engineering	Consulting Engineer – Sewer Division & Special Projects
Snyder & Clemente	Accountant
Community Bank & ESSA Bank	Depositories
Carlene Troell	Non-Member Secretary

APPROVE DECEMBER MINUTES

Mr. Thomas made the motion and Mr. Fisher second. Vote 3-0.

APPROVE DECEMBER PAID INVOICES

Mr. Thomas made a motion to approve the December paid invoices for the Water Division totaling \$ 87,255.61 and the Sewer Division invoices totaling \$ 93,231.40. Mr. Fisher second. Vote 3-0. (Reference 2119-A).

CURRENT INVOICES

Mr. Fisher made a motion to approve payment of the current Water Division invoices totaling \$ 37,940.96, the Sewer Division invoices totaling \$ 26,062.04, and the Sandy Run invoices totaling \$ 215.30. Mr. Thomas second. Vote 3-0. (Reference 2119-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2119-C.

Mr. Fisher would like to look into CD rates for a higher rate of return on the monies the Authority currently has in Community and ESSA banks.

Mr. Kavitski did inform the Authority Board that in approximately 5 to 10 years a new press will be needed at the sewer wastewater treatment plant and the approximate cost for a new press is \$350,000.00. The Authority should consider taking extra funds from the Sewer Division and put into a Jumbo CD for higher rate that way monies could be there when the press is needed in a few years. The Authority will look into taking approximately \$150,000.00 out of the Sewer Division and approximately \$50,000.00 out of the Water Division to be placed into Certificates of Deposit. Mr. Fisher and the Board Secretary will look into this matter and have information for the next meeting.

APPROVE 2016 AUDIT FROM SNYDER & CLEMENTE

Mr. Thomas made a motion to approve the 2016 Audit that was presented at the December 20th of 2017 meeting by John Nonnemacher of Snyder & Clemente and Mr. Fisher second. Vote 3-0.
See Reference 2120-A.

2018 WATER AND SEWER BUDGETS

Mr. Thomas made a motion to approve and Mr. Fisher second. Vote 3-0. (Reference 2120-B).

SEWER DIVISION REPORT

See Engineer Report Reference 2120-C.

I & I reporting for the PADEP Act 537 Special Study will have very beneficial information this year since installing the 3 flow meters and in the very near future, the Authority will be adding two more additional flow meters.

Samantha Albert of Borton Lawson Engineering recommends that the Authority look into raising the industrial surcharge rates because the cost of chemicals and electricity has been increasing.

Samantha Albert of Borton Lawson Engineering was discussing the sampling data from the testing which is showing a lot of low levels or none detects for chemicals that the EPA requires. Ms. Albert and Gene Zynel want to see if the Authority can decrease some of the testing samples because the cost to run the samples and if we are not detecting the chemicals why continue testing for such chemicals.

The WWTP Annual Effluent Monitoring Report is due by January 31, 2018. Mr. Madison said we have it completed and we are awaiting for Mr. Zynel to check it than we will submit it.

Local limits for all industries is needed. The ordinance for local limits for each municipality will concede to the Authority the right to enforce the limits. We are responsible for all the industries in our system and we need to control the discharges from these industries.

Water reservoir construction scheduled to start in March with substantial construction to be completed by July and demolition of old reservoir by October.

LSA Grant will need to be extended because the end date of contract is June 30, 2018. Samantha Albert of Borton Lawson Engineering will take care of the extension.

LB Industries and George J Hayden Inc., contractors for the Reservoir project, request payment for work, and it will be submitted for payment. Mr. Kavitski made the motion and Mr. Thomas second. Vote 3-0.

Mr. Thomas made a motion to purchase 2 more flow meters identical to the other 3 flow meters recently purchased from North East and Mr. Kavitski second. Vote 3-0. Mr. Madison will place the order.

The Authority will put in place Resolution No. 1 of 2018 to approve the local limits for our industrial customers. In 2009, these limits were provided to us by our engineering firm Borton Lawson for all of our industries, who use our wastewater treatment plant. Mr. Kavitski made the motion and Mr. Thomas second. Vote 3-0. (Reference 2120-C).

Attorney Nick Haros has recommended a resolution for local limits which the Authority board just made a motion on. The three ordinances – Butler, Foster and Freeland Borough are not exactly alike which passing the resolution will take care of the local limits for industries. Attorney Nick Haros is currently working on

new NOV's, so if or when they are needed we will be able to use them. Attorney Nick Haros recommended having a hearing now to file an injunction to get Citterios to comply with the pretreatment limits. If the Authority does this, the injunction if issued, would make Citterio either haul their waste, treat their waste or comply with their limits. Attorney Nick Haros suggested we have this in place for the springtime, in case we are over our TDS limits. The Board decided to hold off on filing for an injunction until Mr. Spock is present because he is Foster Township Sewer Representative on the Authority Board.

Mr. Madison will be obtaining quotes for a prefab concrete building to house the magnesium hydroxide tank, to determine just approximately how much the costs will be.

The sewer plant is working in excellent condition. BOD removal is 99.5% and TSS is 99% with no by passes for month of December. The magnesium hydroxide tank is back in operation to help with the sludge. We are at dumpster # 72 with 89.06 dry tons compared to last year which we were at dumpster #73 with 94.47 dry tons. We are currently at dumpster #5 for 2018.

John Yefchak and Rick Alexander are both enrolled in classes for licensing to become a certified waste water operators.

Alliance Landfill has accepted us as a new customer for our sludge which will be an approximate cost savings of around \$18,000.00 per Mr. Madison.

WATER DIVISION REPORT

Frozen service laterals this year some are in the house or the customer service lateral outside before the curb stop which would be their responsibility. We have four addresses that are to be our responsibility because the frozen line went past the curb stop. Come summer we will look at these four addresses to see if we can rectify this situation. Mr. Thomas made the motion to pay the invoices on the addresses that are the Authority's responsibility and Mr. Kavitski second. Vote 3-0.

Request for RUS Payment #12 in the amount of \$ 51,679.51 Mr. Fisher made the motion to approve and Mr. Thomas second. Vote 3-0. (Reference 2121-A).

Mr. Kavitski will be setting up a meeting with Meiser & Earl Hydrogeologists for a discussion on locating a new well. They have 5 to 6 hydrogeologists on their staff. Mr. Kavitski will obtain some available dates for the board members to meet with them.

Mr. Thomas said he received a phone call from Greg Sitch, who lives in Upper Lehigh, who had concerns on the piping problem in the street that needs to be looked into and corrected in the spring. Mr. Madison will look into this matter.

BORTON LAWSON INVOICES

Borton Lawson Invoices Mr. Fisher made a motion to approve and Mr. Thomas second. Vote 3-0. (Reference 2121-B).

ATTORNEY REPORT

Attorney Fagan stated the loan agreement for Freeland Borough, concerning the software that the Authority paid for is, waiting on the Borough to sign and return to the Authority. (Reference 2121-C).

MANAGERS REPORT

Mr. Madison and Mr. Yanoski will be attending continuing education classes for their water operator licenses on January 30th and January 31st of 2018.

Mr. Madison will be calling Medico for estimates on the 580 Case Loader.

The Mack truck is running well since John Kanuck found the wiring issue that was corrected.

The work bench is now completed and will help with maintenance work that the Authority can complete in house.

OTHER/OPEN ACTIONS

Century 21 Property Manager has contacted the Authority asking for utility bills for Jill Dorneman property be mailed to them for payment. The Authority denied the request due to the fact we only mail utility bills to the owners. The owner, Jill Dorneman can forward the bills to Century 21. (Reference 2122-A).

Mr. Madison and Mr. Smith's job descriptions are still in development and should be available to them shortly.

Mr. Thomas made a motion for Lisa Zeravsky to be named the Right To Know Officer for the Authority and Mr. Fisher second. Vote 3-0.

Mr. Thomas made a motion for Lisa Zeravsky to be named Pension Officer and will take care of all pension related documents and Mr. Kavitski second. Vote 3-0.

Mr. Fisher made a motion for Carlene Troell to be an authorized check signer along with the all the current Board Members and Mr. Kavitski second. Vote 3-0.

Mr. Thomas made a motion for Carlene Troell to be authorized to get additional training on the Denali Accounting Software either by remote access or webinars and Mr. Fisher second. Vote 3-0.

Guyette Communications will be here tomorrow morning to discuss problems with the call out system. Mr. Kavitski will be looking into Swift Reach call out system just to compare the two systems.

Mr. Fisher made a motion to obtain a separate server to be connected to the network to keep track of everything along with asset management software and back flow prevention software at an approximate cost of \$5,000 and Mr. Thomas second. Vote 3-0.

Mr. Kavitski is very proud of the employees. The 2017 projects that we wanted to accomplish were completed along with 35 additional tasks that were completed. (Reference 2122-B).

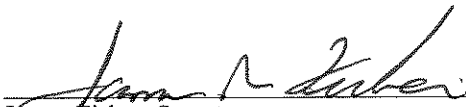
Mr. Madison will be developing a grease trap ordinance.

Mr. Madison will be obtaining estimates for a meter for Well # 4.

ADJOURN

Mr. Fisher made a motion to adjourn the meeting. Mr. Thomas second. Vote 3-0.

These minutes are certified true and correct to the best of my knowledge.


James Fisher, Secretary


Carlene Troell, Non-Member Secretary