

MINUTES OF A REGULAR MEETING OF  
THE GENERAL AUTHORITY OF THE CITY OF FRANKLIN

April 11, 2023

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Roll Call

Members in Attendance:

Timothy Dunkle  
John Eckel  
Fred Leyda  
Caleb Williams  
Peter O'Polka

Absent:

Chad Ellis  
Jody Freni

Others in Attendance:

James M. Greenfield, Authority Solicitor  
Jim Wetzel, Fire Chief  
Kurt McFadden, City of Franklin  
Scott Stoltenburg, Water Network  
Devin Hines, Water Treatment Plants  
Kyle Fritz, The EADS Group  
Michael Gorman, Tech Resources Coordinator  
Tracy Jamieson, City of Franklin  
Glenn Brown, Wastewater Treatment Plant  
Mike Moore, Wastewater Network  
T.J. Parks, Recording Secretary  
Helen Fielding, The Derrick  
Brian Spaid, Dale Woodard Gent McFate  
Alex Spaid, Dale Woodard Gent McFate

3. Adoption of Agenda

Mr. Fritz requested to add PENNVEST Payment Requisition 5 under 6(A)(2)(a).

Motion by Mr. Eckel and seconded by Mr. Williams to adopt the agenda, as amended.  
Motion passed unanimously.

4. Approval of Minutes

Mr. Dunkle stated that, "Motion passed unanimously" was missing under item number 4 from the March minutes.

Motion by Mr. Leyda and seconded by Mr. O'Polka to approve the minutes of March 14, 2023, as amended. Motion passed unanimously.

5. Citizens' Inquiries – None

6. Water

6.A. Operations/Project Reports

1. Staff

Mr. Hines

- Trees down at Barrett Flats that took out portions of fencing. Mr. Hines said they will repair them in-house.
- Recommended looking into a generator for either the 7<sup>th</sup> Street pump station or the 15<sup>th</sup> Street pump station, once completed, as recent storms have caused longer-than-usual power losses. Drayer Electrical suggested a generator with at least 100-150 kWh. Mr. Dunkle authorized Mr. Hines to scope out pricing for generators.

Mr. Stoltenberg

- Replacing many main line valves in coordination with the paving. Will start Evergreen Drive once the hydrant flushing is completed.
- One of the hydrants on Bredinsburg Road was broken during flushing. He wasn't sure as to the extent of the damage.
- A valve broke at 8<sup>th</sup> and Elk Streets

Mr. McFadden

- Reported about a power outage over the weekend where half of the City lost power, causing Bredinsburg to be out for three (3) days. He thanked Mr. Moore for loaning his 25 kWh generator to keep the station going until electricity was restored.

2. *EADS Group*

**PENNVEST Legacy Waterline Project**

Mr. Fritz introduced Change Order 3, which increases the contract by \$2,923 for an additional 79 square yards of highway base repair, closing the project out at \$777,178 (\$60,000 under budget). Also presented for approval is Mortimer Excavating's final payment application for \$113,120 and PENNVEST payment requisition number 5 in the same amount. Mortimer's will address the Elk Street warranty work this spring.

Motion by Mr. Eckel and seconded by Mr. Williams to approve Change Order 3 as presented. The motion passed unanimously.

Motion by Mr. Williams and seconded by Mr. Eckel to approve the final payment application from Mortimer's Excavating in the amount of \$113,120. The motion passed unanimously.

Motion by Mr. Eckel and seconded by Mr. Williams to approve Payment Requisition 5 in the amount of \$113,120. The motion passed unanimously.

**Front Street Waterline**

Mr. Kalp stated that the Highway Occupancy and ES Permits have been approved and the final design is complete. Bidding will depend on when funding is available, as the project was not awarded Local Share Account grant funds that were announced this past March.

**Allegheny Boulevard Waterline**

Mr. Kalp informed that the ES permit has been approved and that the Highway Occupancy Permit approval is to be issued upon PennDOT's completion of the trail project. Seneca Realty and Crivelli easements have been obtained, while other easement acquisitions continue. Bidding will depend on PennDOT's schedule and funding availability. This project was also not awarded Local Share Account funding.

**15<sup>th</sup> Street Pump Station & Miller Hill Waterline**

Mr. Fritz reported that Terra Works has completed all the waterline work and anticipates having the pump station delivered in November. Terra Works submitted Payment Application 3 in the amount of \$120,956.85 that includes work completed through March 22, 2023. They also submitted a quote in the amount of \$23,155.25 to demolish the existing pump station once the new one is installed and operational. Mr. Fritz feels this pricing is a bit high and would like to solicit additional quotes before moving forward.

Motion by Mr. O'Polka and seconded by Mr. Eckel to approve Payment Application 3 in the amount of \$120,956.85. The motion passed unanimously.

As for the waterline work on Old Mercer Road, Mortimer's has finished installation and will be moving to Sibley Avenue. They submitted Payment Application 1 for \$53,947.80 which includes work completed through March 31, 2023.

Motion by Mr. Eckel and seconded by Mr. Williams to approve Mortimer's Payment Application 1 in the amount of \$53,947.80. The motion passed unanimously.

**Misc. Water Items**

Mr. Fritz is working with Mr. Gorman on the GIS information for the lead service line inventory and is creating a template to allow data to be linked to the GIS. EADS will enter data from previously completed waterline projects and link existing documentation to the GIS database.

*6. B. Water Financial Report*

Total Unrestricted Water Funds Balance is \$457,664. Motion by Mr. Eckel and seconded by Mr. Leyda to accept the financial report for February. Motion passed unanimously.

Motion by Mr. Eckel and seconded by Mr. Williams to pay the following bills. Motion passed unanimously.

City of Franklin General Services Fee for March	\$ 1,314.50
Dale Woodard Gent Law Firm for Water General Matters	\$ 160.00
Dale Woodard Gent Law Firm for Allegheny Boulevard Waterline Project	\$ 645.75
Dale Woodard Gent Law Firm for Warranty Dispute	\$ 350.00
Dale Woodard Gent Law Firm for Sugarcreek Boro	\$ 300.00
The EADS Group for 2023 Engineering	\$ 328.50
Anthony Parks for March meeting	\$ 50.00

The EADS Group for 15 <sup>th</sup> Street Pump Station	\$ 3,024.38
Terra Works for 15 <sup>th</sup> Street Pump Station	\$ 120,956.85
Mortimer’s Excavating for 15 <sup>th</sup> Street Pump Station	\$ 53,947.80
The EADS Group for Front St. Water Line	\$ 9,000.00
The EADS Group for Allegheny Blvd. Water Line	\$ 3,624.98
Water Fund Monthly Invoices for Approval	\$ 67,323.96
Totals:	\$ 261,026.72

Additional items to be reviewed:

- Pre-approved invoice and payroll reimbursements to General Fund
- Pre-approved payroll for 3/10/23 and 3/24/23
- 3/31/23 YTD draft budget including a detail of invoices paid and revenue received.

7. Sewer

7.A. Operations/Project Reports

1. Staff

Mr. Brown

- Power outage lasted for 28 hours. One 6” pump was set up first, then another after waiting for a couple hours. It worked out well, but could have been problematic if it was raining heavily.
- Summit hired a new employee to help fix the big-screen monitor on the SCADA system

Mr. Moore

- Discovered a sewer lateral that was not connected to a vacant house. Continental Construction will be back to install.
- Has not received a status update on the sewer jet
- Mrs. Jamieson asked if Mealy Excavating will be back this spring to fix the asphalt on Eagle Street. Mr. Fritz confirmed that they will.

2. EADS Group

**15<sup>th</sup> Street CSO Project Update**

Mr. Kalp reported that the remaining warranty items are expected to be completed in May.

**WWTP**

Mr. Kalp stated that the influent pumps were received on March 21, 2023 and they are scheduled to be installed in August when the flow levels are typically low. The water back will be installed by CS&E at a date that has not been scheduled yet. The 2022 Chapter 94 report was submitted in March.

**A-108 Phase I Sewer Replacement & CSO Elimination Project**

Mr. Fritz reported that he is continuously working on the required environmental permits and clearances, the applications for which are due by the end of the month. Mr. Fritz has prepared the signature pages to be signed this evening. Part II permits will be submitted at the end of 2023, once the scope of work is confirmed, and submit for funding early in 2024. Mrs. Jamieson requested that coordination be made with PennDOT as the Betterment Project is carried out so newly paved road surface is not being disturbed. Mr. Fritz stated that the scope of work along Liberty Street has not been fully determined, but they are trying to do as much trenchless digging as possible.

**Misc. Sewer Items**

USG was notified that their agreement was approved for CCTV work this summer.

*7.B. Sewer Financial Report*

Total Unrestricted Sewer Funds Balance of (\$278,942).

Motion by Mr. O'Polka and seconded by Mr. Eckel to accept the sewer financial report. The motion passed unanimously.

Motion by Mr. Eckel and seconded by Mr. O'Polka to pay the following bills. The motion passed unanimously.

City of Franklin General Services Fee for March	\$ 0.00
Dale Woodard Gent McFate for Sewer General Matters	\$ 160.00
Dale Woodard Gent McFate for Rules, Regulations, Policies	\$ 840.00
The EADS Group for 2023 Engineering	\$ 2,732.33

The EADS Group for Chapter 94 Report	\$ 698.26
Anthony Parks for February meeting	\$ 50.00
The EADS Group for Flow Monitoring 5 CSO Sites – March Services	\$ 3,875.00
Kappe Associates Inc. for Storm Tank Pump & Installation	\$ 72,440.47
The EADS Group for A-108 Planning S03-21	\$ 23,047.46
Sewer Fund Monthly Invoices for Approval	\$ 9,627.49
Totals:	\$ 113,471.01

Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund

Pre-approved payroll for 3/10/23, 3/24/23

3/31/23 YTD draft budget including a detail of invoices paid and revenue received.

8. Reports

A. Chair's Report

- Mr. Greenfield stated that all the changes had been made to the Sewer Rules and Regulations that were discussed at the last review meeting. Mr. Dunkle requested that approval be added to the agenda for May's meeting.
- Mr. Dunkle reminded everyone of the Waterline Inventory Meeting on April 19, 2023 at 6 P.M. at the Professional Building.
- PMAA Authorities is holding a management workshop in Seven Springs, PA. Mr. Dunkle invited anyone interested to let him know.
- Received a PMAA Performance Assessment survey invitation. The Authority would do the survey themselves to receive feedback on any shortcomings and areas of improvement. Registration is \$250. Mr. Dunkle invited anyone interested to let him know.

B. City Manager's Report

- Mrs. Jamieson discussed the 2022 General Services Fee reconciliation report, which is a requirement in the Management Agreement with the water and sewer systems. The

amounts owed to the Water Fund and Sewer Fund are \$16,852.17 and \$20,271.52, respectively, and those are reflected in the reduced or nonexistent General Service fees listed above.

- Following up on discussion of using the Venango County Infrastructure Bank to help fund certain projects, Mrs. Jamieson found out that loan payments would have to be started after loan closing, as interest would start accruing as soon as the loans are approved. Since the Allegheny Blvd. Project can't start until 2024, the loan application was put on the back burner this year.
- Requested time in Executive Session to discuss potential litigation.

C. Public Utilities Director's Report:

- Mr. McFadden reported that he has no updates on dump truck delivery
- Commended the crews for their hard work during the power outages

D. Mapping Update:

- Mr. Gorman said he has been without a computer for a couple weeks, but is back up and running and catching up with back work
- Consumer Confidence Report is completed and has been published in the paper and on the City website

E. Solicitor's Report:

- Mr. Greenfield has an easement agreement to sign at the end of the meeting.

9. Executive Session

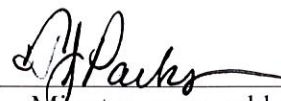
Mr. Dunkle requested to enter into Executive Session at 6:48 P.M. to discuss potential litigation matters. The Executive Session ended at 7:05 P.M.

Meetings

The next committee meeting is April 27, 2023 at 10:00 A.M.  
The next regular meeting is May 9, 2023 at 6:00 P.M. at City Hall.

10. Adjournment:

Motion by Mr. Eckel and seconded by Mr. Leyda to adjourn the meeting at 7:06 P.M.  
Motion passed unanimously.



Minutes prepared by T.J. Parks