

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

November 11, 2025

1. Call to Order

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

2. Roll Call

Members in Attendance:

John Eckel
Tracy Jamieson
Chad Ellis
Caleb Williams
Peter O'Polka

Excused: Fred Leyda

Absent: Jodi Freni

Others in Attendance:

Kurt McFadden, City of Franklin
Devin Hines, Water Treatment Plant
Josh Kalp, The EADS Group
Kyle Fritz, The EADS Group
Brian Ricella, The EADS Group
Brian Spaid, Dale Woodard Gent McFate
James Wetzel, City Manager
Harmony Motter, Deputy Manager
Michael Gorman, City of Franklin
Nathan Bell, Waste Water Treatment Plant
Mike Moore, Waste Water Treatment Plant
T.J. Parks, Recording Secretary
Helen Fielding, The Derrick
Donna Fletcher, 827 Elk Street
Joe Sporer, Sugarcreek Borough
Jim Speth, Sugarcreek Borough

3. Adoption of Agenda

Resolution No. 149 – Motion by Mr. Ellis and seconded by Mr. Williams to accept the agenda as amended. Motion passed unanimously.

4. Approval of Minutes

Resolution No. 150 – Motion by Mr. Ellis and seconded by Mrs. Jamieson to approve the minutes of October 14, 2025 as amended. Motion passed unanimously.

5. Citizens' Inquiries –

Joe Sporer, current manager of Sugarcreek Borough, was present to introduce Jim Speth who will soon be taking over as manager.

6. Water

6.A. Operations/Project Reports

1. Staff Updates

Mr. Hines

- Waiting for Moody to complete the casing on Well 4
- Well levels are back to normal after some rainfall
- DEP checklist is complete

Mr. McFadden

- Blacktopping is complete
- Fixing leaks
- Working with A-108 contractors
- Begin purchasing materials in December for the 2026 Maple Street project. Mr. Wetzel added that up to ten (10) letters went out to the affected property owners. No easement agreements will be necessary as all of the work to be done takes place within the rights-of-way.

2. EADS Group

Front Street Waterline and Allegheny Boulevard Waterline

Mr. Kalp informed that a few minor punch list items remain. He would like to pay the contractors in full to close out the project; however, if the grass areas need to be re-seeded, he would utilize the one (1) year Performance and Maintenance bonds to ensure lawn restoration work is completed. Mr. Kalp presented PENNVEST Payment Requisition No. 8, which includes engineering fees in the amount of \$9,398.19.

Resolution No. 151 – Motion by Mr. O’Polka and seconded by Mr. Ellis to accept PENNVEST Payment Requisition No. 8 in the amount of \$9,398.19 as presented. The motion passed unanimously.

Dam Removal

Mr. Kalp reached out to Baron Environmental for pricing but did not receive an answer. Once he hears back, Mr. Kalp will show the project site and survey information so Baron can prepare a price and present the information to the Authority. The EADS Group prepared an LSA grant application for \$1,000,000, which requires a resolution to approve the grant application submittal and the \$100 non-refundable application fee.

Resolution No. 152 – Motion by Mrs. Jamieson and seconded by Mr. Ellis to approve submission of the Local Share Account grant for 2025 and payment of the \$100 non-refundable application fee. The motion passed unanimously.

Barrett Flats Water Treatment Plant

Mr. Kalp informed that environmental permits were submitted and received the NPDES permit from DEP. Surveyors are currently working on subdividing the property and Mr. Kalp will perform pump testing.

Washington Crossing Control Valve

Mr. Kalp stated that preliminary design is complete and still waiting on PennDOT permits and easements. PENNVEST determined that the remaining \$750,000 from the Allegheny Boulevard project cannot be used towards this project. He suggested either including the project in the Barrett Flats PENNVEST application or submitting a grant application. Both options would be feasible as the project is permitted, designed and includes current pricing, but seeking grant funding would be more likely.

Grant Street Waterline Replacement

Mr. Fritz reminded the Authority that Bison Construction could replace the waterline on Grant Street in 2026 and has pricing for next year’s budget.

Water Miscellaneous

- **Wendy Way Tank** – Mr. Kalp said that awards still have not been announced for the LSA grant application that was submitted last year; he expects announcements to be made in December this year.
- **PA Small Water and Sewer Program Grant (City Pressure District Control Valve)** – Mr. Kalp has not received notice for the Small Water/Sewer grant application.

- **Lead and Copper Service Line Inventories** – Mr. Fritz stated that letters to residents will go out with November’s water bills. About 30% of the public inventory is complete and about 17% of the private inventory is complete.

6. B. *Water Financial Report*

Total Unrestricted Water Funds Balance is \$563,060.

Resolution No. 153 – Motion by Mr. Williams and seconded by Mrs. Jamieson to accept the financial report for November. Motion passed unanimously.

Resolution No. 154 – Motion by Mr. Ellis and seconded by Mrs. Jamieson to pay the following bills. Motion passed unanimously.

City of Franklin General Services Fee for November	\$ 18,166.67
Dale Woodard Gent Law Firm for Water General Matters	\$ 187.50
Dale Woodard Gent Law Firm for Water Tower Leases	\$ 262.50
Dale Woodard Gent Law Firm for 3 rd Street Reservoir Mitigation Project	\$ 162.50
Dale Woodard Gent Law Firm for Washington Crossing Control Valve Project	\$ 420.00
The EADS Group for 2025 Engineering	\$ 749.70
Anthony Parks for October Meeting	\$ 50.00
The EADS Group for Barrett Flats WTP	\$ 20,149.38
The EADS Group for Front Street Waterline Project	\$ 1,764.00
The EADS Group for Allegheny Blvd. Waterline Project	\$ 7,634.19
Terra Works for GACF Front Street Waterline Project	\$ 175,350.05
Water Fund Monthly Invoices for Approval	\$ 28,645.62
Totals:	\$ 78,192.06

Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund
Pre-approved payroll for 10/03/2025, 10/17/2025 & 10/31/2025
10/31/2025 YTD draft budget including a detail of invoices paid and revenue received.

7. Sewer

7.A. Operations/Project Reports

1. Staff

Mr. Bell

- DEP inspection went well
- Right Electric poured the concrete pad for the generator on November 7th
- Summit is roughly 96% complete with the SCADA system transfer to Big Blue but ran into some technical glitches
- Materials have been ordered for the roughing screens

Mr. Moore

- Sewer line collapsed at the former credit union on Howard Street. Bison Construction was able to fix it enough to get it back in working order but the pipe going from the repaired area to the manhole at the creek bank will need to be replaced at some point.
- The newly installed manhole in the 1200 block of Liberty Street will need to be cleaned out, as several businesses are having sewer backup issues. Mr. Fritz confirmed that the lines running down the parking lanes are the same depth or deeper than the line running down the middle of the street.
- PennDOT hit a manhole at the intersection of Grant and Center Streets and knocked off the lid.

2. EADS Group

WWTP Emergency Generator

Mr. Kalp informed that the generator is still expected to be delivered in January. He discussed adding a section of driveway between the press building and digesters back to the generator to allow easy fuel truck access, which may be a better option than adding concrete or steel stairs.

Mr. Kalp presented Change Order No. 2 for approval, which includes the installation of a 30-space panel box in the WWTP control building to provide the electricity needed for the generator jacket heater. The existing 20-space panel box is full. The change order will increase the contract amount by \$2,484.69.

Resolution No. 155 – Motion by Mrs. Jamieson and seconded by Mr. Ellis to accept Change Order No. 2 in the amount of \$2,484.69 as presented. The motion passed unanimously.

Mr. Kalp then presented Payment Request No. 2 in the amount of \$45,659.79.

Resolution No. 156 – Motion by Mr. Ellis and seconded by Mrs. Jamieson to accept Payment Request No. 2 in the amount of \$45,659.79 as presented. Motion passed unanimously.

A-108 Phase I Sewer Replacement & CSO Elimination Project

Mr. Fritz is not hopeful that the project will be completed by the end of 2026 but is going smoothly as far as the budget is concerned. Bison is scheduled to finish paving on Grant Street next week and fix the manhole at Grant and Center Streets, then moving north on Orchard Street towards Pacific Street and some manhole work on Atlantic Avenue. Mortimer Construction finished boring across 15th Street and will be in that vicinity during the winter months.

Mr. Fritz presented Mortimer Excavating Payment Application No. 7 in the amount of \$618,172.58 for approval, PENNVEST Payment Requisition No. 9 for construction in the amount of \$848,307.08, and PENNVEST Payment Requisition No. 9 for engineering services totaling \$48,419.96.

Resolution No. 157 – Motion by Mr. Ellis and second by Mr. Williams to accept Mortimer Excavating Payment Application No. 7 in the amount of \$618,172.58 as presented. The motion passed unanimously.

Resolution No. 158 – Motion by Mr. Ellis and seconded by Mr. O’Polka to accept PENNVEST Payment Requisition No. 9 in the amount of \$848,307.08 for construction services as presented. The motion passed unanimously.

Resolution No. 159 – Motion by Mr. Ellis and seconded by Mr. O’Polka to accept the engineering costs of \$48,419.96 included in Payment Requisition No. 9. The motion passed unanimously.

Miscellaneous

- **WWTP Improvements** – Nothing further to report.
- **Approve – EADS Engineering Agreement for WWTP NPDES Permit Resubmission - \$10,000** – Mr. Kalp stated the Authority’s NPDES permit, which allows treated sewage to be discharged into the Allegheny River, is required to be renewed every five (5) years. An application was submitted to DEP in 2014 but DEP did not act and are now required to resubmit. Because of the WWTP’s capacity, they are considered a major treatment plant which requires extensive

testing and permitting process. Mr. Kalp presented an engineering agreement in the amount of \$10,000 to submit the permit to DEP.

- **Resolution No. 160** – Motion by Mr. O’Polka and seconded by Mr. Williams to accept the EADS Group Engineering Agreement in the amount of \$10,000 as presented. The motion passed unanimously.
- **Liberty Street Betterment Project** – Mr. Ricella reported that plans and standard details have been prepared for the conflict at 15th and Chestnut Streets and the conflict on 12th Street. PennDOT was informed that the Authority will provide materials-backfill and restoration work to be split evenly between PennDOT and the Authority. Mr. Ricella expects the Authority’s total cost for rectifying the conflicts to be about \$10,000.

7.B. Sewer Financial Report

Total Unrestricted Sewer Funds Balance of \$921,334.

Resolution No. 161 – Motion by Mr. O’Polka and seconded by Mrs. Jamieson to accept the sewer financial report for November. The motion passed unanimously.

Resolution No. 162 – Motion by Mr. Williams and seconded by Mrs. Jamieson to pay the following bills. The motion passed unanimously.

City of Franklin General Services Fee for November	\$ 18,166.67
Dale Woodard Gent McFate for Sewer General Matters	\$ 187.50
The EADS Group for 2025 Engineering	\$ 523.35
Anthony Parks for October Meeting	\$ 50.00
The EADS Group for CSO Flow Monitoring	\$ 3,875.00
The EADS Group for WWTP Emergency Generator	\$ 2,161.31
The EADS Group for A-108 Planning S03-21	\$ 48,419.96
Right Electric, Inc. for Standby Generator Project	\$ 45,659.79
Bison Construction, Inc. 2023-S-01 CSO Elimination Project	\$ 230,134.50

Sewer Fund Monthly Invoices for Approval	\$ 11,653.76
Totals:	\$ 360,831.84

Additional items to be reviewed:

- Pre-approved invoice and payroll reimbursements to General Fund
- Pre-approved payroll for 10/03/2025, 10/17/2025 & 10/31/2025
- 10/31/2025 YTD draft budget including a detail of invoices paid and revenue received.

8. Reports

A. Chair's Report:

- Congratulated Helen Fielding on her state award for journalism.
- Wished all veterans a happy Veterans Day.

B. City Manager's Report

- Presented meeting dates for 2026, which shall remain on the second Tuesday of each month at 6 P.M. for regular meetings and workshop meetings shall remain at 10 A.M. on the fourth Thursday of each month with the exception of November and December when meetings will be rescheduled for the third Thursday.
 - **Resolution No. 163** – Motion by Mr. Ellis and seconded by Mr. Williams to approve the 2026 meeting dates as presented. The motion passed unanimously.
- Explained that the 2026 Water and Sewer budgets included with the packets did not include rate increases as required by PENNVEST. He provided revised budgets which reflect a \$3 increase for flat rate billing, or 4% for metered billing, on the sewer fund and \$2 increase for flat rate billing, or 4% increase for metered billing.
- Reminded that the workshop for November will be the third Thursday due to Thanksgiving.

C. Public Utilities Director's Report:

Nothing further to report.

D. Mapping Update:

- Adjusting GIS data as the A-108 project continues
- Preparing cybersecurity paperwork

E. Solicitor's Report:

Mr. Spaid requested time in Executive Session to discuss matters relative to the advice of the solicitor.

9. Executive Session

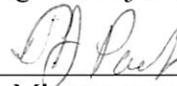
The Authority entered into Executive Session at 7:07 P.M. Executive Session ended at 7:23 P.M. with no additional action.

Meetings

The committee meeting scheduled for November 20, 2025 at 10:00 A.M.
The next regular meeting is December 9, 2025 at 6:00 P.M. at City Hall.

10. Adjournment:

There being no further business, the meeting was adjourned at 7:23 P.M.



Minutes prepared by T.J. Parks