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

March 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
Fred Leyda
Caleb Williams
Chad Ellis
Peter O'Polka

Excused:

Jody Freni
Tracy Jamieson

Others in Attendance:

Kurt McFadden, City of Franklin
Devin Hines, Water Treatment Plant
Clint Hoffman, Water Network
Kyle Fritz, The EADS Group
Josh Kalp, The EADS Group
James Wetzel, City of Franklin
Harmony Motter, Deputy Manager
Michael Gorman, Tech Resources Assistant
Nathan Bell, Waste Water Treatment Plant
Mike Moore, Waste Water Network
Brian Spaid, Dale Woodard Gent McFate
Alex Spaid, Dale Woodard Gent McFate
T.J. Parks, Recording Secretary
Helen Fielding, The Derrick
Donna Fletcher, 827 Elk Street
Cory Masterson, Lighthouse Apartments

3. *Adoption of Agenda*

Resolution No. 41 – Motion by Mr. O'Polka and seconded by Mr. Leyda to adopt the agenda as presented. Motion passed unanimously.

4. *Approval of Minutes*

In reference to the discussion of demolished structures with combined sewer laterals under Mr. Moore's report on page 5, it was requested to add that instead of capping the sewer lateral of the demolished structure, a viewport or cleanout be added.

Resolution No. 42 – Motion by Mr. Ellis and seconded by Mr. Williams to approve the minutes February 11, 2025 as corrected. Motion passed unanimously.

5. *Citizens' Inquiries* –

Cory Masterson, owner of Lighthouse Apartments LLC, recently purchased Terrace Garden Apartments at 302 15th Street. He requested to add a commercial water meter to the 20 unit apartment complex, as each individual unit receives their own bill at the flat residential rate. Mr. Fritz informed the Rules and Regulations state each residential-use apartment receive its own bill at the residential rate. Mr. Spaid advised adding a meter would not be fair to the other multi-unit complexes in town. Mr. Masterson indicated that the building is listed as a commercial structure, not residential, according to the Venango County Assessment Office, and the BOCA Code states that a building with more than five (5) units is considered commercial. Mr. Eckel advised that the Authority will discuss the matter further and provide a written response.

6. *Water*

6.A. *Operations/Project Reports*

1. *Staff Updates*

Mr. Hines

- VFD for Well No. 4 was installed by Drayer Electrical Service and is running well. The remaining VFDs for the other wells will be replaced throughout the year.
- Working on new roof for the shed.
- Contacted Moody for Well 13.
- Consumer Confidence Report completed today and ready to distribute to the public.

Mr. Hoffman

- Backhoe has been fixed and running with no issues.
- Truck should be ready by the end of next week.
- Skid steer has been ordered and should be shipped by the end of the month.
- Water issues at the former Joy building have left the building with no fire protection. The water leak was fixed today, with a representative from a fire suppression company on site and the fire protection system is back up and running.
    - New valve installed on Buffalo Street. Will begin installing a new valve on 4th Street.
- Paving for the County facility on Dale Avenue is out for bid. The parking lot, in its current state, did not handle the winter weather well; the area to be paved had to be expanded.

2. EADS Group

Front Street Waterline and Allegheny Boulevard Waterline

Mr. Kalp informed that the PENNVEST loan closed on March 4th and the preconstruction meeting is scheduled for March 17th at 1 P.M. Businesses are being contacted via letter and phone. Terra Works would like to start work on March 18th, provided that they can supply their submittals and other required preconstruction documents.

Resolution No. 43 – Motion by Mr. Ellis and seconded by Mr. Williams to issue the Notice to Proceed, dated March 18, 2025, to Terra Works, Inc. for contract No. W05-21. The motion passed unanimously.

Resolution No. 44 – Motion by Mr. Ellis and seconded by Mr. Williams to issue the Notice to Proceed, dated March 18, 2025, to Wilson Excavating for Contract No. W06-21. The motion passed unanimously.

Dam Removal

Mr. Kalp informed that the LSA grant agreement expires June 30, 2027. Act 13 grant applications are due by the end of May. Mr. Kalp will presented resolutions to submit the applications at the April meeting.

Mr. Kalp presented a proposal to complete topographical surveying and base mapping of approximately fifteen (15) acres around the existing reservoir site and the access corridor from Third Street in the amount of $35,700, as long as the proposal is accepted by today, March 11, 2025. Doing so will give sufficient time to complete the survey before the on-set of spring vegetation; otherwise, a new proposal will be provided with a revised cost. A survey is needed in order to design a notch in the dam, change the

grading, reestablish the stream bed, put in an access road from the 3rd Street garage to the dam.

Resolution No. 45 – Motion by Mr. O'Polka and seconded by Mr. Leyda to accept the survey and mapping proposal in the amount of $35,700, as presented. The motion passed unanimously.

Barrett Flats Water Treatment Plant

Mr. Kalp informed that a design meeting was held last week. Lead and asbestos testing is scheduled to begin tomorrow. Once the results are finalized, Mr. Kalp will prepare a final cost for demolition.

Washington Crossing Control Valve

Mr. Kalp sent out preliminary design drawings to Authority members. He is waiting to send everything to the electric designer until he receives a quote on the SCADA system. Staff at The EADS Group are working on the Highway Occupancy Permit, and Mr. Kalp would like to begin reaching out to the County and to Dan Heath to obtain easements.

Water Miscellaneous

Mr. Kalp reported the following:

- The LSA Grant was submitted in November for the Wendy Way tank; no announcements have been made so far.
- A DCED Small Water Grant will be submitted for conducting City pressure district control valve project for the Water Network, and Waste Water Treatment Plant improvements for the Sewer Network. Resolutions will be presented at the April meeting.

6. B. Water Financial Report

Total Unrestricted Water Funds Balance is $290,909.

Resolution No. 46 – Motion by Mr. Williams and seconded by Mr. Ellis to accept the financial report for March. Motion passed unanimously.

Resolution No. 47 – Motion by Mr. Williams and seconded by Mr. O'Polka to pay the following bills. Motion passed unanimously.

City of Franklin General Services Fee for March	$ 18,166.67
Dale Woodard Gent Law Firm for Water General	$ 500.00

Matters	
Dale Woodard Gent Law Firm for Water Tower Leases	$ 40.00
Anthony Parks for February Meeting	$ 50.00
The EADS Group for GACF Front Street Waterline	$ 4,410.00
The EADS Group for Allegheny Blvd. Waterline Project	$ 4,653.84
The EADS Group for Washington Crossing Control Valve	$ 7,720.00
Water Fund Monthly Invoices for Approval	$ 24,294.96
Totals:	$ 59,835.47

Additional items to be reviewed:
Pre-approved invoice and payroll reimbursements to General Fund
Pre-approved payroll for 02/07/25 & 02/21/25
02/28/25 YTD draft budget including a detail of invoices paid and revenue received.

7. *Sewer*

7.A. *Operations/Project Reports*

1. *Staff*

Mr. Bell

- The chlorinator had a leak. Heritage Environmental looked at it and determined that the system is obsolete and unsafe. The cost to replace the system is $35,000. This includes a new scale to determine how many pounds of chlorine are being used per day and an alarm to alert of any leakage. It is SCADA compatible.
- The DO meters malfunctioned due to age. Sensor caps and front of controllers were replaced. It was advised that the LDO probes will need replaced. The cost to replace the probes will be included in the 2026 budget. Mr. Bell will consider piggybacking on the maintenance agreement that the Water Network has with Hawk Tech to hopefully keep the cost low.
- Spoke with Summit regarding SCADA. Waiting for a quote to determine the cost of moving away from Micromod.
- Will begin ordering parts for the Jeffrey chain. Spatz Mechanical will inspect the gate further to ensure that the correct parts are being ordered.

- Still testing different options for RAS/WAS pumps. The pumps that will have to be ordered are larger than what the system is used to.

Mr. Moore

- A-108 contractors started drilling test holes on 12th Street in search of utilities.
- Mr. Leyda asked how traffic control will be managed on Otter Street. Mr. Fritz interjected that one block will be closed at a time. Local detours will not be set up. Mr. Wetzel said he will speak with Chief Saragian to discuss options that will prevent drivers from going the wrong way down the one way street.

2. EADS Group

WWTP

The plans and design for the emergency generator at the Wastewater Treatment Plant should be completed and ready for bid by mid-April 2025.

Mr. Fritz reported that the flow meter at 14th and Liberty Streets needed to be fixed. The logger was damaged during a heavy rain event.

A-108 Phase I Sewer Replacement & CSO Elimination Project

Mr. Fritz discussed the meeting with PennDOT on March 5th regarding the Route 62 Betterment Project. Conflicts were defined and need to be resolved on a specified website by September 5 in order to be approved by October 9. A representative from WRA will assist Mr. Fritz in logging into the website on the City's and Authority's behalf. An agreement will have to be executed. Mr. Fritz is concerned about the costs associated with resolving the conflicts and who will be responsible to cover those costs. Ongoing discussions will occur over the next couple of months.

Bison Construction is planning to start on March 17, starting at Pacific Street, between Missouri and Massachusetts Streets. Mortimer's Construction sent Mr. Fritz a text message that they intend to start on 12th Street today with less than 24 hours' notice. They will continue up 12th Street towards Liberty Street. While they will move as quickly as they can, it is expected to be slow moving due to the depth at which they need to dig.

Mr. Fritz continued that the PENNVEST closing occurred on February 24th and the preconstruction meeting with Bison and Mortimer's occurred on February 25th at City Hall. The Notice to Proceed for both contracts was issued for March 3, 2025; they anticipate starting in late March or early April.

It was discovered that there are waterlines in two (2) locations along Grant Street and one (1) on Liberty Street have been recommended to be replaced while the road is torn up. Bison Construction estimated $24,200 to replace the lines on Grant Street, Mortimer's anticipates the cost being less than $20,000 on Liberty Street. The cost for The EADS Group to prepare the necessary permits is about $3,000. The Authority authorized Mr. Fritz to begin preparing the HOP permits.

Mr. Fritz presented two PENNVEST payment requests for approval. Inspectors will be on site when excavation starts.

Resolution No. 48 – Motion by Mr. Ellis and seconded by Mr. Williams to approve ME# 71486 in the amount of $52,659.51 for legal and advertising fees, as presented. The motion passed unanimously.

Resolution No. 49 – Motion by Mr. Ellis and seconded by Mr. Williams to approve ME#77126 in the amount of $916,279.56 for engineering and permit fees, as presented. The motion passed unanimously.

8.B. Sewer Financial Report

Total Unrestricted Sewer Funds Balance of $584,049.

Resolution No. 50 – Motion by Mr. O'Polka and seconded by Mr. Ellis to accept the sewer financial report for March. The motion passed unanimously.

Resolution No. 51 – Motion by Mr. Ellis and seconded by Mr. Williams to pay the following bills. The motion passed unanimously.

City of Franklin General Services Fee for March	$ 18,166.67
Dale Woodard Gent McFate for Sewer General Matters	$ 15.00
Dale Woodard Gent McFate for Uniontown Heights	$ 50.00
Dale Woodard Gent McFate for A-108 Sewer Project	$ 65.75
Anthony Parks for February Meeting	$ 50.00
Western New York & Pennsylvania Railroad for Oil City Branch	$ 350.00
Western New York & Pennsylvania Railroad for Oil City Branch	$ 600.00
The EADS Group for 2024 WWTP Improvement Projects	$ 960.00
The EADS Group for WWTP Emergency Generator	$ 5,600.56
The EADS Group for A-108 Phase 1 Sanitary Sewer Replacement and CSO Elimination	$ 9,821.15

Sewer Fund Monthly Invoices for Approval	$ 11,816.63
Totals:	$ 47,630.76

Additional items to be reviewed:
Pre-approved invoice and payroll reimbursements to General Fund
Pre-approved payroll for 02/07/25 & 02/21/25
02/28/25 YTD draft budget including a detail of invoices paid and revenue received.

8. Reports

A. Chair's Report:

The Cyber Security and Resiliency assessment plan needs to be expanded and finalized between June of 2026 and December of 2026, according to EPA.

B. City Manager's Report

- Mr. Wetzel asked if anyone can recall approving the final draft of the Sewer Regulations. Mr. Leyda remembers finalizing the Water Regulations, but does not recall the sewer.
- There is a small, old waterline on Grant Street between Coefield Corners and Orchard Street. Mr. Wetzel advised the Authority to consider replacing it before the PennDOT Betterment Project on Grant Street occurs in 2027.
- Requested time in Executive Session to discuss matters of real estate negotiations.

C. Public Utilities Director's Report:

Mr. McFadden commended the water crews for their hard work finding solutions to the water issues at the former Joy plant and working with the current occupants.

D. Mapping Update:

Mr. Gorman reported that the number of Rave Alert subscribers is slowly increasing. The Consumer Confidence Report has been uploaded onto the City's website.

E. Solicitor's Report:

- Mr. Spaid informed that Uniontown Heights signed the sewer service agreement.
- Requested time in Executive Session to discuss matters of real estate negotiations.

10. Executive Session

The Authority entered into Executive Session at 7:16 P.M. Executive Session ended at 7:45 P.M. with no additional action.

Meetings
The committee meeting scheduled for March 27, 2025 at 10:00 A.M.
The next regular meeting is April 8, 2025 at 6:00 P.M. at City Hall.

10. Adjournment:

There being no further business, the meeting was adjourned at 7:46 P.M.

T.J. Parks
Minutes prepared by T.J. Parks