

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

May 14, 2024

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  
Timothy Dunkle  
Chad Ellis  
Peter O'Polka

Excused:

Jody Freni

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 Wetzels, City of Franklin  
Mike Moore, Wastewater Network  
Glenn Brown, Water Treatment Plant  
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  
Michael Gorman, Tech Resources Assistant

3. Adoption of Agenda

Motion by Mr. Ellis and seconded by Mr. Williams to adopt the agenda as presented. Motion passed unanimously.

4. Approval of Minutes

Mr. Dunkle noted the minutes should read, “as presented,” under the Adoption of the Agenda, and “as amended,” under the Approval of the Minutes. There was also a place on page 6 where Mr. Williams’ name was misspelled.

Motion by Mr. Eckel and seconded by Mr. Ellis to approve the minutes of April 9, 2024 as amended. Motion passed unanimously.

5. Citizens’ Inquiries – None

6. Review 2023 Audit

Mr. Dunkle stated that he received a phone call from the auditors, asking if there was anything that the Authority had any issues or concerns to be addressed in the audit before it was finalized, and confirmed that the Authority has not been engaged in any illegal activity. The auditor advised that a single audit due to the expenditure of federal funds in excess of \$1,000,000 for the Miller Hill waterline project, which will result in an increased fee to conduct the audit.

7. Water

7.A. Operations/Project Reports

1. Staff Updates

**Mr. Hines**

- Well 13 motor went bad. It was fix by Moody’s and is functioning. Moody’s suggested that this could be a regular occurrence for the motors since the pumps shut off and turn back on so frequently.

**Mr. Hoffman**

- Most of the pipe at Woodland Drive has been installed. Will start restoration once everything is tied in. Mr. Wetzel interjected that the LFAR paving by IA Construction is scheduled to start June 10<sup>th</sup>. Mr. Hoffman had spoken to IA Construction to discuss a cost for them to include milling and paving to fill in the ditch line, in addition to their regular scheduled paving, and received an estimate

of approximately \$15,000. Mr. Wetzel stated that a change order for IA Construction to perform the work would be \$27,110.

- Motion by Mr. Eckel and seconded by Mr. O'Polka to approve the change order to allow IA Construction to mill and pave the ditch line for the waterline replacement along the routes scheduled to be paved under the LFAR paving contract in the amount of \$27,110. The motion passed unanimously.
- Waterline break at 1 Dale Avenue. Based on the amount of paving to be replaced, it would be approximately \$40,000 in asphalt to repair.
  - Motion by Mr. Williams and seconded by Mr. Leyda to authorize the EADS Group to begin preparing specifications for a bid package for the repaving of the affected areas of the parking lot at the Venango County Human Services building. The motion passed unanimously.

## 2. *EADS Group*

### **Front Street Waterline and Allegheny Boulevard Waterline**

Mr. Kalp stated that M&B Services has not submitted their consent form. He is not hopeful that it will be submitted in time to be bid in the June/July timeframe as he had hoped.

### **Dam Removal**

USG drain line cleaning will be scheduled once the reservoir level recedes. The EADS Group will submit a DCED Act 13 grant application on May 31, 2024.

Motion by Mr. Williams and seconded by Mr. Eckel to submit the DCED Act 13 grant application in the amount of \$300,000 for the Dam Removal and Stream Restoration Project, to enter into the Landowner Letter of Commitment, and to accept the Funding Commitment Letter as presented. The motion passed unanimously.

### **Reno Water System**

Mr. Kalp announced that a virtual meeting is scheduled with Aqua PA on April 22, 2024 to discuss pressure zone configuration.

### **Barretts Flats Water Treatment Plant**

Mr. Kalp announced that a survey of the property is scheduled at the beginning of July. He hopes to submit the PENNVEST application for the new water treatment plant by the August 2026 deadline.

**15<sup>th</sup> Street Pump Station**

Mr. Fritz reported that demolition of the old pump station is scheduled to begin mid-May once a piece of demo equipment becomes available. Substantial completion of the project is anticipated for the June Authority meeting.

*7. B. Water Financial Report*

Total Unrestricted Water Funds Balance is \$603,212. Motion by Mr. Eckel and seconded by Mr. Ellis to accept the financial report for May. Motion passed unanimously.

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

City of Franklin General Services Fee for May	\$ 18,166.67
Dale Woodard Gent Law Firm for Water General Matters	\$ 225.00
Dale Woodard Gent Law Firm for Sandycreek Township	\$ 30.00
Dale Woodard Gent Law Firm for Water Tower Leases	\$ 50.00
Dale Woodard Gent Law Firm for Inclined Conveyor Damage Claim (Hawbaker Inc.)	\$ 827.50
Dale Woodard Gent Law Firm for Water Agreement (Aqua Pennsylvania)	\$ 300.00
Dale Woodard Gent Law Firm for Water Treatment Plant Project	\$ 375.00
MaherDuessel for 2023 Financial Statement Audit Billing	\$ 7,750.00
The EADS Group for 2024 Engineering	\$ 750.00
Anthony Parks for April Meeting	\$ 50.00
The EADS Group for 15 <sup>th</sup> Street Pump Station	\$ 1,988.87
HCS Instrumentation LLC for 15 <sup>th</sup> Street Pump Station	\$ 1,244.80

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HCS Instrumentation LLC for 15 <sup>th</sup> Street Pump Station	\$ 622.40
HCS Instrumentation LLC for 15 <sup>th</sup> Street Pump Station	\$ 2,356.50
HCS Instrumentation LLC for 15 <sup>th</sup> Street Pump Station	\$ 12,708.40
The EADS Group for GACF Allegheny Blvd. Water Line	\$ 459.00
Vincent Excavating & Gravel for Wintergreen Drive	\$ 779.87
Vincent Excavating & Gravel for Bell Avenue	\$ 1,330.78
Vincent Excavating & Gravel for Bell Avenue	\$ 1,034.09
Vincent Excavating & Gravel for Woodland Drive	\$ 1,189.54
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Franklin Concrete Products for Woodland Drive	\$ 230.00
Cooperstown Sand and Gravel for Woodland Drive	\$ 2,251.77
LB Water for Woodland Drive	\$ 16,182.10
LB Water for Bell Avenue	\$ 429.30
Water Fund Monthly Invoices for Approval	\$ 44,891.74

Totals:	\$ 117,833.32
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Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund

Pre-approved payroll for 4/5/24 and 4/19/24

4/30/24 YTD draft budget including a detail of invoices paid and revenue received.

8. Sewer

8.A. Operations/Project Reports

1. Staff

**Mr. Brown**

- Tree fell behind the wastewater treatment plant and took out the fiber optics causing damage to the SCADA. Damages were submitted to the insurance company.
- Exhaust system was installed in the bar screen room.

**Mr. Moore**

- A line was plugged with tree roots on Crestview Drive. When he went to unclog the line, sewage backed up into a house on Gurney Road.

2. EADS Group

**WWTP**

Mr. Kalp is waiting for more information from RAS and WAS pump manufacturers on pump recommendations.

One bid was received for the Sludge Removal project from CWM Environmental in the amount of \$129,625.

Motion by Mr. O'Polka and seconded by Mr. Leyda to award the sludge removal contract to CWM Environmental in the amount of \$129,625. The motion passed unanimously.

Mr. Kalp discussed the Engineering agreement for the Wastewater Treatment Plant's emergency generator that they will be receiving as a result of the H2O grant that was awarded to the Authority. The cost for basic services under the agreement is \$70,000, plus \$7,000 for additional services.

Motion by Mr. Eckel and seconded by Mr. Ellis to approve the Engineering Agreement with the EADS Group as presented. The motion passed unanimously.

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

Mr. Fritz reported that the PENNVEST application was submitted on April 30, 2024. Comments were received from the PENNVEST representative, which were then addressed and submitted back to PENNVEST for review. Part II permits were submitted last week. Mr. Fritz then presented the agreement for Railroad Crossing #2 in the amount of \$2,250.

Motion by Mr. Williams and seconded by Mr. Eckel to approve the agreement with Western New York and Pennsylvania Railroad in the amount of \$2,250. The motion passed unanimously.

Next, Mr. Fritz presented a request for approval of the yearly rental fee in the amount of \$600.

Motion by Mr. Eckel and seconded by Mr. Ellis to approve the payment of the yearly rental fee in the amount of \$600 to Western New York and Pennsylvania Railroad. The motion passed unanimously.

The HOP for the Atlantic Avenue bore pit was submitted to PennDOT and is under review. The Second Opinion Review was addressed and final documents submitted to Dr. Kim on April 18, 2024.

*7.B. Sewer Financial Report*

Total Unrestricted Sewer Funds Balance of \$(192,850).

Motion by Mr. Ellis and seconded by Mr. Leyda to accept the sewer financial report for May. The motion passed unanimously.

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

City of Franklin General Services Fee for May	\$ 18,166.67
Dale Woodard Gent McFate for Sewer General Matters	\$ 225.00
Dale Woodard Gent McFate for A-108 Project	\$ 655.00
MaherDuessel for 2023 Financial Statement Billing	\$ 7,750.00

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The EADS Group for 2024 Engineering	\$ 1,762.50
The EADS Group for Chapter 94 Report	\$ 2,936.41
Anthony Parks for April Meeting	\$ 50.00
The EADS Group for CSO Flow Monitoring	\$ 3,875.00
Pennsylvania DEP for Major Sewage Facility with CSO	\$ 7,500.00
Venango Newspaper for Sludge Removal Ad	\$ 936.04
The EADS Group for WWTP RAS & WAS Pump Replacement	\$ 1,932.26
The EADS Group for A-108 Planning S03-21	\$ 23,547.47
RELTEK for Final Document Preparation and Processing – RR Crossing #2	\$ 2,250.00
Western New York and Pennsylvania Railroad, LLC for First Year Rent – RR Crossing #2	\$ 600.00
Sewer Fund Monthly Invoices for Approval	\$ 20,061.37
Totals:	\$ 115,795.19

Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund

Pre-approved payroll for 4/5/24 & 4/19/24

4/30/24 YTD draft budget including a detail of invoices paid and revenue received.

8. Reports

A. Chair's Report:

Mr. Dunkle announced Source Water Protection Plan Committee meeting is scheduled for May 21, 2024 at 10 A.M. A DEP representative in Meadville offered to assist in the process.

B. City Manager's Report

Mr. Wetzel reported that the Water Network 2000 GMC 1-ton dump truck received thirty-seven (37) bids on Municibid, with the high bid being \$8,400 by Rigger Excavating.

Motion by Mr. Eckel and seconded by Mr. Leyda to accept the bid in the amount of \$8,400 as presented. The motion passed unanimously.

Mr. Wetzel asked the Authority if they would like to keep to old sewer jet or give it to the City's Street Department.

Motion by Mr. Eckel and seconded by Mr. O'Polka to give the chassis to the Street Department. The motion passed unanimously.

Mr. Wetzel asked the Authority's final decision to use the paving to be done on 12<sup>th</sup> Street as a result of the A-108 project as the match for the Green-Light Go grant that the City was awarded to upgrade the traffic signal at the 12<sup>th</sup> and Liberty intersection.

Motion by Mr. Leyda and seconded by Mr. Eckel to approve the paving on 12<sup>th</sup> Street to serve as match to the Green Light Go grant. The motion passed unanimously.

City Hall will be receiving HVAC and lighting upgrades, paid for, in part, with grant funds the City received. The engineer's estimate was higher than the awarded funds, leaving an approximately \$350,000 shortfall. Mr. Wetzel reminded the Authority of their obligation under the Management Agreement that the Water and Sewer funds are responsible for 16.5% of the operating costs of City Hall, which results in each fund being responsible for about \$50,000.

The EADS Group drafted an agreement for the FKL Development Infrastructure Evaluation & Recommendations in the amount of \$2,500, to be split three (3) ways among the Water, Sewer, and City accounts.

Motion by Mr. O'Polka and seconded by Mr. Ellis to approve the agreement with the EADS Group at the rate as presented. The motion passed unanimously.

Mr. Wetzel presented a proposition from Home Serve for a service line warranty program for commercial leak adjustments. If a commercial establishment has a leak that costs at least twice the amount of a normal bill, the policy would cover the extra cost. The party responsible for paying the water/sewer bill would have to submit a claim to the company, who would then pay the City the amount that exceeds the normal bill. The Authority decided to continue discussion next month.

Pennsylvania Municipal Authorities meeting is May 30, 2024 at Penn State Behren. D

Requested time in Executive Session for negotiations.

C. Public Utilities Director's Report:

Mr. McFadden reported that dump truck #204 required a motor repair.

Kenworth T480 truck has been delivered to the body manufacturer for installation. Delivery is expected in the next couple weeks.

D. Mapping Update:

Attended the annual American Association of Geographers conference from April 16<sup>th</sup>-20<sup>th</sup>.

CCR has been delivered and the final paperwork was submitted to DEP.

E. Solicitor's Report:

Mr. Spaid is working on the Sandycreek Township agreement.

Mr. Alex Spaid noted that the PFAS litigation settlements will start June 13<sup>th</sup> and July 17<sup>th</sup>.

9. Executive Session

The Authority entered into Executive Session at 7:28 P.M. Executive Session ended at 7:47 P.M. with no additional action.

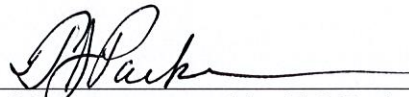
Meetings

The next committee meeting is May 23, 2024 at 10:00 A.M.

The next regular meeting is June 11, 2024 at 6:00 P.M. at City Hall.

12. Adjournment:

There being no further business, the meeting was adjourned at 7:47 P.M.



Minutes prepared by T.J. Parks