

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

October 14, 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  
Tracy Jamieson  
Chad Ellis  
Jodi Freni

Excused:

Caleb Williams  
Peter O'Polka

Absent: None

Others in Attendance:

Kurt McFadden, City of Franklin  
Devin Hines, Water Treatment Plant  
Clint Hoffman, Water Network  
Josh Kalp, The EADS Group  
Brian Spaid, Dale Woodard Gent McFate  
James Wetzel, City of Franklin  
Harmony Motter, Deputy Manager  
Nathan Bell, Waste Water Treatment Plant  
Mike Moore, Waste Water Treatment Plant  
T.J. Parks, Recording Secretary  
Helen Fielding, The Derrick  
Brian Ricella, The EADS Group  
Alex Spaid, Dale Woodard Gent McFate  
Donna Fletcher, 827 Elk Street  
Christian Marshall, 1517 Elk Street

3. Adoption of Agenda

Mrs. Jamieson requested to add item 7(B), Discuss Recommendation to Pay Off Sewer Note.

**Resolution No. 131** – Motion by Mr. Ellis and seconded by Mrs. Jamieson to accept the agenda as amended. Motion passed unanimously.

4. Approval of Minutes

Mr. Freni noted that he was present for the meeting.

Mrs. Jamieson noted that the dates for the budget meetings on page 7 should be October 17<sup>th</sup> and 20<sup>th</sup>, not September.

**Resolution No. 132** – Motion by Mr. Freni and seconded by Mrs. Jamieson to approve the minutes of September 9, 2025 as amended. Motion passed unanimously.

5. Citizens' Inquiries – Mr. Marshall was present on behalf of Nicholas Hess, owner of Printer's Cabinet and Curiosities at 415 12<sup>th</sup> Street. Mr. Hess was present at the October City Council meeting to raise concerns over poor site restoration near his business which left debris and divots on the property during Applefest. Mr. Ricella confirmed that National Fuel was the culprit and was offered various contacts.

6. Water

6.A. Operations/Project Reports

1. Staff Updates

**Mr. Hines**

- Well levels are still maintaining despite lack of rain
- Working with Kurt from PA Rural Water to update the Risk and Resiliency Plan. Decided the best route would be to go through the ERP portion.
- Ran two (2) direct electric lines to Wells 2 and 4

**Mr. Hoffman**

- Woodland Drive is back in service. Black topping this week
- Repairing various waterline leaks and other black topping

2. EADS Group

**Front Street Waterline and Allegheny Boulevard Waterline**

Mr. Kalp reported that the contracts for both Front Street and Allegheny Boulevard are substantially complete with a few punch list items remaining.

**Resolution No. 133** – Motion by Mrs. Jamieson and seconded by Mr. Ellis to issue a Certificate of Substantial Completion to Terra Works, Inc., dated September 15, 2025 for contract W05-21. The motion passed unanimously.

**Resolution No. 134** – Motion by Mr. Ellis and seconded by Mr. Leyda to issue a Certificate of Substantial Completion to Wilson Excavating & Utility Construction, LLC, dated September 22, 2025 for contract W06-21. The motion passed unanimously.

Mr. Kalp then presented PENNVEST Payment Requisition No. 7 in the amount of \$261,656.36, which consists of Terra Works Payment Application No. 6 in the amount of \$175,350.05, Wilson Excavating Payment Application No. 7 in the amount of \$70,387.47, and engineering costs incurred by The EADS Group totaling \$15,918.84.

**Resolution No. 135** – Motion by Mr. Ellis and seconded by Mrs. Jamieson to accept PENNVEST Payment Requisition No. 7 in the amount of \$261,656.36 as presented. The motion passed unanimously.

### **Dam Removal**

Mr. Kalp estimates construction costs will be \$1.5 million. He reminded Authority members of the \$600,000 LSA grant award which expires on June 30, 2027 and the DCED Act 13 grant application that was submitted on May 30, 2025. A draft engineering was distributed to the Authority last week for their review and consideration. Design plans would need to be completed in April 2026 in order to expend LSA funds by the expiration date.

Mr. Ellis suggested publishing a Request for Proposal (RFP) from other engineering firms to compare pricing which may also draw attention to other grant opportunities. Mr. Kalp stated he would draft the RFP and include the base mapping and other work completed to date.

**Resolution No. 136** – Motion by Mr. Ellis and seconded by Mr. Freni to publish a Request for Proposal for the design of the dam removal project. The motion passed unanimously.

### **Barrett Flats Water Treatment Plant**

Mr. Kalp informed that the environmental permits have been submitted. When the NPDES permit was submitted for stormwater, Mr. Gibbons noted that the improvements encroach on two (2) parcels of land, one (1) owned jointly by the City of Franklin and the General Authority, and the other owned by the City. A subdivision will need to be completed. Sugarcreek Borough also owns a small portion of land where their pump

station sits; an easement agreement will also need to be drafted if one does not exist already.

Mr. Kalp presented Engineering Agreement Amendment No. 2 to carry out the land subdivision in the amount of \$6,500.

**Resolution No. 137** – Motion by Mr. Ellis and seconded by Mr. Ledy to accept the Engineering Agreement Amendment No. 2 as presented. The motion passed unanimously.

### **Washington Crossing Control Valve**

Mr. Kalp reminded the preliminary design is completed. Once all easement agreements are procured, PennDOT permit will be issued. Terra Works provided a revised price for the project of \$468,000; he is still waiting for a revised price from Wilson Excavating but suspects they will not be interested in the project. An additional \$25,000 is needed for the controls associated with the project and \$50,000 electrical extension. DEP is receptive to the idea of adding this project to the Front Street/Allegheny Boulevard project to utilize the remaining \$470,000 of PENNVEST funds. He requested Mr. Eckel sign a Specification Certification.

### **Water Miscellaneous**

- **Wendy Way Tank** – Mr. Kalp has not received word on the 2024 LSA grant application that was submitted last year. 2025 LSA grant applications are due November 30, 2025. He urged the Authority to decide what the full project will entail so a resolution can be prepared for the November meeting.
- **Lead and Copper Service Line Inventories** – Mr. Fritz said that another round of letters will go out in November. A certificate will need to be sent to DEP by December stating that letters were distributed.
- **Grant Street Waterline Replacement** – Mr. Kalp reminded that Bison Construction quoted roughly \$300,000 to work the project into the A-108 work currently being done on Grant Street, which he believes is better pricing than bidding out the project. This project cannot be worked into the existing PENNVEST contract.
- **Maple Street Waterline Replacement** – Mr. Hoffman informed that he was advised to wait until December to purchase piping as prices are anticipated to decrease. Mr. Wetzel will distribute notices to residents.

6. B. Water Financial Report

Total Unrestricted Water Funds Balance is \$915,759.

**Resolution No. 138** – Motion by Mr. Ellis and seconded by Mr. Leyda to accept the financial report for October. Motion passed unanimously.

**Resolution No. 139** – Motion by Mrs. Jamieson and seconded by Mr. Ellis to pay the following bills. Motion passed unanimously.

City of Franklin General Services Fee for October	\$ 18,166.67
Dale Woodard Gent Law Firm for Water General Matters	\$ 600.00
Dale Woodard Gent Law Firm for Washington Crossing Control Valve	\$ 37.50
Dale Woodard Gent Law Firm for Allegheny Boulevard Waterline Project	\$ 373.78
Dale Woodard Gent Law Firm for PFAS	\$ 100.00
Dale Woodard Gent Law Firm for Water Tower Leases	\$ 62.50
The EADS Group for 2025 Engineering	\$ 1,882.05
Anthony Parks for September Meeting	\$ 50.00
The EADS Group for Barrett Flats WTP	\$ 19,015.63
Terra Works for GACF Front Street Waterline Project	\$ 175,350.05
Wilson Excavating for Allegheny Blvd. Waterline Project	\$ 70,387.47
The EADS Group for GACF Front Street Waterline	\$ 882.00
The EADS Group for GACF Allegheny Blvd. Waterline	\$ 15,036.84
The EADS Group for GACF Dam Removal Project	\$ 9,687.55

Water Fund Monthly Invoices for Approval	\$ 63,821.48
Totals:	\$ 375,453.52

Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund

Pre-approved payroll for 09/05/2025 & 09/19/2025

09/30/2025 YTD draft budget including a detail of invoices paid and revenue received.

7. Sewer

7.A. Operations/Project Reports

1. Staff

**Mr. Bell**

- Right Electric began setting up to start work on the emergency generator and discussed relocating the junction box
- Summit started Big Blue on Monday
- Received bill of materials from Spatz for the roughing screen project. Pricing has been locked in – Mr. Bell requested an emailed confirmation from BizNuss. Lead time is approximately 18-20 weeks. Won't be billed until 30 days after receipt of materials so the cost will be in the 2026 budget.
- Plant DEP inspection on Monday

**Mr. Moore**

- Working with A-108 contractors
- Replace manhole cover near Central Elementary
- Fixed sewer lateral on Crestview Drive. Mr. Fritz reminded of liner work behind houses which included liner, trenchless main and digging laterals. The lateral for the residence in question runs underneath the house, which prohibited digging to the mainline. A hole was remotely cut out where the lateral goes into the main, but did not cut large enough which caused sewer backup in the basement of the house.

2. EADS Group

**WWTP Emergency Generator**

Mr. Kalp informed that the generator is expected to be delivered in January. Since the project came in \$200,000 under budget, Mr. Kalp looked into the cost and logistics of building stairs leading up to the generator. To design steel framed stairs, the cost is \$9,800 and \$7,000 for concrete; the construction cost for either would be about the same.

The contractor requested relocating the transfer switch from the generator area to the service entrance, saving \$12,021.90.

**Resolution No. 140** – Motion by Mr. Leyda and seconded by Mrs. Jamieson to accept deduct Change Order No. 1 in the amount of \$12,021.90 as presented. The motion passed unanimously.

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

Mr. Fritz reported on a construction meeting that was held on October 6<sup>th</sup>. The sidewalk in front of the Fire Department will be replaced. An unmarked 10-inch sewer line on 13<sup>th</sup> Street was discovered, starting in the vicinity of The Caring Place and going towards Meadville Pike. The line services many businesses on 13<sup>th</sup> Street and connects to Grant Street. The line will be intercepted on the other side of the railroad tracks and hopefully eliminate the Grant Street connections to shorten the length of the line. Bison Construction is currently working on laterals on Grant Street to prepare for final restoration. Mortimer’s Excavating will begin boring at 15<sup>th</sup> and Eagle Streets.

The plans originally called converting an abandoned sewer line that runs through the middle of Liberty Street in the 1200 block, using it to carry stormwater, and tying all sewer laterals to the sanitary lines that run underneath the on-street parking lanes. It was discovered, however, that sanitary sewer laterals of some buildings in the block are tied into it. A manhole will have to be installed in the middle of the road. The contractor will have to get into the basements of buildings and scope to determine whose laterals go into the middle of the road line versus the parking area lines. If the middle line is deeper than the parking area lines, then the middle line will have to be kept for sanitary sewer laterals.

Mr. Fritz presented PENNVEST Payment Requisition No. 8 for construction costs in the amount of \$384,432.39, which includes Bison Construction’s Payment Application No. 7 in the amount of \$199,865.70 and Mortimer’s Excavating Payment Application No. 6 in the amount of \$184,566.69.

**Resolution No. 141** – Motion by Mrs. Jamieson and second by Mr. Ellis to accept PENNVEST Payment Requisition No. 8 in the amount of \$384,432.29 as presented. The motion passed unanimously.

Also included in Payment Requisition No. 8 is The EADS Group engineering invoices totaling \$41,949.59.

**Resolution No. 142** – Motion by Mrs. Jamieson and seconded by Mr. Ellis to accept the engineering costs of \$41,949.59 included in Payment Requisition No. 8. The motion passed unanimously.

**Resolution No. 143** – Motion by Mrs. Jamieson and seconded by Mr. Ellis to approve Elk Street paving, not to exceed \$25,000. The motion passed unanimously.

**Miscellaneous**

- **WWTP Improvements** – No changes to report.
- **Liberty Street Betterment Project** – Mr. Ricella reported that the SUE was completed and discovered that quite a few conflicts were able to be removed. Remaining conflicts occur at Chestnut and 15<sup>th</sup> Streets and one on Liberty Street near 12<sup>th</sup> Street. PennDOT is in agreement to share the costs of correcting the conflicts if the Authority will provide the materials.

*7.B. Sewer Financial Report*

Total Unrestricted Sewer Funds Balance of \$1,042,692.

**Resolution No. 144** – Motion by Mr. Leyda and seconded by Mr. Ellis to accept the sewer financial report for October. The motion passed unanimously.

**Resolution No. 145** – Motion by Mr. Ellis and seconded by Mrs. Jamieson to pay the following bills. The motion passed unanimously.

City of Franklin General Services Fee for October	\$ 18,166.67
Dale Woodard Gent McFate for Sewer General Matters	\$ 387.50
The EADS Group for 2025 Engineering	\$ 5,720.40
Anthony Parks for September Meeting	\$ 50.00
The EADS Group for CSO Flow Monitoring	\$ 3,875.00
The EADS Group for WWTP Improvements Project	\$ 250.00
The EADS Group for 2024 WWTP Emergency Generator	\$ 3,134.13
The EADS Group for A-108 Planning S03-21	\$ 41,949.59
Bison Construction, Inc. 2023-S-01 CSO Elimination Project	\$ 199,865.70
Mortimer's Excavating	\$ 184,566.69
Sewer Fund Monthly Invoices for Approval	\$ 24,872.91

Totals:	\$ 482,838.59
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Additional items to be reviewed:

Pre-approved invoice and payroll reimbursements to General Fund

Pre-approved payroll for 09/05/2025 & 09/19/2025

09/30/2025 YTD draft budget including a detail of invoices paid and revenue received.

**Discuss Recommendation to Pay Off Sewer Note**

Mrs. Motter reminded of the notes that the Authority received in 2008 and 2010 for sewer improvements. Interest is currently 6.5% for both loans. Since the Authority is receiving reimbursements from PENNVEST for the engineering costs associated with the A-108 project, she recommends using those reimbursements to pay off the two (2) loans. Once payments can be made to PENNVEST for the A-108 sewer project, Mrs. Motter recommends increasing repayment amount to the amount being paid on the 2008 and 2010 loans which will save approximately \$80,000 in interest.

**Resolution No. 146** – Motion by Mrs. Jamieson and seconded by Mr. Leyda to approve paying off the 2008 and 2010 loans with the PENNVEST engineering cost reimbursements for the A-108 project. The motion passed unanimously.

8. Reports

A. Chair's Report:

Mr. Eckel had nothing to report.

B. City Manager's Report

- Plate tamper for the backhoe received 19 bids on Municibid. The highest bidder came from Justin Lurch in the amount of \$680.
  - **Resolution No. 147** – Motion by Mrs. Jamieson and seconded by Mr. Ellis to accept the bid as presented. The motion passed unanimously.
- Impact hammer received 45 bids on Municibid. The highest bid came from James Cherry in the amount of \$3,550.
  - **Resolution No. 148** – Motion by Mrs. Jamieson and seconded by Mr. Leyda to accept the bid as presented. The motion passed unanimously.
- Meter reader was placed for bid on eBay with a minimum bid amount of \$250. It did not receive any bids.
- Reminded everyone of the budget workshops on October 17<sup>th</sup> and 20<sup>th</sup>.

C. Public Utilities Director's Report:

Mr. McFadden had nothing to report.

D. Mapping Update:

Mr. Gorman was working with cyber security instructor. He has the paperwork prepared to discuss at the next workshop meeting.

E. Solicitor's Report:

Mr. Spaid had nothing to report.


Meetings

The committee meeting scheduled for November 11, 2025 at 10:00 A.M.

The next regular meeting is October 23, 2025 at 6:00 P.M. at City Hall.

9. Adjournment:

There being no further business, the meeting was adjourned at 7:33 P.M.

  
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Minutes prepared by T.J. Parks