

**MINUTES OF
EASTON SUBURBAN WATER AUTHORITY
NORTHAMPTON COUNTY, PENNSYLVANIA**

**Easton, PA
Monday
June 12, 2023
3:00 pm**

The members of the Board of the Easton Suburban Water Authority met in stated session at the above hour at the Authority office building, 3700 Hartley Avenue, Easton, PA, for the transaction of general business.

ROLL CALL

Present: Robert Walker (In-Person)
 Theodore Veresink (Virtual)
 Wayne Barefoot (In-Person)
 Tom Rosenbauer (In-Person)
 Joe Mauro (Virtually)
 Rosie Bukics (In-Person)
 Mike McGuire (In-Person)

Absent: BJ Metz
 Dave Hopkins

Also in attendance were Craig Swinsburg, Executive Director; Timothy Ryan, Technology Director; Stephanie Kinsell, Finance Director; Thomas Walters, Solicitor; Erin Laux, Gannett Fleming; Rachel Govelovich, Gannett Fleming; Holly Frantz, Recording Secretary.

COURTESY OF THE FLOOR

There were no comments from the floor at this time.

ACTION ON MINUTES

On a motion from Mr. Rosenbauer, seconded by Mr. Barefoot, the minutes of the May 8, 2023, meeting were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Walker, Rosenbauer, Barefoot, Mauro, Bukics, McGuire (7)

Nays: None

REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the May Board minutes for review prior to the Board Meeting. Updates were provided and reviewed.

REPORT OF EXECUTIVE DIRECTOR

The Management Summary was displayed on the overhead projector and reviewed.

Distribution:

- Service Replacements – 5
 - 1 – 1" 103 Woodland Road (Easton, Copper)
 - 2 – ¾" 402 Woodland Road (Easton, Copper)
 - 1 – ¾" 821 Jackson Street (Easton, Leaking Lead)
 - 1 – ¾" 4322 Newburg Road (Lower Nazareth, Leaking Plastic)
- Service Installations – 26
 - 1 – 2" 4035 Jandy Boulevard (Lower Nazareth)
 - 23- ¾" Domestic/ 1" Fire Laurel Hill (West Easton)
 - 1 – ¾" 4213 Bayard Street (Palmer)
 - 1 – 6" Fire 4035 Jandy Boulevard (Lower Nazareth)
- Hydrant Repairs – 1
 - Norton Avenue & Watson Street (Palmer, Flushing)
- Service Repairs – 3
 - 1 – ¾" 1229 Washington Street (Easton, Gas Contractor)
 - 1 – ¾" 1145 Washington Street (Easton, Gas Contractor)
 - 1 – ¾" 1233 Washington Street (Easton, Gas Contractor)
- Main Installation – 860'
 - Shawnee Avenue (Easton, ESWA)
 - 197' of 6" on Shawnee Avenue
 - Caliber Collision (Lower Nazareth)
 - 270' of 8"
 - Laurel Hill (West Easton)
 - 393' of 6" on 9th Street
- Main Breaks – 1
 - 140 Vista Drive (Easton, Split in DIP)

Service:

- New Meter Installation – 14
 - 2 – 5/8" COE
 - 9 – 5/8" ESWA
 - 1 – 1" COE
 - 2 – 2" ESWA

- Meter Changes – 206
 - 10- 5/8” - COE
 - 171– 5/8” – ESWA
 - 4– 3/4” ESWA
 - 2 – 3/4” COE
 - 7– 1” COE
 - 2 – 1” ESWA
 - 1 – 1-1/2” ESWA
 - 2 – 1-1/2” COE
 - 1 – 2” COE
 - 1 – 3” ESWA
 - 3 – 4” COE
 - 2 – 4” ESWA

Focusing on 100CF Meters, and high usage meters.

- MTU’s - 61
 - 28 – COE
 - 33 – ESWA

Customer Service Monthly Information

Billing Summary

- **Bill Date: 4/17 & 4/24 Due: 5/20/2023**
 - Meters Read & Billed = 13,937
 - Amount billed = \$1,420,711

Disconnections Summary: (Non-Payment):

48 hr termination calls: 288

48 hr door hangers (No phone numbers): 64

Actual terminations: 47

ESW = 29 (Wilson, Palmer, Forks, Beth)

COE = 18

- Turn Off for Non-Payment of Water- 47
- Turn Off for Non-Payment of Sewer – 1

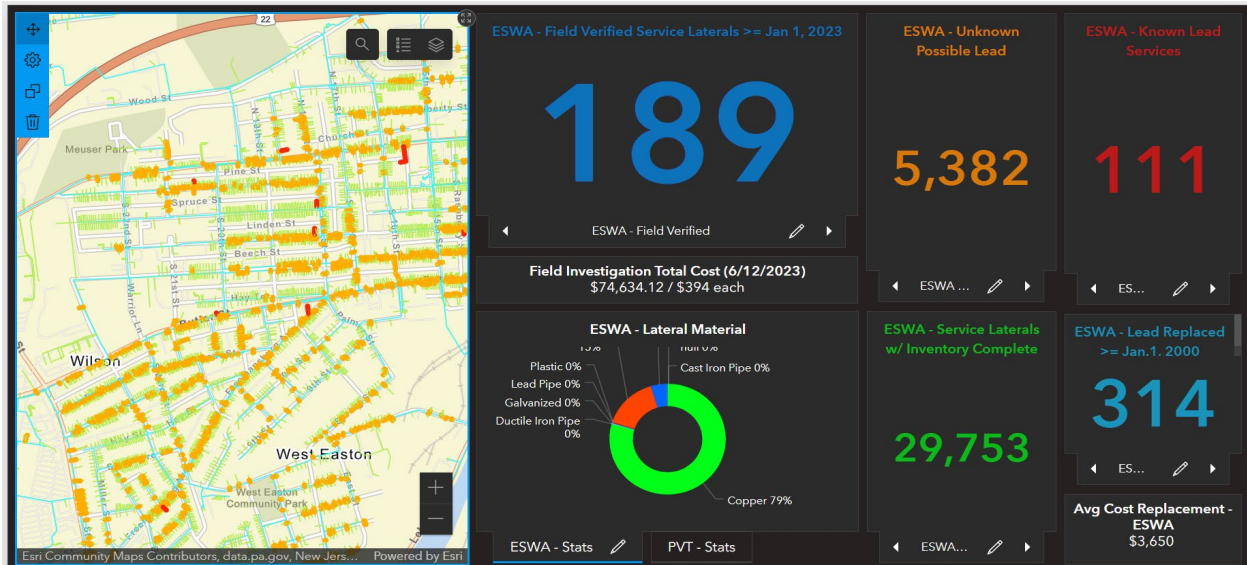
Authority Projects

- WTP Chemical Storage Project
 - Refurbished Tank placed in service on 5/18/23.
 - BSI Electrical Contractors Pay Estimate #7 Final for \$14,492.10 recommended for approval today.
 - Waiting on Revised Diagrams for Heater Control Panels from general Contractor.
- 2022 Palmer Township Improvements
 - MF Ronca & Sons Pay Estimate #7 Final for \$33,750.00 recommended for approval today.
- Route 191 Project
 - Pavement restoration & Lawn / Landscape mostly completed.
 - Night work to be performed week of 6/12 to complete paving.
 - Joao & Bradley Pay Estimate #4 for \$312,646.25 recommended for approval today.
- Lower Nazareth Pump Station
 - Gannett Fleming & ESWA to met on 5/16/23 to review preliminary plans.
- 2023 Old Orchard Improvements
 - Preconstruction Meeting held on 5/23/23.
 - Contractor planning to start 6/26/23.
- COE Transmission Mains Design Group A
 - Survey to begin the week of 6/19/23.
 - ESWA Staff review proposed route.
- Service Lateral Investigations
 - Jackson Street (7th Street to 10th Street (51 Services)
 - ESWA Side (124 total)
 - 45 Lead (88.2%)
 - 6 Copper (11.8%)
 - Totals to Date
 - ESWA Side (175 Total)
 - 98 Lead (56.0%)
 - 1 Galvanized (0.5%)

- 76 Copper (43.5%)
- Customer Side (168 Total)
 - 2 Brass (1.2%)
 - 1 Lead (0.6%)
 - 22 Galvanized (13.1%)
 - 143 Copper (87.1%)

Lead Service Inventory Status

- ◆ 5,383 = Unknown, Possible lead / 29,753 have been confirmed not lead
 - 79% copper , 6% Unknown (not lead) 15% Unknown (Possible lead)
- ◆ 314 Lead Replacement since 1/2000
 - avg in-house cost \$3,650 / service replaced
- ◆ 111 Known lead service – to replace



Authority Projects

- Newburg Road Bridge Replacement
 - PennDOT replacing two bridges on Newburg Road crossing the Monocacy Creek.
 - Bridge at intersection with Georgetown Road will require ESWA to relocate water main.
 - Existing water main located in easement outside of PennDOT ROW, so project will be 100% reimbursed by PennDOT.
 - Work will be incorporated into PennDOT Contract.
 - Keystone Consulting Engineers to Engineering Services for ESWA.
 - ESWA acquiring new easement for proposed water main.

- Flushing
 - Started Knox Avenue System (Forks & Palmer) on 4/18/23.
 - Knox to be completed on 6/30/23.
 - Water used:
 - May 7,478,229 Gallons
 - Year to Date: 11,609,974 Gallons

Administration

- PR Consult
 - Met with second firm in May.
 - Will be providing proposal to ESWA in June.
 - Review with Communication Committee prior to July Board Meeting.
 - Recommend a Consultant/Proposal at the July Board Meeting.

APPROVAL OF REQUISITIONS

On a motion from Mr. Rosenbauer, seconded by Mr. Barefoot, requisitions were approved for payment June 12, 2023 (items 4277-4286, totaling \$603,159.40). No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Walker, Rosenbauer, Barefoot, Mauro, Bukics, McGuire (7)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Walker, Chairperson, stated that the Executive Committee met last week and again today to discuss the agenda, update on lead services and the new business items.

Budget and Finance –

Mr. Rosenbauer stated that we might get a draft of the audit for last year next week. Once we get it the committee will review it.

At this time, Stephanie Kinsell, discussed the following reports: Funds on Deposit May 2023; Cash Flow Forecast 2022; and Income Statement – Budget Comparison for April 2023.

Personnel, Wage & Benefit Committee –

No Report

Capital Improvement & Planning Committee-

No Report

Water Quality Committee-

No Report

Public Relations & Communications Committee-

No Report

REPORT OF SOLICITOR

No Report

NEW BUSINESS

On a motion from Mr. Mauro, seconded by Mr. Barefoot, the Board authorized the acceptance of a certain proposal dated June 5, 2023, prepared by Keystone Consulting Engineers for professional civil engineering services for the SR 3020-01B Bridge Replacement Project, Lower Nazareth Township, Northampton County, Pennsylvania for the total estimated cost of \$48,590.00.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Rosenbauer, McGuire, Mauro, Bukics (7)

Nays: None

On a motion from Mr. Veresink, seconded by Mr. Barefoot, the Board passed a resolution that the Easton Suburban Water Authority is hereby authorized to acquire for easement purposes, approximately .0980 acres of land as more particularly described in a certain purposed Easement Agreement made a part hereof.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Rosenbauer, McGuire, Mauro, Bukics (7)

Nays: None

ADJOURNMENT

On a motion from Mrs. Bukics, seconded by Mr. McGuire, the meeting was adjourned at 3:40 pm.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Rosenbauer, McGuire, Mauro, Bukics (7)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary