

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

**Easton, PA
Monday
April 11, 2016
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: Timothy A. Cain (Chairman)
R. Kirkwood Colton
Dave Hopkins
Theodore Veresink
Robert Walker
Donald Lockard
Mary Kennon
Wayne Barefoot

Absent: David Veshosky

Also in attendance were Roy White, Executive Director, Craig Swinsburg Assistant Executive Director; Timothy Ryan, IT Manager; Stephanie Kinsell, Business Manager; Thomas Walters, Solicitor, Lewis & Walters; Rachel Govelovich, Gannett Fleming Inc;

COURTESY OF THE FLOOR

There was no comment from the floor at this time.

ACTION ON MINUTES

On a motion from Mr. Veresink, seconded by Mr. Colton, the minutes of March 14, 2016 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Colton, Hopkins, Veresink, Walker, Lockard, (7)

Nays: None

REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the April 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.

- Service Repair - 2
 - 1 – 1" 4462 Elmwood Drive (Trio Farms, Lower Nazareth Township, damaged by construction equipment)
 - 1 – ¾" 290 North Riverside Drive (City of Easton, remove and replaced lateral due to work for bridge replacement)
- Service Replacements – 2
 - 2 – ¾" 838/840 Centre Street (City of Easton, replaced lead services)
 - 1 – ¾" 41 South 14th Street (City of Easton, replaced leaking lead service)
- Main Breaks – 2
 - 6" – 722 Seitz Street (City of Easton, universal joint)
 - 6" – 1201 Wayne Street (Palmer Township, radial)
- Valves - 1
 - 6" – Pine Valley Terrace (Williams Township, repaired and replaced bolts)
- New Meters Installation – 7
 - 7 – 5/8" ESWA
- Meter Changes - 174
 - 23– 5/8" COE
 - 139 – 5/8" ESWA
 - 3 – 3/4" ESWA
 - 1 – 1" ESWA
 - 3 – 1-1/2" ESWA
 - 2 – 2" ESWA
 - 2 – 3" ESWA
 - 1 – 6" COE
- MTU's – 125
 - 44 - COE
 - 81 – ESWA

- Turn Off for Non-Payment of Water -61
 - 26 – COE
 - 35 – ESWA
- Turn Off for Non-Payment of Sewer - 0
 - 0 – COE
 - 0 – ESWA

Authority Projects

- Wilden Acres Tank Painting
 - Contractor began mobilizing the week of March 28th.
 - ESWA staff took the tank out of service on April 4th.
 - Work anticipated to be completed by the end of April.
- Morgan Hill High Service Pump Station
 - Pump 2 was refurbished and placed back in service on February 16th.
 - Pump 1 was removed for refurbishment and should be back in service in April.
- Knox Avenue Pump Station
 - The repaired rotating assembly for pump 3 was installed on March 21st and placed back in service on March 24th.
 - New rotating assemblies were ordered for pumps 3 and 4.
 - Gannett Fleming reviewing the hydraulic implications of increasing the impeller size to increase flow from 3,300 gpm to 3,700 gpm.
- North High Pump Station
 - New rotating assemblies were ordered for pumps 1 and 2.
 - Fannett Fleming reviewing the hydraulic implications of increasing the impeller size to increase flow from 1,400 to 1,700 gpm.
- Pavement Restoration
 - Pavement restoration work scheduled to begin on Hodle Avenue the week of April 11th.
 - After Hodle Avenue work will be performed on Hay Terrace, Lilac Lane, Washington Street and Watson Street.
 - The pavement restoration will be performed on Berks Street once the other two areas are completed.
 - The pavement restoration work should be completed by the end of April.
- Route 611 Bridge Replacement
 - Work began on the replacement of the 16” water main crossing the Bushkill Creek bridge on Monday April 4th.
 - The connection to the existing water main on the north side of the bridge was completed on April 6th.
 - The contractor is proceeding from the north to the south.

- The connection to the existing water main on the south side of the bridge will be performed the week of April 18th.
- The water main relocation is anticipated to be completed by the end of April.
- Bethlehem Township Improvements (KCE)
 - Survey to begin week of April 18th.
- Palmer Township Improvements (KCE)
 - Survey to begin week of April 11th.
- Canal Street Improvements (GF)
 - Survey to begin week of April 11th.
- Wood Avenue Improvements (GF)
 - Survey to begin week of April 11th.

Administration

- HR Consultant Retirement
- 457 Fiduciary Review, April 27th
- Infrastructure Planning

Water Quality & Treatment

- Enhanced Surface Water Treatment Rule – (Cryptosporidium)
- Revised Total Coliform Rule
- PA – Safe Drinking Water Act
- Lead Issue
 - Two Separate Regulations

APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mr. Hopkins, requisitions were approved for payment April 11, 2016 (items 3790-3796, totaling \$203,906.81). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Colton, Hopkins, Veresink,, Walker, Lockard, Kennon (8)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting to discuss the High Service Pump settlement and the lead issues. Mr. Walters updated members of the committee of the status of the projects that have had some issues.

Budget and Finance –

No Report

At this time, Stephanie Kinsell, Business Manager, discussed the following reports: Funds on Deposit March, 2016; Cash Flow Forecast 2016; and Income Statement – Budget Comparison for February 2016.

Pension Committee –

Next meeting will be April 27, 2016 at 9 am.

Retiree Benefits Ad-hoc Committee –

No Report

Personnel Committee –

No Report

Risk Management Committee –

No Report.

Buildings and Properties Committee –

No Report.

REPORT OF SOLICITOR

No Report

ADJOURNMENT

On a motion from Mr. Colton, seconded by Mr. Hopkins, the meeting was adjourned at 4:16 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Veresink, Lockard, Hopkins, Walker, Colton, Kennon (8)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary