

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

**Easton, PA  
Monday  
April 10, 2022  
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:       BJ Metz (In-Person)  
                  Robert Walker (In-Person)  
                  Theodore Veresink (In-Person)  
                  Wayne Barefoot (Virtual)  
                  Dave Hopkins (Virtually)  
                  Tom Rosenbauer (In-Person)  
                  Mike McGuire (Virtually)  
                  Joe Mauro (Virtually)  
                  Rosie Bukics (In-Person)

Absent:         None

Also in attendance were Craig Swinsburg, Executive Director; Timothy Ryan, Technology Director; Stephanie Kinsell, Finance Director; Thomas Walters, Solicitor; Erin Laux, 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 Ms. Bukics, seconded by Mr. Veresink, the minutes of the March 13, 2023, meeting were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Metz, Veresink, Walker, Rosenbauer, Hopkins, Barefoot, McGuire, Mauro, Bukics (9)

Nays: None

### REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the March 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 – 12
  - 5– 3/4” Iron Street Project (Easton, Lead)
  - 6 – 3/4” Route 191 (Lower Nazareth, Plastic)
  - 1 – 3/4” 1304 Washington Street (Easton, Lead)
- Service Repair – 1
  - 1 – 1” 2397 Emanuel Court (Bethlehem)
- Service Installations – 2
  - 1 – 3/4” 3794 Church Road (Bethlehem)
  - 1 – 3/4” 215 West Hilton Street (Glendon)
- Service Reconnections – 5
  - 5 – 3/4” Iron Street Project (Easton, Copper)
- Main Installation – 349’
  - Iron Street Project (Easton)
    - 341’ of 8”
    - 8’ of 6”
- Main Abandonment
  - 4” PVC on Route 191 (Lower Nazareth)
    - 450’ Abandoned
    - Services Transferred to 8” DIP
- Hydrant Replacement – 2
  - Iron Street & Berwick Street (Easton)
  - 3050 Green Pond Road (Palmer)

Service:

- New Meter Installation – 22
  - 1 – 5/8” COE
  - 20 – 5/8” ESWA
  - 1 – 2” ESWA
- Meter Changes – 229
  - 16- 5/8” - COE
  - 198– 5/8” – ESWA
  - 6– 3/4” ESWA
  - 1 – 3/4” COE

- 1– 1” COE
- 2 – 1” ESWA
- 3 – 1-1/2” ESWA
- 1 – 3” ESWA
- 1 – 4” ESWA

Focusing on 100CF Meters, and high usage meters.

- MTU’s - 87
  - 47 – COE
  - 40 – ESWA

Customer Service

- Bill Date: 2/13 & 2/23 Due: 3/20/2023
  - Meters Read & Billed = 10,113
  - Amount billed = \$1,094,149

**Disconnections Summary:**

**48 hr termination calls: 255**

**48 hr door hangers (No phone numbers): 50**

**Actual terminations: 29**

ESW = 20

COE = 9

- Turn Off for Non-Payment of Water- 29
- Turn Off for Non-Payment of Sewer – 2

**Water Usage: 1,500,000 Gallons**

**1,200,000**

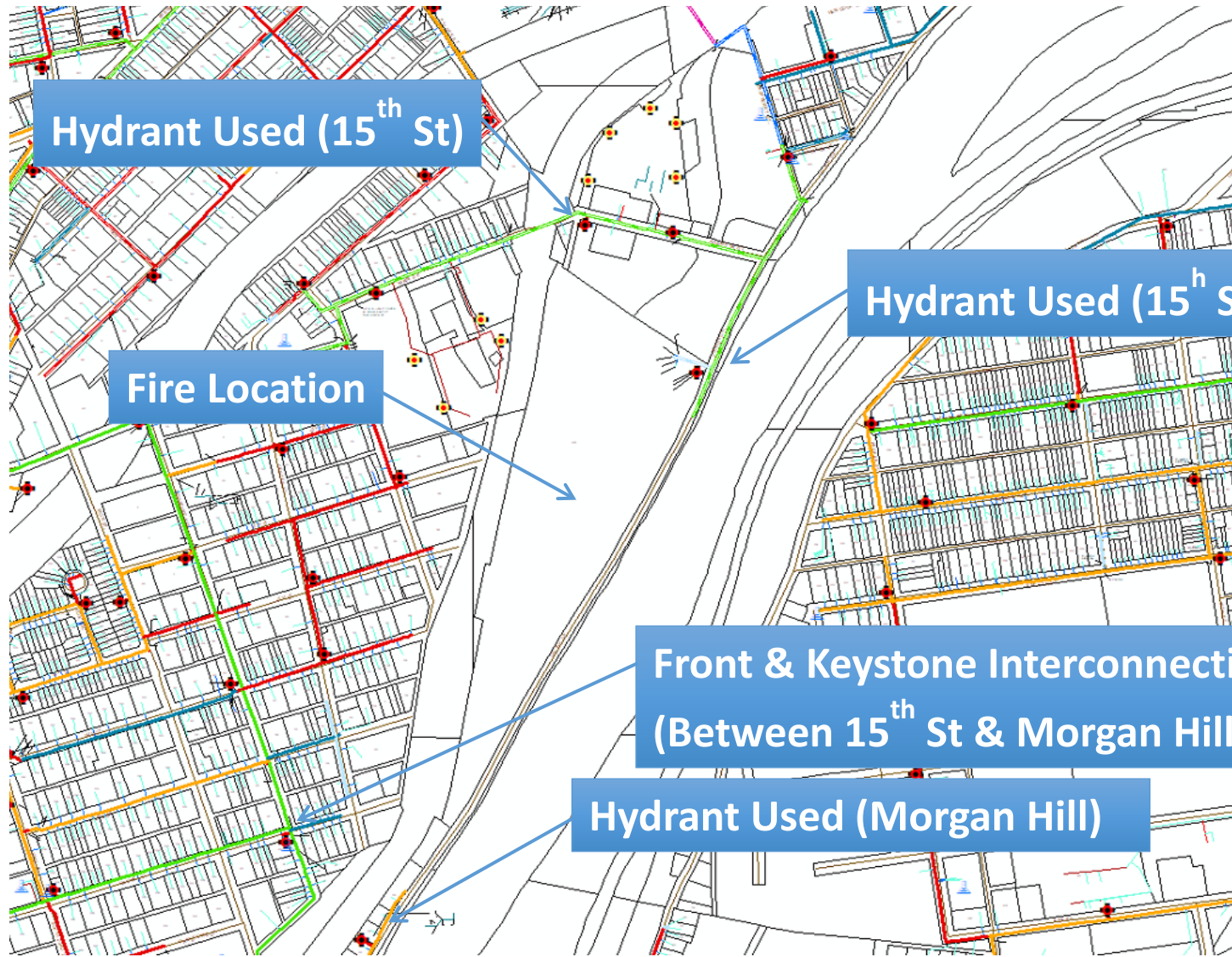
**15<sup>th</sup> St System**

**200,000**

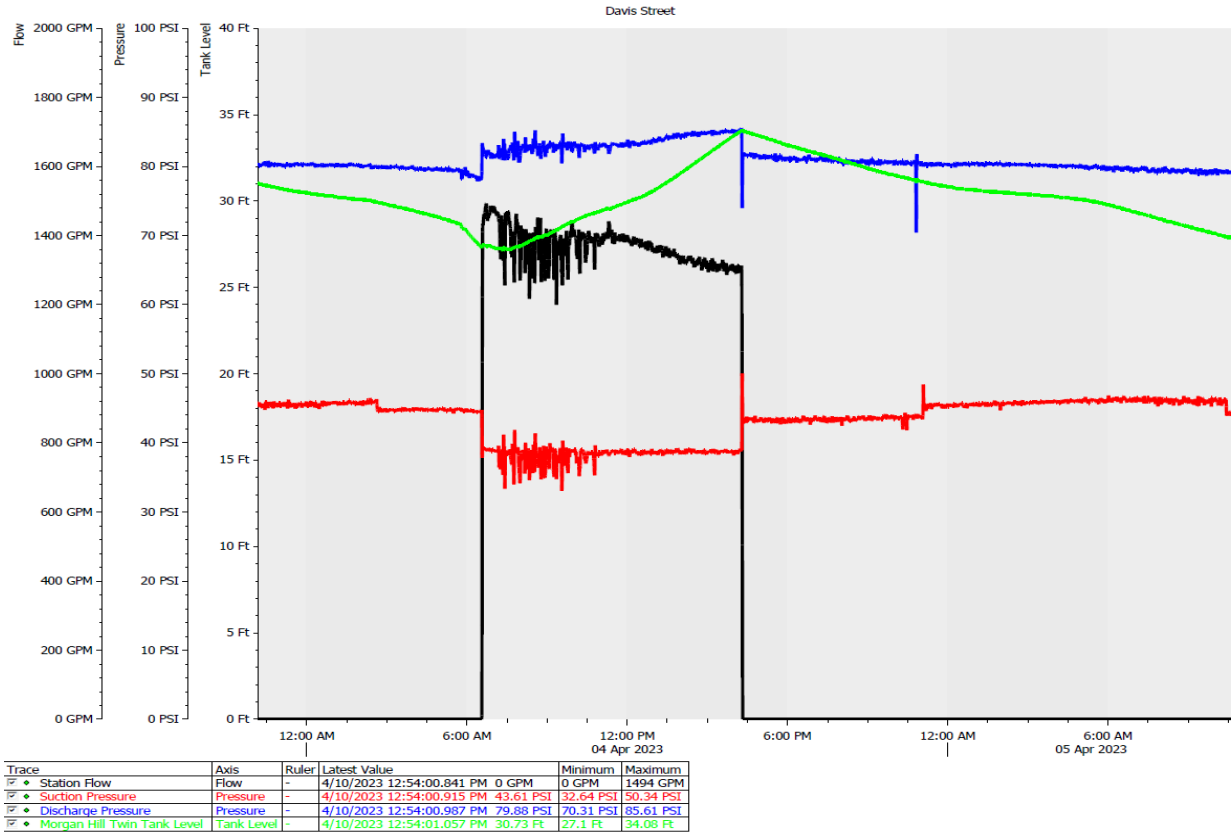
**Morgan Hill System**

**100,000**

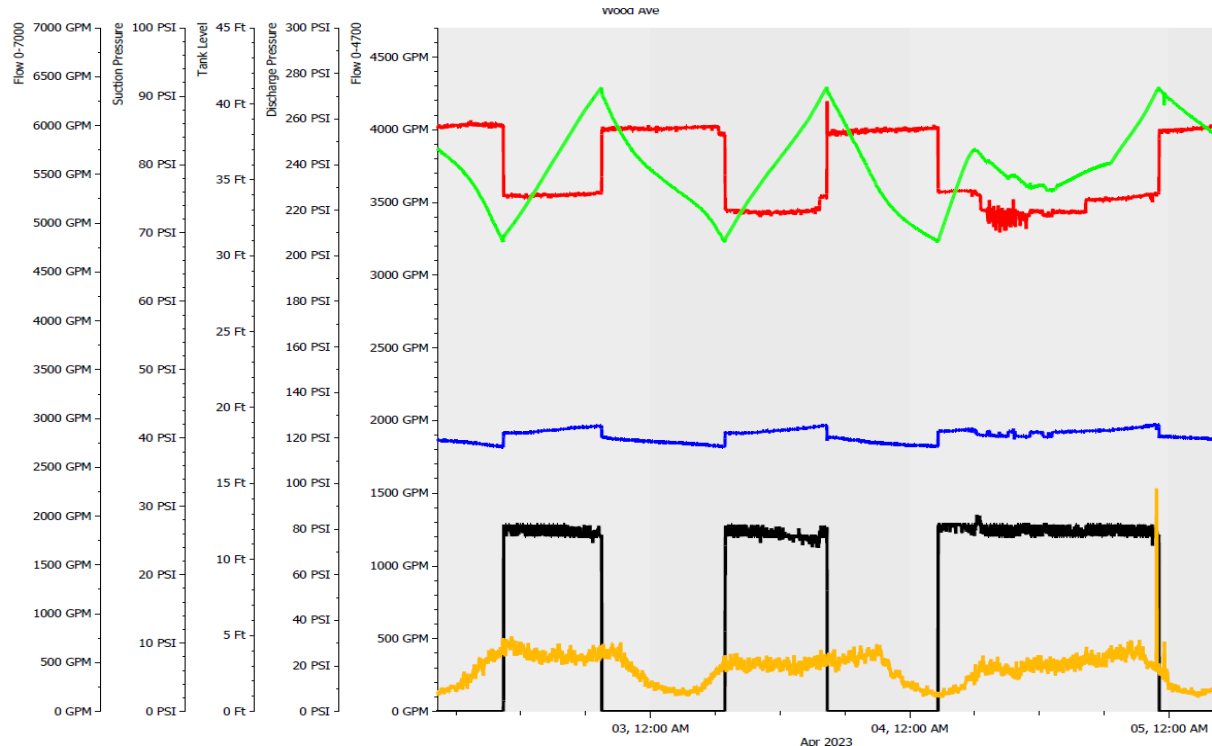
**Twin Reservoir System**



# Morgan Hill – Scada trend



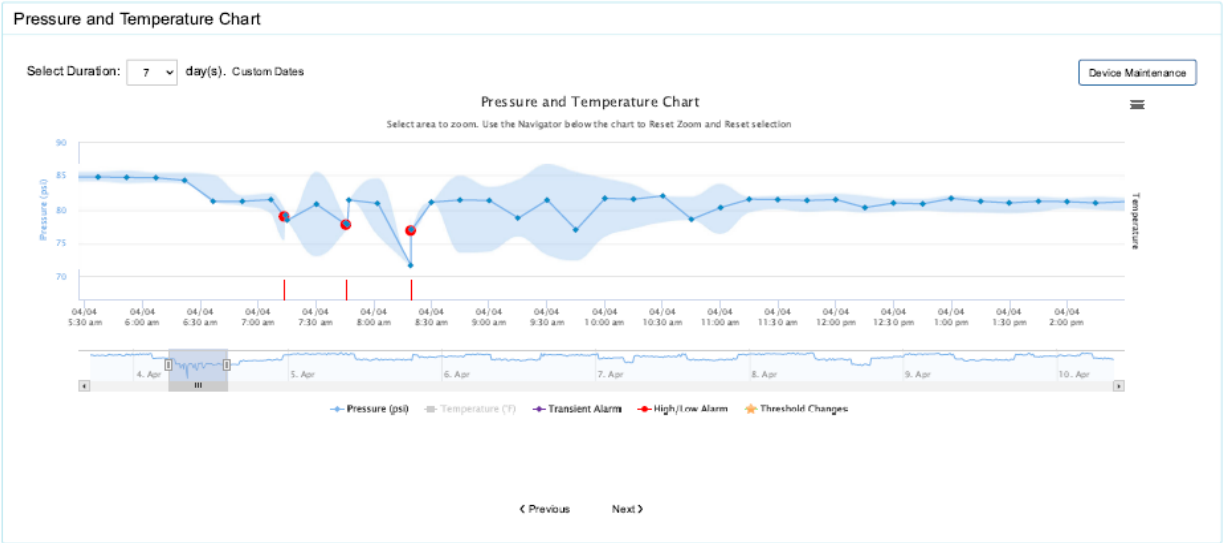
# Wood Ave – Scada trends



Trace	Axis	Ruler	Latest Value	Minimum	Maximum
Station Flow	Flow 0-7000	-	4/10/2023 12:44:18.750 PM 1792 GPM	0 GPM	2033 GPM
Suction Pressure	Suction Pressure	-	4/10/2023 12:44:18.807 PM 75.85 PSI	69.88 PSI	89.9 PSI
Discharge Pressure	Discharge Pressure	-	4/10/2023 12:44:18.869 PM 124.91 PSI	115.9 PSI	125.95 PSI
15th St Tank Level	Tank Level	-	4/10/2023 12:44:18.929 PM 40.19 Ft	30.87 Ft	41.13 Ft
City Water 8 Inch Flow	Flow 0-4700	-	4/10/2023 12:44:19.038 PM 363.64 GPM	92.18 GPM	1764.44 GPM

# 713 Spring Garden – Hydrant Mon

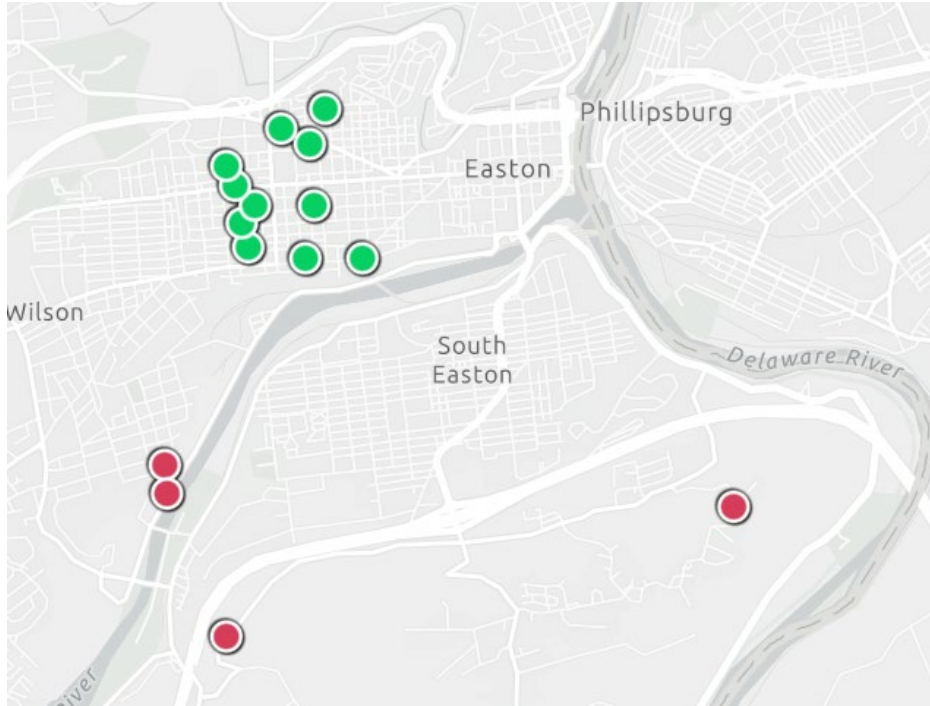
713 Spring Garden Street



**Hydrant Stats**

Hydrant Name	SIM	Hydrant Number	FID Number	Latitude	Longitude	Device Type
713 Spring Garden Street	8914800004979259655	9259655	9259655	40.6927676644227	-75.2188412192924	Dry Barrel Hydrant Pressure Monitor
Minimum Pressure	Maximum Pressure	Average Pressure	Average Temperature	Last Read	Last Alert Reading	Threshold Temperature Maximum
71.19 psi	94.44 psi	78.85 psi	51 °F	04/10/2023 08:45:00 AM	No Alerts	N/A
Threshold Temperature Minimum:	Threshold Pressure Maximum	Threshold Pressure Minimum:				
35 °F	96 psi	78 psi				

# Water Meter Pressure Monitors

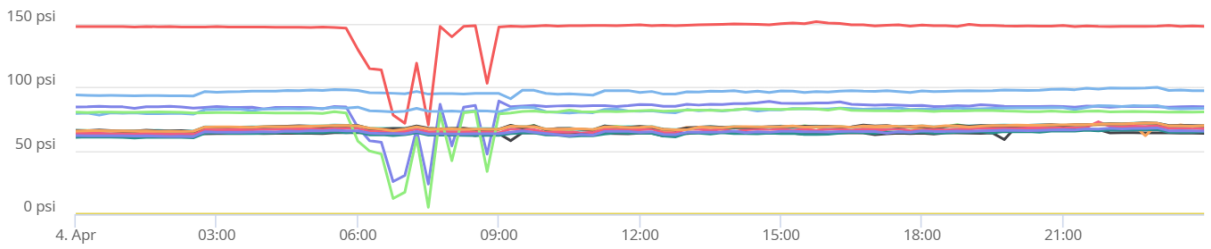


15 sensors

Export PDF X

24h 3d 7d 1m 3m 6m YTD 1y 3y

Date Range 4/4/2023 12:00AM EDT - 4/4/2023 11:59PM EDT



- 1229 Bushkill St
- 1290 Industrial Dr
- 326 Lehigh Dr
- 86 Keystone Ave
- 1220 E Homestead Ln
- 1445 Liberty St
- 1416 Spruce St
- 1339 Ferry St #1FLR
- 914 Butler St
- 1120 FERRY ST
- 1119 Sproing Garden St
- 1426 Northampton St
- 1153 Butler St
- 1406 Washington St
- 1047 Jackson St

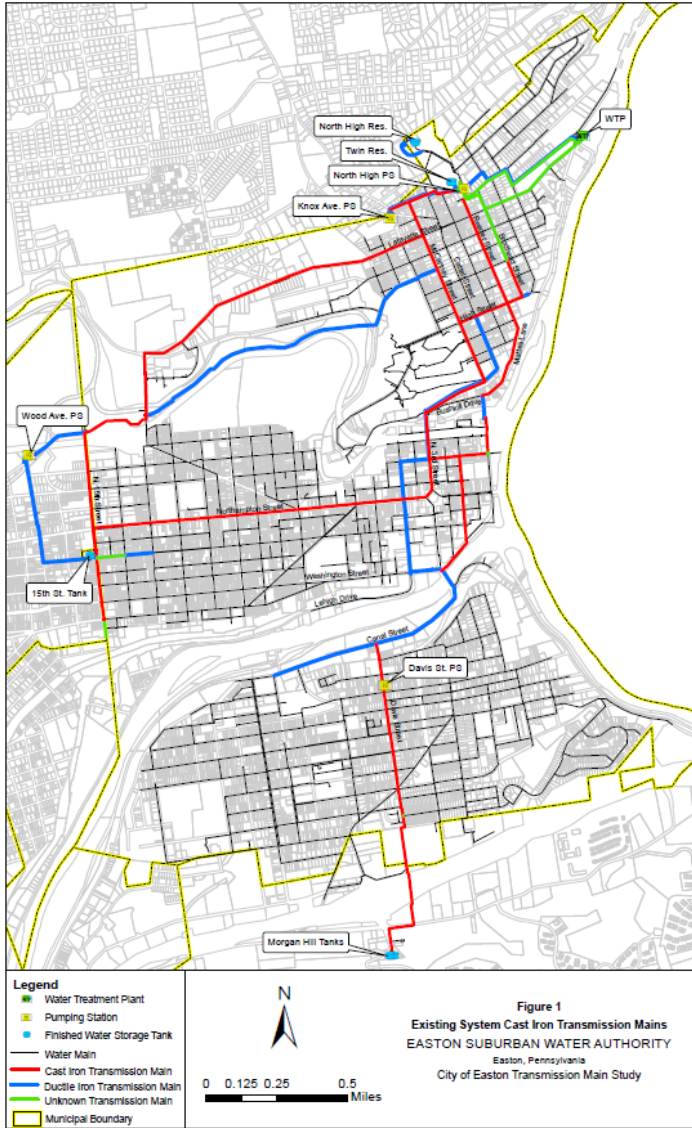


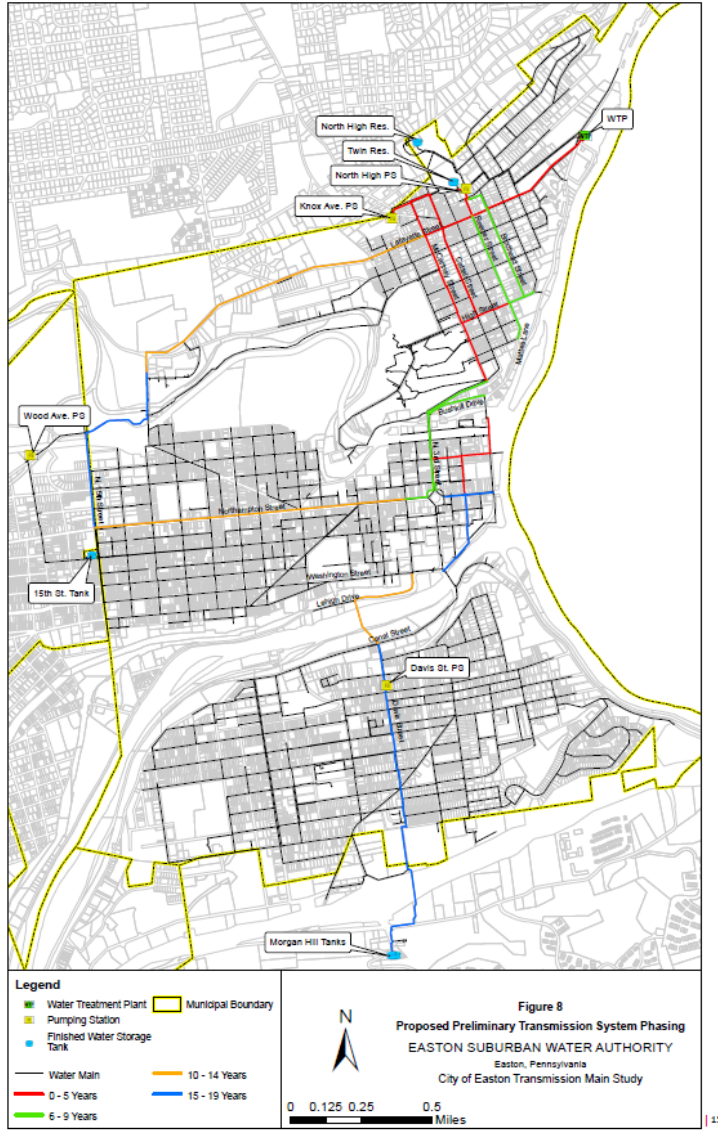
## **Authority Projects**

- WTP Chemical Storage Project
  - Heater Control Panels received on 4/5/23.
  - Coordinating installation with contactors.
  
- 2022 Palmer Township Improvements
  - Punchlist items being addressed in April.
  - Final pay estimate in May.
  
- Route 191 Project
  - Pavement restoration begins the week of 4/10/23.
  - Lawn / Landscaping to be addressed after paving is completed.
  
- Lower Nazareth Pump Station
  - Infiltration Testing completed on 3/16/23.
  - 60% Drawings provided to ESWA Staff on 4/1/23.
  
- Old Orchard Water System Improvements
  - Tentative construction start in early May.
  
- Iron Street Water Main Replacement
  - Water system work completed on 3/17/23.
  
- Service Lateral Investigations
  - Began in March
  - Will provide project update in May with statistics.
  
- Alternate Source
  - City of Bethlehem Interconnections.
  - Follow up Virtual Meeting on 4/27/23.

## **City of Easton Transmission Main Study**

- 15 Miles of Transmission Mains
  - 16" & Larger
- 8 Miles are Cast Iron Pipe
  - 4 miles are 100 years old
- Hydraulic Model Used to create future Transmission Main Network
- Improvements grouped for design purposes.
  - Cost savings in overlapping areas and permitting.
- Construction in annual contracts.
  - Balance cost over years.
- 52,000 feet of main to be installed.
- Proposed over approximately 20 years.





### City of Easton Transmission Main Study Design Group A (RED)



- 10,350 feet of main to be designed.
- 12", 24" & 30"
- Largest mains in overall project.
- PennDOT Permitting Required.
- Not to Exceed Budget of \$336,000.



EASTON SUBURBAN WATER AUTHORITY  
INVITES YOU AND A GUEST



To a  
NIGHT AT THE  
IRON PIGS – PATIO PICNIC

**Thursday, May 11th at 6:45pm**

(Gates open at 5:30pm)

**Picnic Patio Includes – 2-1/2 hour all you can eat buffet, and unlimited soft drinks through the middle of the 8<sup>th</sup> inning.**

PLEASE R.S.V.P. BY **APRIL 19, 2023** TO STEPHANIE KINSELL

### **APPROVAL OF REQUISITIONS**

On a motion from Mr. Rosenbauer, seconded by Mr. Mauro, requisitions were approved for payment April 10, 2023 (item 4272 - 4275, totaling \$11,188.18). No public comment was received.

Motion adopted by the following vote:

Yeas: Metz, Veresink, Walker, Rosenbauer, Hopkins, Barefoot, Mauro, McGuire, Bukics (9)

Nays: None

### **REPORT OF COMMITTEES**

#### **Executive Committee –**

Mr. Walker, Chairperson, stated that the Executive Committee met last week and again today to discuss a number of items that are under new business.

#### **Budget and Finance –**

No Report

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

**Pension Committee –**

No Report

**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

**NEW BUSINESS**

On a motion from Mr. Hopkins, seconded by Mr. Rosenbauer, the Board accepted a certain engineering services proposal for the City Transmission Main Replacement Group A, design and bid phase service dated March 7, 2023, prepared by Gannett Fleming. The proposal shall not exceed the budget of \$336,000.00 for the design and three bid phase services as detailed in the scope of services provisions.

Motion adopted by the following vote:

Yeas: Metz, Veresink, Walker, Rosenbauer, Hopkins, Barefoot, Mauro, McGuire, Bukics (9)

Nays: None

On a motion from Mr. Rosenbauer, seconded by Mr. McGuire, the Board accepted and approved a certain proposal dated April 1, 2023, from Gannett Fleming to provide an appraisal and fair market rental value on the water system the Authority leases from the City of Easton, said appraisal cost to be \$30,000.00 to \$35,000.00.

Motion adopted by the following vote:

Yeas: Metz, Veresink, Walker, Rosenbauer, Hopkins, Barefoot, Mauro, McGuire, Bukics (9)

Nays: None

On a motion from Ms. Bukics, seconded by Mr. Veresink, the Board passed a resolution to add the following committees as standing committees under the By Laws:

1. The Capital Improvements and Planning committee
2. The Water Quality Committee
3. The Communications and Public Relations Committee

The Board of Directors furthermore approved the elimination of the Risk Management Committee, The Building and Properties Committee, and the Pension Committee.  
Said action shall take effect April 10, 2023, and thereon.

Motion adopted by the following vote:

Yeas: Metz, Walker, Veresink Barefoot, Rosenbauer, Hopkins, McGuire, Mauro, Bukics (9)

Nays: None

On a motion from Mr. Mauro, seconded by Ms. Bukics, The Board passed a resolution to approve and adopt a certain modification to the Series A of May 20, 2015, Note, issued to the Merchants Bank of Bangor, now Fidelity bank, By the Authority relating to replacement of the LIBOR index. Said note modification shall be executed by the chairman of the Board and secretary of the Authority.

Motion adopted by the following vote:

Yeas: Metz, Walker, Veresink Barefoot, Rosenbauer, Hopkins, McGuire, Mauro, Bukics (9)

Nays: None

Mr. Walker stated that the Marketing Strategy Project – SmartAcre, Inc. will be tabled for a future meeting.

### **ADJOURNMENT**

On a motion from Mr. Veresink, seconded by Mr. Mauro, the meeting was adjourned at 4:18 pm.

Motion adopted by the following vote:

Yeas: Metz, Walker, Veresink Barefoot, Rosenbauer, Hopkins, McGuire, Mauro, Bukics (9)

Nays: None

Respectfully Submitted

Holly L. Frantz  
Recording Secretary