

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

**Easton, PA
Monday
April 8, 2024
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 (In-Person)
 Wayne Barefoot (Virtual)
 Dave Hopkins (Virtual)
 BJ Metz (In-Person)
 Joe Mauro (Virtual)
 Rosie Bukics (Present)

Absent: Tom Rosenbauer
 Mike McGuire

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

COURTESY OF THE FLOOR

Jerry Mornet, Executive Vice President of Homebuilding for Traditions of America was asking about the current project at Greenpond. They completed the water main extension and he was looking to get the accommodation agreement back so they could record it and move forward with the project.

ACTION ON MINUTES

On a motion from Mr. Veresink, seconded by Mr. Metz, the minutes of the March 11, 2024, meeting was approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Walker, Barefoot, Metz, Hopkins, Bukics, Mauro (7)

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 - 21
 - 21- 3/4" Jackson Street Lead Service Replacement Project (Easton)
- Service Installations - 8
 - 1 – 1" 52 South 5th Street (Easton)
 - 1 – 1-1/2" 2040 Northampton Street (Wilson)
 - 1 – 4" 3774 Eastgate Boulevard (Lower Nazareth)
 - 1 – 4" 3363 Gun Club Road (Upper Nazareth)
 - 1 – 2" Fire 52 South 5th Street (Easton)
 - 1 – 2" Fire 2040 Northampton Street (Wilson)
 - 1 – 8" Fire 3774 Eastgate Blvd (Lower Nazareth)
 - 1 – 8" Fire 3363 Gun Club Road (Upper Nazareth)
- Main Installation – 3,468'
 - 3363 Gun Club Road (Loer & Upper Nazareth)
 - 2,910' of 12" on Route 946/Daniels Road
 - 59' of 12" on Christian Springs Road
 - Traditions of America at Green Pond (Bethlehem)
 - 499' of 12" on Farmersville Road
- Service Repairs – 3
 - 1 – 3/4" 717 Washington Street (Easton)
 - 1 – 3/4" 231 South 7th Street (Easton)
 - 1 – 3/4" 3896 Independence Drive (Bethlehem)
- Fire Hydrant Repairs – 1
 - 7th Street & Northampton Street (Easton, Riser Kit)
- Fire Hydrant Replacements – 1
 - Blenheim Drive & Old Orchard Drive (Palmer, Darling)
- Fire Hydrant Installations – 1
 - Daniels Road (Upper Nazareth)

Service:

- New Meter Installation – 13
 - 1 – 5/8” COE
 - 11 – 5/8” ESWA
 - 1 – 1-1/2” COE
- Meter Changes – 175
 - 7- 5/8” - COE
 - 159- 5/8” – ESWA
 - 2- 3/4”-ESWA
 - 3 – 1-1/2” ESWA
 - 4 – 2” COE
- MTU’s - 32
 - 10 – COE
 - 22 – ESWA

Customer Service Monthly Information

Billing Summary

- **Bill Date: 2/14 & 2/22 Due: 3/20/2024**
 - Meters Read & Billed = 10,143
 - Amount billed = \$1,129,232

Disconnections Summary: (Non-Payment):

48 hr termination calls: 195

48 hr door hangers (No phone numbers): 28

Actual terminations: 23

ESW = 16

COE = 7

- Turn Off for Non-Payment of Water- 23
- Turn Off for Non-Payment of Sewer – 0

Authority Projects

- Lower Nazareth Pump Station
 - Zoning Hearing Board April 30th Meeting.
 - Variance for Lot Size

- Richmond Road
 - Bonds and Insurances provided for review.
 - Construction is planned for June through August.

- Dogwood Terrace Water System Improvements
 - Bids opened on 4/4/24.

Forks Township Water System Improvements Bids	
Bidder	Total Basic, Unforeseen & Alt 2
Joao & Bradley	\$1,144,287.50
M. F. Ronca	\$1,341,730.00
R-III Construction	\$1,383,070.00
Doli Corporation	\$1,601,715.00
H & K Group	\$1,890,398.00

- Low Bid was Joao & Bradley
 - Total Base Bid: \$898,600.00
 - Total Unforeseen: \$7,150.00
 - Total Alternate 1: \$177,190.00
 - Total Alternate 2: \$238,537.50
- Recommend Award based on Engineer & Solicitor Review for Total of Base, Unforeseen & Alternate 2:
Total of \$1,144,287.50
 - South Side Water System Improvements
 - PennVEST awarded \$1,102,099 grant and \$2,190,901 loan at 1/24/24 meeting.
 - Initial Settlement Meeting was held on 2/23/24.
 - PennVEST Confirmed loan length cannot exceed the end of the City of Easton Lease.
 - Correspondence provided to City of Easton regarding the Grant and Loan requirements.
 - City of Easton Transmission Main Improvements Group A
 - Very Productive preliminary design meeting held on 3/19/24.
 - Project Sequence/Contract Breakdown Determined.
 - Gannett Fleming to work on design and prepare PennDOT permit submission.
 - ESWA must review connection and abandonment sequence and requirements.
 - Jackson Street Water System Improvements
 - 10th Street to 13th Street
 - Replaced 31 lead water service laterals.
 - Pavement & Concrete restoration to be performed in April if weather permits.
 - 7th Street to 13th Street
 - Replacing cast iron water main and lead water service laterals.
 - Hoping to begin in late April/May

Administration

- DEP System Inspection
 - Water Treatment Plant, Pumping Stations & Storage Facilities
 - April 9th through 11th
- ESWA at the Iron Pigs
 - Thursday 5/9/24
 - Picnic Pavilion
 - Employees, Board Members & Families Welcome.

APPROVAL OF REQUISITIONS

On a motion from Ms. Bukics, seconded by Mr. Metz, requisitions were approved for payment April 8, 2024 (items 4356-4362, totaling \$212,266.33). No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Walker, Barefoot, Metz, Hopkins, Bukics, Mauro (7)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Walker, Chairperson, stated that the Executive Committee met last week and reviewed the status of current and upcoming projects, PennVEST, Letter to City and action items.

Budget and Finance –

No Report

At this time, Stephanie Kinsell, discussed the following reports: Funds on Deposit March 2024; Cash Flow Forecast 2024; and Income Statement – Budget Comparison for February 2024.

Personnel, Wage & Benefit Committee –

No Report –

Capital Improvement & Planning Committee-

No Report

Water Quality Committee-

Mr. Veresink stated there was a meeting on 3/20/24. The committee met with ESWA staff and discussed the following:

Reviewed status of Source Resiliency and Alternate Source Plan with Bethlehem.

Reviewed sampling results and lead & copper rule revisions. There have been no sampling issues to discuss.

Discussed PFAS – forever chemicals- sampling – undetected in raw water.

Discussed service line inventory under PB & CU revisions. We created the required inventory.

Working to update lead information and education info with public relations consultant.

They also discussed pink and black residue on water fixtures – airborne bacteria that thrives on moisture- shower heads and water line on fixtures.

Public Relations & Communications Committee-

Mr. Walker stated they did not meet but discussed a proposal for Lehigh Mining.

REPORT OF SOLICITOR

No Report

NEW BUSINESS

On a motion from Mr. Veresink, seconded by Ms. Bukics, the Board approved the resolution authorizing the acceptance of the bid of Joao & Bradley Construction Co., Inc. in the amount of \$1,144,287.50, and authorizing the awarding of said contract to the same subject to the terms and conditions pursuant to a certain project manual dated March 2024 for the purpose of construction of water main replacement and pavement restoration in Forks Township on the following roads: Acorn Drive, Dogwood Terrace, Oak Tree Lane, Paul Eaton Road, E Elizabeth Avenue and Cottage Street. Appurtenant work includes installation/ removal of Fire Hydrants; reconnection/partial replacement of service laterals; traffic control.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Metz, Hopkins, Bukics, Mauro (7)

Nays: None

On a motion from Mr. Hopkins, seconded by Ms. Bukics, the Board approved the Retainer Proposal for Lehigh Mining & Navigation dated March 4, 2024.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Metz, Hopkins, Bukics, Mauro (7)

Nays: None

ADJOURNMENT

On a motion from Mr. Veresink, seconded by Mr. Mauro, the meeting was adjourned at 3:52 PM.

Motion adopted by the following vote:

Yeas: Walker, Veresink Barefoot, Metz, Hopkins, Bukics, Mauro (7)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary