

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

**Easton, PA
Monday
October 12, 2015
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
Wayne Barefoot
Mary Kennon
Robert Walker
David Veshosky
Donald Lockard

Absent: None

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; Holly Frantz, Recording Secretary.

COURTESY OF THE FLOOR

There is no comment from the floor at this time.

ACTION ON MINUTES

On a motion from Mr. Veresink, seconded by Mr. Barefoot, the minutes of September 14, 2015 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Walker, Barefoot, Kennon, Veshosky, Lockard (9)

Nays: None

REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the October 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 Installations - 1
 - 1 – 2" Fairview Park (Palmer Township, Baseball Field Irrigation Service)
- Service Replacements - 6
 - 2 – ¾" 1112/1114 Pine Street (City of Easton, replaced leaking lead services)
 - 1 – ¾" 4617 Fir Drive (Lower Nazareth Township, replaced leaking plastic service)
 - 1 – ¾" 41 North Greenwood Avenue (Palmer Township, connected 8" main, eliminated private line?)
 - 2 – ¾" Hodle Avenue (Bethlehem Township, ESWA Project)
- Service Reconnections - 23
 - 23 – ¾" Hodle Avenue (Bethlehem Township, ESWA Project)
- Replaced Hydrants – 1
 - 1 – Hodle Avenue & Henry Street (Bethlehem Township)
- Blow Offs – 1
 - 1 – 2" Installed on Centre Street in Williams Township

- Curb Box Maintenance – 14
 - 8 – COE
 - 6 – ESWA

- New Meters Installation - 22
 - 14 – 5/8" COE
 - 2 – 1" ESWA
 - 4 – 2" ESWA
 - 1 – 3" ESWA
 - 1 – 6" Fire ESWA

- Meter Changes - 112
 - 13 – 5/8" COE
 - 99 – 5/8" ESWA

- Meter Change 2015
 - 20 yr Lifecycle 5/8” meters
 - Approx 500 in 2015
- MTU’s – 146 (ESWA Installed)
 - 24 - COE
 - 122 – ESWA
- AMI Project -
 - Completed and final payment approved last meeting
 - Punch list items remain to be completed.
 - Final Payment is being held until they are completed.
- Turn Off for Non-Payment of Water -62
 - 17 – COE
 - 45 – ESWA
- Turn Off for Non-Payment of Sewer - 0
 - 0 – COE
 - 0 – ESWA
- Flushing
 - Flushing started in the North High System (Forks Township) on September 2nd and was completed on October 5th.
 - The Suburban 15th Street System was started on October 6th and will be completed by the end of October..
 - Water Used: 7,387,152 gallons
 - Year To Date: 27,966,170 gallons

Authority Projects

- Wilden Acres Tank Painting
 - Tank Taken out of service Monday September 14th.
 - Pro-Spec mobilized in late September.
 - Interior blasting and painting starting on October 12th.
 - Substantial completion (tank back in service) deadline is December 1st.
- Hodle Avenue
 - ESWA replacing 1,500’ of 6” cast iron main with 8” ductile iron water main.
 - Water system work began on September 11th and was completed on October 8th.
 - The trenches have been temporarily restored.
 - Permanent trench restoration will be performed in the Spring of 2017.

- Morgan Hill High Service Pumping Station
 - Pump 3 was removed on August 3rd, rebuilt by Kohls Brothers and reinstalled on September 23rd.
 - After the pump was reinstalled, it was determined the starter for the pump was also damaged and needed to be replaced.
 - The starter is on order and should be reinstalled the week of October 12th.
 - The rebuilding of pumps 1 and 2 will be performed in late 2015 / early 2016.
- Lower Nazareth Pump Station
 - Met with Northampton County Staff on September 15th to discuss possible pump station location at Louise Moore Park.
 - ESWA would construct water main on Country Club Road in exchange for easement/property to construct pump station on.
 - ESWA requested proposals for survey and engineering work to create the proposed easements. Requesting approval today.
- Berks Street Project
 - ESWA replacing 850' of 6" unlined, cast iron main with 8" ductile iron water main.
 - Several main breaks in recent years and high amount of internal corrosion.
 - Work is scheduled to begin the week of October 19th and should be completed in the middle of November.
 - Palmer Township will be overlaying the street in 2016.

Water Quality & Treatment

- Revised Total Coliform Rule
- Filter Media Replacement
- Twin Reservoir – Geotechnical Second Opinion
- Enhanced Surface Water Treatment Rule
- Drinking Water Protection Act
- Disinfection By Products

Administration

- 2016 Operating Budget
- Right to Know Policy
- Power Purchase Bid Opening
- Pension Amendments
- EPA/PADEP Infrastructure Survey
- PennVest – WTP Closing

APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mr. Hopkins, requisitions were approved for payment October 12, 2015 (items 3767-3769, totaling \$86,748.03). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Walker, Barefoot, Kennon, Lockard, Veshosky (9)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting to discuss several items including the high service pump, 2016 budgets and the right to know policy.

Budget and Finance –

No Report

At this time Mr. Barefoot discussed the following reports: Funds on Deposit September, 2015; Cash Flow Forecast 2015; and Income Statement – Budget Comparison for August 2015.

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.

Ad-Hoc Committee- By Laws-

No Report.

REPORT OF SOLICITOR

Mr. Walters stated the matter involving the Hutnik family in Palmer Township and the claim against the Authority has been filed. The matter has been turned over to our Insurance Carrier. He has reviewed the documentation and the answer will be filed by the Insurance Carrier on behalf of the Authority within the next two weeks.

NEW BUSINESS

On a motion from Mr. Walker, seconded by Mr. Hopkins the Board approved the expenditure in the amount of \$3525.00 for the bid from Gilmore & Associates for survey work in Lower Nazareth Township for the Louise Moore Park Pump Station Project pending Solicitor review.

Motion adopted by the following vote:

Yeas: Veresink, Veshosky, Lockard, Hopkins, Barefoot, Walker, Kennon, Colton, Cain (Chairman) (9)

Nays: None

ADJOURNMENT

On a motion from Mr. Colton, seconded by Mr. Veresink, the meeting was adjourned at 4:08 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Veshosky, Lockard, Hopkins, Barefoot, Walker, Kennon, Colton, Cain (Chairman) (9)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary