MINUTES OF
EASTON SUBURBAN WATER AUTHORITY
NORTHAMPTON COUNTY, PENNSYLVANIA

Easton, PA
Monday
June 8, 2026
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)
Tom Rosenbauer (Virtual)
BJ Metz (Present)
Joe Mauro (Present)
Wayne Barefoot (Present)
Mike McGuire (Virtual)
Dave Hopkins (Virtual)

Absent: Rosie Bukics

Also in attendance were Craig Swinsburg, Executive Director; Timothy Ryan, Technology Director; Stephanie Kinsell , Financial Director: Thomas Walters, Solicitor: Kyra Boston, 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. Veresink, seconded by Mr. Mauro, the minutes of the May 11, 2026, meeting was approved. No public comment was received.

Motion adopted by the following vote:
Yeas: Veresink, Walker, Rosenbauer, Metz, Mauro, Hopkins, Barefoot, McGuire, (8)

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 Installations: 1
  - 1- 1" 1213 Butler St (Easton)
- Service Repairs: 1
  - 1- ¾" 312 Spring Garden Street (Easton, Copper, Contractor)
- Service Replacements: 8
  - 1 – 1" 50 South 2nd Street (Easton, Lead)
  - 1 – ¾" 690 Wolf Avenue (Easton, Lead)
  - 1 – ¾" 696 Wolf Avenue (Easton, Lead)
  - 1 – ¾" 230 4th Street (West Easton, Lead)
  - 1 – ¾' 200 6th Street (West Easton, Lead)
  - 1 – ¾" 202 6th Street (West Easton, Lead)
  - 1 – ¾" 228 6th Street (West Easton, Lead)
  - 1- ¾" 230 6th Street (West Easton, Lead)
- Main Breaks: 1
  - 6" –3344 Allen Street (Palmer, Radial)
- Fire Hydrant Replacements- 2
  - Jones Boulevard & Oakwood Street (Palmer, Darling)
  - Broad Street & Spring Garden Street (Palmer, Darling)
- Morgan Hill High Service Valve Repairs: 15
  - 6 – 12"
  - 2 – 8"
  - 3 – 6"
  - 4 – 4"

- System Flushing
  - Flushing in Knox Avenue System (forks, Palmer, Bethlehem)
  - Water Used:
    - May: 7,929,312 Gallons
    - Year to Date: 10,198,098 Gallons
  - North High System (Forks) Next prior to Paxinosa Tank Painting

- New Meter Installation – 10
    - 4 – 5/8” COE
    - 5 – 5/8” ESWA
    - 1 – 2” COE

- Meter Changes – 145
    - 42- 5/8” - COE
    - 96– 5/8” ESWA
    - 1 – 1” ESWA
    - 1 – 1-1/2” COE
    - 2 – 1-1/2” ESWA
    - 3 -2” ESWA

- MTU’s - 34
    - 11 - COE
    - 23– ESWA

Customer Service Monthly Information

Billing Summary

- **Bill Date: 5/15 & 5/29 Due: 06/20/2026**
    - Meters Read and Billed = 10,288
    - Amount billed = $1,345,818

Disconnections Summary: (Non-Payment):

- Customers past due from: 4/20/26

48 hr termination calls: 302

Landlord Letters (30 Days): 38

Tenant Doorhangers (30 Days): 0

48 hr door hangers (No phone numbers): 33

Actual terminations: 26

ESW = 10

COE = 16

- Turn Off for Non-Payment of Water- 26

- Turn Off for Non-Payment of Sewer – 0

Authority Projects

- Lower Nazareth Pump Station
    - ESWA & GFT held meeting on 5/27 to review sequence and schedule.

- Bushkill Creek Crossing / Tatamy Road Water Main
    - Highway Occupancy Permit received.
    - Revised Palmer Township Easement approved and signed on 6/1/26.
    - ESWA to sign and have easements recorded.
    - Bid Advertisement to be placed in next week.

- Water Treatment Plant Filter Media Replacement
    - Contractor began mobilization on 6/1/26.
    - Filter 1 GAC was removed the week of 6/1/26.
    - New GAC to be installed the week of 6/8/26.

- Paxinosa Tank Recoating
    - Blast and recoating of interior and exterior of tank.
    - Project also includes the replacement of the vent on the 15th Street Tank.
    - Requesting authorization to bid today.
    - Painting intended to occur in Fall 2026, with tank being placed back into service prior to winter.

- Route 191 Water Main Relocation/ Replacement
    - Lower Nazareth Township Roadway Improvement Project.
    - Intersection of Route 191 and Butztown Road.
    - Conflicts with existing 12” AC Water Main, Pole Relocations and New Storm Sewer.
    - ESWA will relocate a portion of the 12” AC Main with 12” DIP.
    - Lower Nazareth will handle restoration.

ADMINISTRATION

- Emergency Response Plan
    - Review Meeting held 6/3/26.
    - ESWA reviewing draft.
    - Certification deadline of 6/30/26.

- Interconnections
    - Water Quality Committee

APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mr. Mauro, requisitions were approved for payment June 8, 2026 (items 4486-4490, totaling $224,098.17). No public comment was received.

Motion adopted by the following vote:
Yeas: Veresink, Walker, Barefoot, Rosenbauer, Metz, McGuire, Hopkins, Mauro (8)

Nays: None

REPORT OF COMMITTEES

Executive Committee –
Mr. Walker, Chairperson, stated that the Executive Committee met last week and reviewed the agenda, action items and project updates.

Budget and Finance –
Mr. Rosenbauer stated that they received a draft of the Audit report, and they will meet with auditors 6/29/26.

At this time, Stephanie Kinsell, discussed the following reports: Funds on Deposit April 2026; Cash Flow Forecast 2026; and Income Statement – Budget Comparison for March 2026.

Personnel, Wage & Benefit Committee –
No Report

Capital Improvement & Planning Committee-
No Report

Water Quality Committee-
Meeting 6/11/26

Public Relations & Communications Committee-
No Report

REPORT OF SOLICITOR

No Report

NEW BUSINESS

On a motion from Mr. Barefoot, seconded by Mr. Mauro, the Board passed a resolution authorizing to advertise for bids for The Paxinosa Reservoir Tank Recoating and 15th Street Tank Vent Replacement Project.

Motion adopted by the following vote:
Yeas: Veresink, Walker, Rosenbauer, Metz, Mauro, Hopkins, Barefoot, McGuire, (8)

Nays: None

ADJOURNMENT

On a motion from Mr. Veresink, seconded by Mr. Mauro, the meeting was adjourned at 3:37 PM.

Motion adopted by the following vote:
Yeas: Walker, Veresink, Rosenbauer, Metz, Hopkins, Mauro, Barefoot, McGuire (8)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary