

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD**

December 21, 2020

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 6:00 pm on Monday, December 21, 2020. Due to the Covid-19 pandemic, the meeting was held via Zoom video conference, and telephone option. Each attendee could hear each other attendee, and be heard by each other attendee.

- ❖ The meeting was called to order by Chairman, Robert Lammi, who ordered the roll to be called at 6:04 p.m. Board Members in attendance via Zoom video conference or telephone option.

#	Member	Municipality	Term Expires	Present	Absent	Time entered
1	Robert Blanchfield	Palmer Township	12/31/2020	X		*
2	Dave Hopkins Vice-Chairman	City of Easton	12/31/2022	X		*
3	Paul James	West Easton Borough	12/31/2024	X		*
4	Robert Lammi Chairman	Palmer Township	12/31/2024	X		*
5	Joseph Mauro	City of Easton	12/31/2020	X		*
6	James McGowan Treasurer	Wilson Borough	12/31/2024	X		*
7	Charles Peterson	City of Easton	12/31/2023	X		*
8	Steven Riegel	Tatamy Borough	12/31/2024	X		*
9	John Van Arman	City of Easton	12/31/2024	X		*
10	Tim Weis	Forks Township	12/31/2024		X	*
11	Robert Werner	City of Easton	12/31/2020	X		6:54 PM

* Beginning of meeting

** adjournment of meeting

❖ **The following personnel were in attendance via Zoom:**

Mr. Michael Gaul (Solicitor), Kevin Reid (Bond Counsel from KingSpry), Mr. Jeff Morgan, (SC Engineers), Ms. Alex Hoffman, (IPP Manager/Assistant Operations Manager of WWTP), Mr. John Schimmel, (Accountant), and Mr. Chuck Wilson, (Operations Manager of WWTP).

A motion by Mr. McGowan, seconded by Mr. Riegel to approve the minutes of the November 16, 2020 regular meeting, was passed by a

voice vote (9-0). **Motion Carried.** Mr. Werner was not in attendance at the time of the vote.

❖ **Courtesy of the floor:** None

SOLICITOR'S REPORT

Attorney Reid, Chairman of the Public Finance Group at King Spry, presented to the Board background on the general bond finance process, and how the process would work in regards to the Authority's upcoming bond issue. Mr. Reid provided a summary of the required bond resolution, and the timeline for the financing.

Attorney Reid described the financing as a two-step process: authorization and closing. Attorney Gaul added that, in recent years, a third step has been added: sale of the bonds. Authorization of a bond issuance, and the actual bond sale, use to occur on the same day. The practice more recently is to have preliminary authorization, with the actual sale occurring later.

The Bond Resolution on the agenda for the tonight's meeting will be tabled till the January meeting.

ACCOUNTANT'S REPORT

Mr. Schimmel reported that the clearing fund for Fulton Financial has a negative balance due to the bounced check from Weyerbacher. Mr. Schimmel reported that he is working with representatives from Fulton Financial to resolve this matter.

A motion by Mr. McGowan, seconded by Mr. James for approval of the December 2020 bills, all in favor by voice vote, (9-0). Mr. Werner was not in attendance at the time of the vote. **Motion Carried 2020-12-21 A**

ENGINEERING COMMITTEE REPORT

Mr. Morgan had the following items for board approval;

❖ **ITEM 12-01-2020 Approval of Price Quote to Purchase Spare Scum Pump for WWTP**

Mr. Morgan reported that the price quote for approval is for a Primary Sludge Pump at the wastewater plant. The replacement is needed because the damaged pump is leaking sludge into the pump's gearbox.

A motion by Mr. Hopkins, seconded by Mr. Van Arman for approval of the price quote to purchase a spare scum pump in the amount of \$15,094.00, all in favor by voice vote, (9-0). Mr. Werner was not in attendance at the time of the vote.
Motion Carried 2020-12-21 B

❖ **ITEM 12-02-2020 WWTP Disk Filter System Project Approval to Advertise**

Mr. Morgan reported that the second item for approval is approval to advertise for the WWTP Disk Filter system project for bid. The remainder of the RBC demolition has been added into this project, to prepare for the future administration building project. The building will be larger than originally expected due to the monorail system to assist in moving the filters for maintenance. The building is going to be about a 33 by 60 feet, split faced block building, with a flat roof. It is about 25 ft tall to accommodate the monorail system.

A motion by Mr. Werner, seconded by Mr. Hopkins for approval to advertise for the WWTP Disk Filter System Project with an estimated cost of \$3,300,000, all in favor by voice vote, (9-0). Mr. Werner was not in attendance at the time of the vote.

Motion Carried 2020-12-21 C

PRETREATMENT COMMITTEE REPORT

Ms. Hoffman reported that she is working on finalizing documentation for 2020 and preparing new documents for 2021. Straight Arrow will be issued their categorical permit December 28, 2020.

Mr. Morgan reported that the EAJSA sent out requests for all the municipalities to update their ordinances with the new local limits and will be following up in January with all the municipalities. The Authority must obtain copies of these ordinances, which will then be sent to the EPA.

Mr. Gaul stated that Forks Township has completed the adoption, as well as, Bethlehem Township.

FINANCE COMMITTEE REPORT

Mr. Schimmel reported on behalf of the Finance Committee that the budget has been finalized and submitted.

AD HOC DOCUMENT REVIEW COMMITTEE REPORT

The Ad Hoc Committee had nothing to report at this time.

OPERATIONS REPORT

Mr. Wilson reported that the plant is running well; a couple of storms at the end of the month had a great deal of rainfall. This caused a TSS spike of about 17-18 mg/L. The solids normal range is about 6-8 mg/L and full nitrification. The spike in Chlorine on the graph in the packet was due to a utility water line break in November, which caused a spike in the Chlorine feed system.

❖ **New Business:** None

❖ **Old Business:** None

❖ **Unfinished Business:** None

❖ **Executive Session:**

The Board went into Executive Session to discuss legal matters with the solicitor on a motion by Mr. Riegel and seconded by Mr. James at 6:59 pm. All in favor. Motion Carried.

❖ **Return to Public Session:**

The Board returned to regular session at 7:19 pm.

The meeting was adjourned on a motion by Mr. McGowan and seconded by Mr. James at 7:20 pm.

Respectfully submitted,
Alexandria Hoffman-EAJSA Corresponding Secretary/IPP Manager