

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

April 19, 2021

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 6:00 p.m. on Monday, April 19, 2021. Due to the Covid-19 pandemic, the meeting was held via Zoom video conference, and telephone option. The meeting was open to the public. Each attendee of the meeting 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 6:02 p.m. Board Members were in attendance via Zoom video conference or telephone option.

#	Member	Municipality	Term Expires	Present	Absent	Time entered
1	Robert Blanchfield	Palmer Township	12/31/2025	X		*
2	Luis Campos	City of Easton	12/31/2025		X	*
3	Dave Hopkins Vice-Chairman	City of Easton	12/31/2022	X		*
4	Paul James	West Easton Borough	12/31/2024	X		*
5	Robert Lammi Chairman	Palmer Township	12/31/2024	X		*
6	Joseph Mauro	City of Easton	12/31/2025	X		*
7	James McGowan Treasurer	Wilson Borough	12/31/2024	X		*
8	Charles Peterson	City of Easton	12/31/2023	X		6:12 PM
9	Steven Riegel	Tatamy Borough	12/31/2024	X		*
10	John Van Arman	City of Easton	12/31/2024	X		*
11	Tim Weis	Forks Township	12/31/2024	X		*
12	Robert Werner	City of Easton	12/31/2025	X		*

* Beginning of meeting

** adjournment of meeting

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

Mr. Michael Gaul (Solicitor), 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).

❖ **Minutes Approval:**

A motion by Mr. McGowan, seconded by Mr. Mauro to approve the minutes of the March 15, 2021 regular meeting was passed by a voice vote (10-0). Mr. Peterson was not in attendance at the time of the vote. **Motion Carried.**

❖ **Courtesy of the floor:**

Mr. Hopkins and Ms. Hoffman confirmed that the Authority had not received any correspondence through phone, email, or mail for public comment at the meeting.

SOLICITOR'S REPORT

Attorney Gaul, EAJSA Solicitor, reported that the addendum to the 1988 Sewage Treatment Service Agreement has been approved by all the municipalities, except Tatamy Borough, which had not taken action on the matter yet. Attorney Gaul noted that all the municipalities have done an excellent job at getting this addendum processed and approved.

Mr. Riegel stated that Tatamy is voting on the agreement at tonight's meeting.

Attorney Gaul reported on the NRG Memorandum that was distributed to the Board Members. No action is necessary at this time because the Authority cannot participate in this year's program. The group will discuss this program in the fall, for potential involvement for next year.

Attorney Gaul stated that the Document Review Committee's proposed amended and restated bylaws will be discussed in Executive Session.

ACCOUNTANT'S REPORT

Mr. Schimmel reported that he spoke with the Auditor about collecting the records needed for the audit.

A motion was made by Mr. McGowan, seconded by Mr. Mauro, to approve the April 2021 bills, and passed by a voice vote (10-0). Mr. Peterson was not in attendance at the time of the vote.

Motion Carried 2021-04-19 A

ENGINEERING COMMITTEE REPORT

Mr. Hopkins had nothing to report on behalf of the Engineering Committee.

Mr. Morgan has a few updates to report to the Board. There was a pre-construction meeting for the disk filter project, the contractors are working on their shop drawing submittals. City of Easton permits for the project are going to be pick-up this week. H&K is going to start demolition of the RBC tanks on April 26, 2021.

Mr. Morgan stated that an update on the mechanical bar screen replacement project is BCM submitted a draft set of plans. They will be revised and brought to the Engineering Committee and the Authority for advertisement of the project on May 18, 2021. Bids will be received in June and hopefully approved in July.

The FOG Combined Heat and Power Project is a large project and is completed in a different manner, fifty percent complete design and specifications were submitted and revised. Hazen and Easton staff had virtual and field meetings. The DEP Permit assistant tool document was completed for potential permits.

The Second Street Force Main replacement project Geotechnical work has begun. Mr. Morgan and Mr. Hopkins have been working together to determine exact locations for the borings and what properties the borings will fall on.

Mr. Morgan updated the Board about the stormwater issues at the Cedar Park Property in William Township. The Williams Township Engineer and the conservation district were out with representatives from Cedar Park to discuss the basins and getting them from a construction state to a permanent basin state. A follow-up meeting will occur to discuss another basin that Mr. Morgan believes is a significant source of the debris.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro had nothing to report on behalf of the IPP Committee.

Ms. Hoffman reported that the EPA audit was very successful. Official response will be received mid-May, but EAJSA IPP received positive feedback from the EPA. Ms. Hoffman stated that Bakerly continues to have pH issued and will be issued another NOV. M.J. Reider IPP contracts are up for renewal for another three-year period. M.J Reider has agreed to keep pricing the same for the next three years.

Mr. Gaul stated that he will review the contracts and they will be up for Board approval at the June 2021 Board Meeting.

FINANCE COMMITTEE REPORT

Mr. McGowan and Mr. Schimmel had nothing to report.

AD HOC DOCUMENT REVIEW COMMITTEE REPORT

The AD HOC Committee reported that the bylaws will be addressed in Executive Session.

OPERATIONS REPORT

Mr. Wilson reported that operations at the WWTP are running smoothly, but there is a little foam in the ditches. Defoamer was purchased to assist in getting rid of the foam. Mr. Wilson stated that Optimum Controls had two drives go bad at South Delaware Pump Station and they have not been very responsive; they are stating the problem has been the supplier. We are still down two pumps at the South Delaware Station.

Mr. Hopkins stated that the Recording Secretary Ms. Reed has since moved on to another position and Ms. Frye the Assistant Laboratory Supervisor will be leaving to peruse a career in law.

- ❖ **Old Business**: None
- ❖ **Unfinished Business**: Mr. Riegle reported that, during the meeting, he received notice that Tatamy Borough has approved the Addendum to the 1988 Sewage Treatment Service Agreement.
- ❖ **New Business**: Mr. Lammi discussed the usage of the Microsoft shared folders.

A motion was made by Mr. Lammi, seconded by Mr. James, to enter Executive Session to discuss legal matters with the Solicitor at 6:44 PM. The motion passed by a voice vote (11-0).

Motion Carried 2021-04-19 B

A motion was made by Mr. Hopkins, seconded by Mr. James, to exit Executive Session and return to the regular meeting at 7:24 PM. The motion passed by a voice vote (11-0).

Motion Carried 2021-04-19 C

The draft Amended and Restated Authority Bylaws will be on the agenda to be voted on at the May 2021 Board Meeting.

The meeting was adjourned on a motion by Mr. McGowan and seconded by Mr. James at 7:25 p.m.

Respectfully submitted,
Alexandria Hoffman, EAJSA Recording Secretary