

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

**May 18, 2020**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority was held at 6:00 pm via Zoom video conference on Monday, May 18, 2020.
- ❖ The meeting was called to order by Chairman, Richard Marzuoli, who ordered the roll to be called at 6:08 p.m. Members in attendance via Zoom video conference.

#	Member	Municipality	Term Expires	Present	Absent	Time entered
1	Robert Blanchfield	Palmer Township	12/31/2020	<b>X</b>		*
2	Tim Weis	Forks Township	12/31/2019	<b>X</b>		*
3	John Van Arman	City of Easton	12/31/2024		<b>X</b>	*
4	Dave Hopkins	City of Easton	12/31/2022	<b>X</b>		*
5	Paul James	West Easton Borough	12/31/2024	<b>X</b>		*
6	Robert Lammi Vice-Chairman	Palmer Township	12/31/2024	<b>X</b>		*
7	Richard Marzuoli Chairman	City of Easton	12/31/2020	<b>X</b>		*
8	Joseph Mauro	City of Easton	12/31/2020	<b>X</b>		*
9	James McGowan Treasurer	Wilson Borough	12/31/2024	<b>X</b>		*
10	Charles Peterson	City of Easton	12/31/2023	<b>X</b>		*
11	Steven Riegel	Tatamy Borough	12/31/2024	<b>X</b>		*
12	Robert Werner	City of Easton	12/31/2020	<b>X</b>		*

\* Beginning of meeting

\*\* adjournment of meeting

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

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. James, seconded by Mr. Riegel to approve the minutes of the April 20, 2020 regular meeting, was passed by a voice vote (11-0).

**Motion Carried**

❖ **Courtesy of the floor:** None

## ***SOLICITOR'S REPORT***

Mr. McFall was not in attendance for the May 18, 2020 meeting.

## ***ACCOUNTANT'S REPORT***

Mr. Schimmel stated that there is one additional bill to be approved with the May meeting bills. This bill is for Mr. McFall's services in the amount of \$1,267.50.

A motion by Mr. Hopkins, seconded by Mr. Weis for approval of the May 2020 bills, all in favor by voice vote, (11-0).

**Motion Carried 2020-05-18 A**

## ***ENGINEER'S REPORT***

Mr. Morgan had the following items for board approval;

### **❖ ITEM 05-01-2020 Updated High Strength Waste Surcharge Formula**

Mr. Morgan reported that the surcharge formula has been updated using the audited figures from 2018, as well as, plant loadings from 2018. The surcharge formula update has been discussed at both the Engineering Committee meeting and the IPP Committee meeting.

A motion by Mr. Weis, seconded by Mr. Peterson for approval of the updated high strength waste surcharge formula, all in favor by voice vote. (11-0).

**Motion Carried 2020-05-18 B**

### **❖ ITEM 05-01-2020 Proposal from BSI for SCADA System Hardware Upgrades at WWTP**

Mr. Morgan reported that the EAJSA SCADA system has 10 Mbps Ethernet switches which are located at 9 different locations. When switches fail, switches are currently being purchased after-market. All switches must be replaced at the same time from the 10 Mbps to 100 Mbps. The Engineering Committee has discussed and reviewed the BSI proposal. The Engineering Committee recommends the Authority approve the quote from BSI in the amount of \$19,000.00 to replace all existing 10 Mbps switches.

A motion by Mr. Mauro, seconded by Mr. James for approval of the BSI price quotation for SCADA system hardware upgrades at the WWTP in the amount of \$19,000.00, all in favor by voice vote. (11-0).

**Motion Carried 2020-05-18 C**

Mr. Morgan had the following updates to provide to the Board;

Mr. Morgan stated that the study of the headworks and rag removal will be discussed at the June Engineering Committee Meeting and Board Meeting. Updates for the Second Street Pump Station and force main study will also be discussed at the June meeting, as well as, the Disk Filter Project. Mr. Morgan stated that DEP has responded to the construction permit regarding the Disk Filter and he will be working with BCM to send a response to their questions.

### **OPERATIONS REPORT**

Mr. Wilson reported that the plant flow has been consistently around 5 MGD, this could be because of the shift in residents being home and some industries being closed. No major rain event has occurred to increase the flow. Mr. Wilson reported that rags and disposable wipes continue to be a problem and clogs have occurred at both the Bushkill Station and Second Street because of them.

### **PRETREATMENT REPORT**

Ms. Hoffman reported that a few industries in the program remain closed. Those industries are Career Institute of Technology, Two Rivers, Crayola TDC, and Rulter Screen Printing. Fanatics has switched their operations to making masks and gowns for the hospitals and are currently not screen printing. Screen printing is Fanatics biggest wastewater generator and because this isn't occurring, they most likely will not be sampled this quarter.

#### **❖ New Business:**

Mr. Lammi, on behalf of the Solicitor Search Committee, present the results of the committee's deliberations on reviewing the law firm proposals for the solicitor position. Six requests for proposals (RFP) were sent to Lehigh Valley wide law firms and we received two submittals from the law firms Norris McLaughlin and King Spry. Both proposals were very complete in answering the question in our RFP. After reviewing the proposals and discussing the pros and cons of each firm the committee unanimously agreed to recommend King Spry to the Authority Board.

A motion by Mr. Lammi, seconded by Mr. Blanchfield for approval of King Spry as the Authorities Solicitor, all in favor by voice vote. (11-0).

**Motion Carried 2020-05-18 D**

Mr. Morgan stated that the Authority purchased a new pick-up truck to replace truck #204 that will not pass inspection. The City will auction off the truck that will not pass inspection. The City garage doesn't suggest investing into fixing it. Once auctioned, the proceeds will be forwarded to the Authority from the City.

A motion by Mr. Hopkins, seconded by Mr. Blanchfield for approval for the City to auction off truck #204 and transfer the proceeds to the Authority, all in favor by voice vote. (11-0).

**Motion Carried 2020-05-18 E**

❖ **Unfinished Business**: None

❖ **Old Business**: None

❖ The meeting adjourned at 6:42 pm.

Respectfully submitted,

Alexandria Hoffman-EAJSA Corresponding Secretary/IPP Manager