

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

July 19, 2021

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 6:00 p.m. on Monday, July 19, 2021, at the Palmer Library, 1 Weller Place, Easton, Pennsylvania 18045. The meeting was open to the public.
- ❖ The meeting was called to order by Chairman, Robert Lammi, who ordered the roll to be called at 5:50 p.m. The following Board Members were in attendance in-person, or via telephone.

#	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		*
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

Board members attending via telephone could hear each other meeting attendee and be heard by each other attendee. Attending by telephone were Charles Peterson and Robert Werner.

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

Mr. Michael Gaul (Solicitor), Mr. Jeff Morgan (SC Engineers), Mr. John Schimmel (Accountant), Mr. Chuck Wilson (Operations Manager of WWTP), and Mrs. Erin Meixelsperger (EAJSA Recording Secretary/Secretary of WWTP).

❖ **Minutes Approval:**

A motion by Mr. McGowan, seconded by Mr. Riegel to approve the minutes of the June 21, 2021, regular meeting was passed by a voice vote (12-0).

Motion Carried.

❖ **Courtesy of the floor: None**

Mr. Hopkins and Mrs. Meixelsperger confirmed that the Authority had not received any correspondence through phone, email, or mail for public comment at the meeting. No members of the public attended the meeting.

SOLICITOR'S REPORT

Attorney Gaul, EAJSA Solicitor, stated that he had nothing to report for this meeting.

ACCOUNTANT'S REPORT

In presenting his report on the Authority bills to be paid, Mr. Schimmel, EAJSA Accountant, explained that he was requesting approval for payment in full for the Nationwide invoice, which changed the itemized bill from \$2,116.60 to \$10,553.00 in regard to that bill.

A motion was made by Mr. McGowan, seconded by Mr. Hopkins, to approve the July 2021 bills in the amount of \$271,377.48, and passed by a voice vote (12-0).

Motion Carried 2021-07-19 E

ENGINEERING COMMITTEE REPORT

Mr. Hopkins reported on behalf of the Engineering Committee. He stated that there is nothing new.

The Disk Filter project is moving along slowly.

The draft City of Easton contract with M.J. Reider is being revised in order to have the City's and Authority's contracts run concurrently. He will be addressing that matter with the City Solicitor's office.

❖ **ITEM 07-01-2021 Approval to Issue Notice of Intent to Award Contracts - Influent Screen Replacement Project**

Mr. Morgan reported that bids were received on June 18 for the Bar Screen Replacement Project. He reviewed them with the Engineering Committee. Eight (8) Structural/Mechanical bids and six (6) Electrical bids were received. The lowest structural/mechanical bidder was Derstine Company, LLC, whose bid was in the amount of \$771,180.00. The lowest electrical bidder was BSI Electrical Contractors, whose bid was in the amount of \$114,946.00. [Tabulations of the bid results are included at end of these minutes for convenience of reference]. Mr. Morgan reviewed the bidding documents with Attorney Gaul, EAJSA Solicitor. Derstine should provide financial statements, satisfactory to the Authority Engineer, with its contract documents. In its bid, Derstine indicated that it would provide such documentation if determined to be the apparent low bidder. BSI documentation was supplied in full.

A motion was made by Mr. Hopkins, seconded by Mr. Campos, to approve ITEM 07-01-2021, issuing notice of intent to award the structural/mechanical contract to Derstine Company, LLC, in the amount of \$771,180.00 for the Bar Screen Replacement Project, contingent on Derstine Company, LLC, providing financial statements, satisfactory to the Authority Engineer, with its contract documents, passed by a voice vote (12-0).

Motion Carried 2021-07-19 A

A motion was made by Mr. Hopkins, seconded by Mr. Blanchfield, to approve ITEM 07-01-2021, issuing notice of intent to award the electrical contract to BSI Electrical Contractors, in the amount of \$114,946.00 for the Bar Screen Replacement Project, passed by a voice vote (12-0).

Motion Carried 2021-07-19 B

❖ **ITEM 07-02-2021, Approval for Budget Increase - BCM Engineers for the Construction Phase of Influent Screen Replacement Project**

Mr. Morgan recommended that the Board approve a \$39,000 increase to the budget for services of BCM Engineers, who did the design and construction phases for the Bar Screen Replacement Project. During construction phase, reviewing the scope of work determined additional improvements thereby creating the proposal to increase the budget.

A motion was made by Mr. James, seconded by Mr. Weis, to approve ITEM 07-02-2021, issuing a budget increase in the amount of a \$39,000 for BCM Engineers' service in connection with the construction phase of the Bar Screen Replacement Project, passed by a voice vote (12-0).

Motion Carried 2021-07-19 C

❖ **ITEM 07-03-2021, Approval to Advertisement - Hauling and Disposal Bids for WWTP Sludge, Grit and Rags**

Mr. Morgan requested approval to advertise bid specifications for the City's sludge, grit and rag hauling and disposal contracts. The current contracts have been in place for the past seven (7) years and expire this year. Advertising will be for the beginning of August through end of August.

A motion was made by Mr. McGowan, seconded by Mr. Riegel, to approve ITEM 07-03-2021, authorizing the advertisement for bids on the City's hauling and disposal of WWTP sludge, grit, and rags contracts, passed by a voice vote (12-0).

Motion Carried 2021-07-19 D

Mr. Morgan updated the Board regarding the Disk Filter project, including his expectations of when concrete slab, rebar, and walls will be constructed or installed. He expects to see more progress on the building in the next month according to updated schedule.

Mr. Morgan stated the boring work for the Force Main Replacement project was scheduled to start last Monday, July 12, but was delayed due to weather. He expects it to start mid-week, with two (2) borings on riverbank sides and two (2) in the water.

Mr. Morgan updated the Board on the FOG combined Heat and Power project. An Air Permit Application has been submitted for the project. He has a meeting on Wednesday, July 21 via Zoom to go over the water quality and management permit application with Hazen. The design is 90% complete. Once permits are received, the Authority will be ready to go out to bid.

PRETREATMENT COMMITTEE REPORT

Mr. Wilson stated the PIX Roundtable is available for viewing online at lvpix.org.

Mr. Lammi stated there are a number of municipalities that have not submitted the to the Authority their revised local limit ordinances. He is requesting check-ins with following municipalities to get these updated: Tatamy Borough, Wilson Borough, Lower Nazareth, Glendon, and Williams (Stockertown because they adopted the rules and regulations). West Easton's Ordinance needs edits, as does the City of Easton's.

FINANCE COMMITTEE REPORT

Mr. Schimmel stated Palmer and Company has completed the audit, and by next meeting the audit report will be available. They will then begin working on next year's budgeting.

Mr. Morgan stated he has updated Water Use Reports. At the next Board meeting, a summary table will be provided, which can be used for 2022 budgeting. Mr. Morgan recommended that the Board keep in mind that COVID-19 may have influenced this year's numbers. As a result, the Board may want to consider other recent prior years as well in planning for 2022.

AD HOC DOCUMENT REVIEW COMMITTEE REPORT

The AD HOC Committee had nothing to report.

Mr. Lammi would like to have a team created this fall for going through the insurance coverage. Attorney Gaul states he has some insurance documentation that was provided by Mr. Morgan and/or Mr. Hopkins. He will go over it first, and then the group can discuss the topic thereafter.

OPERATIONS REPORT

Mr. Wilson reported that operations at the WWTP are running well.

Mr. Wilson reported on the South Delaware Pump Station Drive repairs, optimum control did not work again after attempted repair, ordered a second temporary VFD from DSI. All six (6) pumps are operational but need to keep in mind the issues in pumps one to four (1-4) have not appeared in five (5) or six (6). Pumps one (1) and two (2) have been repaired and are operational. Pumps three (3) and four (4) have the temporary VFDs and are operating. And pumps five (5) and six (6) have original equipment but are operating at this time.

SOLICITORS REPORT CONTINUED

- ❖ **Old Business**: None
- ❖ **Unfinished Business**: None
- ❖ **New Business**: None

The meeting was adjourned on a motion by Mr. James and seconded by Mr. McGowan at 6:33 p.m. and approved by consensus.

Respectfully submitted,

Erin Meixelsperger, EAJSA Recording Secretary