MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
October 19, 2026, Meeting

- The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 5:00 p.m. on Monday, October 19, 2026, at the EAJSA Administration Building, 50-A South Delaware Drive, Easton, Pennsylvania 18042, with Zoom Meeting option. The meeting was open to the public.

- The meeting was called to order by Chairman, Mr. Dave Hopkins. Mr. Hopkins ordered the roll to be called at 5:00 p.m. Board Members were present in-person and via video conference option. Board members present at the call to order were as follows:

#	Member	Municipality	Term Expires	Present	Absent	Time Entered
1	Robert Blanchfield Treasurer	Palmer Township	12/31/2030	X		*
2	Jeffrey Bracken	Wilson Borough	12/31/2029	X		*
3	Luis Campos	City of Easton	12/31/2030	X		*
4	Patrick Caubel	City of Easton	12/31/2028	X		*
4	James Frank	Forks Township	12/31/2029	X		*
5	David Hopkins Chairman	City of Easton	12/31/2028	X		*
6	Paul James Vice-Chairman	West Easton Borough	12/31/2029	X		*
7	Robert Lammi	Palmer Township	12/31/2029	X		*
8	Joseph Mauro Jr	City of Easton	12/31/2030	X		*
9	Stephen Riegel Secretary	Tatamy Borough	12/31/2029	X		*
11	Robert Werner	City of Easton	12/31/2030	X		*
12	VACANT	City of Easton	12/31/2029			

*Beginning of Meeting **Adjournment of Meeting

Board members attending via Zoom Meeting could hear each meeting attendee and be heard by each attendee.

- **The following personnel were in attendance:**
  Michael Gaul (King Spry law firm, Authority Solicitor), Jeff Morgan (SC Engineers, Authority Engineer), John Schimmel (Authority Accountant), Charles Wilson (City of Easton Operations Manager of WWTP), Alexandria Hoffman (City of Easton Assistant Operations Manager of WWTP, and Authority IPP Manager), Yuslendy Zorrilla (City of Easton Office Manager of WWTP, and Authority Administrative Assistant).

- **Agenda and any Amendment Approval:**
  A motion was made by Mr. Blanchfield and seconded by Mr. Lammi, to approve the posted agenda with two amendments. One, add Resolution to Authorize a Drawdown of 2025 Bond Funds, and two, Authority's Insurance Update. Both of these should be added under New Business. The reason for the amendments was expediency.
  Motion Carried (11-0).

- **Minutes Approval:**
  A motion was made by Mr. Werner and seconded by Mr. Riegel to approve the minutes of the Board's September 21, 2026, regular meeting, as presented. **Motion Carried (11-0).**

❖ **Courtesy of the floor**

Mr. Michael Miller, member of the public, was present via Zoom. Mr. Hopkins asked if anyone wanted to take the floor, no response was provided.

SOLICITOR'S REPORT

Attorney Gaul had no report. A discussion later on under New Business.

ACCOUNTANT'S REPORT

Mr. John Schimmel, EAJSA Accountant, stated he had nothing to report. A discussion under Finance Committee will be provided.

Mr. Mauro made a motion, seconded by Mr. Lammi, to approve October 19, 2026, bills for payment in the total amount of $ 1,942,387.16. **Motion Carried (11-0).**

Mr. James made a motion, seconded by Mr. Lammi, to approve the Bonds Fund Requisition 26-C2026-10 in the amount of $ 109,885.50 in accordance with the Authority Engineer's recommendation.
Motion Carried (11-0).

ENGINEERING COMMITTEE REPORT

Mr. Lammi stated the Engineering Committee met on October 6, 2026, and went through a number of updates and also had one item approved by the Committee.

Mr. Morgan confirmed this statement but stated this was going to be changed.

Mr. Morgan stated the Committee reviewed and approved a quote for replacement of one of the flow meters for the Second Street Pump Station. However, after further discussion regarding this flow meter after the meeting, it was decided to include this flow meter replacement work in the Sodium Hypochlorite Piping System and Misc. Upgrades Project.

Mr. Morgan stated BSI provided a quote for the meter, but it was decided to purchase the meter from a vendor who can also install it.

Mr. Hopkins stated that normally parts are installed by the same company who sells the parts.

Mr. Morgan stated he had couple of updates, no requests for approval.

Mr. Morgan stated there are six projects making their way to design, no major updates at this time.

Mr. Morgan stated continued work with ARRO on the construction phase of a project which involves cleaning and inspection of Digester No. 1, implementation of the Gas Handling System Study recommendations and miscellaneous tank, equipment, and ancillary building improvements. Inspected work completed by the general contractor, reviewed and approved an application for payment from the general contractor, followed up questions from the general and electrical contractors, and obtained updates to the schedule for this project.

Mr. Morgan stated continued work with Atlas on the design of plant hypochlorite piping repairs and building improvements.

Mr. Morgan stated continued work with Atlas on the close-out phase of the project to replace the 16-inch force main from the Second Street Pump Station which is located on the bed of the Lehigh River. Prepared the final compensating change order for this project, reviewed and approved the final application for payment from the general contractor and completed work on close-out documents. As a matter of information, this project has been completed.

Mr. Morgan stated, worked to answer questions from developer's engineers for proposed land development projects in Williams Township near the existing Turkey Hill, West Easton at 1550 Lehigh Drive and in Forks Township at 605 Kuebler Road (Hillwood).

Mr. Morgan stated, reviewed conveyance and treatment capacity request package for a proposed Townhouse development project located on Pastor Fred Davis Street in the City of Easton and prepared approval letter.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro had no report. Mr. Mauro gave the floor to Ms. Hoffman to provide the report.

Ms. Hoffman stated awaiting results from PFAS Sampling done back on September 23, 2026. Ms. Hoffman stated M.J. Reider is not accredited to run that analysis, so these were sent to be done by a third-party lab.

Ms. Hoffman stated hopefully next year 2027 M. J. Reider will be able to conduct this test, but it is not certain.

Ms. Hoffman stated some industries would have to be sampled again in November 2026 as per EPA criteria found in their permits.

Ms. Hoffman stated it would happen again next year for the 5 years as it is established for industries.

As per Mr. Lammi's statement on PFAS, Mr. Gaul reported on a recent court case where a challenge to the EPA's designation of PFAS as a hazardous substance under CERCLA was unsuccessful.

Ms. Hoffman stated that the sampling of industries is only for information at this point; if anyone has detectable results, it would be addressed then.

Ms. Hoffman stated that, based on current information, she expects that between 10-12 industries will be subject to PFAS testing or treatment requirements.

FINANCE COMMITTEE REPORT

Mr. Blanchfield stated checks for $1,942,387.16 were reviewed and signed.

Mr. Blanchfield stated Finance Committee met on October 6, 2026, Mr. Schimmel, Mr. Morgan, Mr. Wilson, and Ms. Hoffman were in attendance.

Mr. Blanchfield stated one of the main topics covered was 2027 Budget. Mr. Blanchfield stated the most outstanding information missing is revenues which are in process of obtaining. Additionally, Mr. Hottenstein will be providing information on Debt Service and loans information.

Mr. Blanchfield stated it is expected to come back in November 2026 to present the budget and obtain approval.

Mr. Blanchfield stated the draft 2025 Audit was also reviewed and certain items needed clarification and Mr. Morgan assisted with that.

Mr. Blanchfield stated that the final draft audit was received last week, Mr. Schimmel is satisfied with it and

ready to present it to the Board this evening.

Mr. Blanchfield stated the final audit will allow rebate distribution to Municipalities.

Mr. Blanchfield stated the draft Representation letter will need to be altered to include a notation that the Authority's revenues are pledged as collateral under the Authority's Trust Indenture. The addition of the notation will not change the results of the audit. Mr. Hopkins will sign the letter at a later time after the Auditor has made the change.

Mr. Blanchfield stated the Audit has the correct information; it is just not in the Representation letter.

Mr. Schimmel stated the revenues were over expenditure for 2025 $1,433,113.00 dollars meaning most municipalities will be getting a rebate. Mr. Schimmel stated unfortunately West Easton Borough is running a little behind.

Mr. Schimmel stated Palmer Township will be getting the largest rebate; the other municipalities will receive a small refund.

Mr. Morgan clarified to Mr. James, West Easton's Board appointee, that the 2025 budget was prepared utilize the 2023 flow data, his 2023 flow data is roughly 40 million gallons for the year, the actual flow 2025 was 51 million gallons, his capital portion is based on the capacity but his municipality paid 40 million gallons but used 51 million gallons, which is the reason this municipality have a balance.

Mr. Morgan also stated that it is the same reason Palmer Township was off.

Mr. Schimmel stated he would get this rebate information to all municipalities.

Mr. Schimmel stated he already started the proposed 2027 budget utilizing flow data supplied by Mr. Morgan.

Mr. Blanchfield stated the audit was in the Board packet. Mr. Blanchfield directed members' attention to pages 37 and 38 from the Auditor.

Mr. Gaul stated that the motion to approve the draft 2025 Audit should include the correction in the Representation Letter that shows the Authority's revenues are pledged as collateral, and the jet vac truck is subject to a financing lien.

A Motion was made by Mr. Blanchfield and Seconded by Mr. Lammi to Approve the 2025 Draft Audit, with a change to the Representation letter, as discussed.
Motion Carried (11-0).

Mr. Gaul stated the audit needed to be filed with DCED, filed with EMMA, sent out to member municipalities, and advertised one time.

A Motion was made by Mr. James and seconded by Mr. Riegel to Approve the Advertising of the Concise Financial Statement. **Motion Carried (11-0).**

Mr. Blanchfield provided Embassy Bank update.

Mr. Blanchfield stated that after the Finance Committee discussion, it has been decided to move on with transferring the Authority's operating account from Fulton Bank to Embassy Bank.

Mr. Gaul stated a resolution is required, but first the Authority has to decide on the type of account to be opened.

Mr. Gaul stated that Embassy Bank had suggested the business free checking account, which is the same as the IPP account.

Mr. Gaul did clarify for this new account that all four Officers will be named as authorized signatories, but only two will be needed to approve any one transaction. In contrast, the IPP account has only two authorized signatories.

Prior to the meeting, Ms. Hoffman and Ms. Zorrilla had gathered the necessary information/documentation Embassy Bank needed to prepare documentation to open the new account.

Ms. Hoffman stated all documents will be dropped off personally at an Embassy Bank branch.

Mr. Gaul reported that a court recently denied a challenge to the recoverable damage limits in certain lawsuits against the Commonwealth, which should be helpful in defending similar limits in cases against local agencies.

OPERATIONS REPORT

Mr. Wilson stated Digester 1 Project started as of today October 19, 2026.

Mr. Wilson stated a complete regulatory compliance CSO- 918,765 gallons.

Mr. Wilson stated in Operations- cleaned Magnesium Hydroxide Bulk tank #2, replaced centrifuge #2 drive, repaired secondary clarifiers scum collection arms, aligned beaches, and installed new rubber on arms.

Mr. Wilson stated on 9/24/26 BOD/cBOD results are average. Lab results not received at time of report.

ADDITIONAL REPORT

- **Old Business:** N/A

- **New Business:**

PROPOSED RESOLUTION 2026-10-19A, APPROVING AND AUTHORIZING THE CHANGE OF AN AUTHORIZED SIGNER FOR THE AUTHORITY'S IPP PROGRAM FINANCIAL ACCOUNT WITH EMBASSY BANK AND OTHER MISCELLANEOUS ITEMS.

Mr. Gaul presented proposed written Resolution 2026-10-19A, which approves the replacement of Mr. Lammi with Mr. Hopkins, as a signatory on the Authority's IPP account. A copy was also distributed to the Board prior to the meeting.

A Motion was made by Mr. Lammi and seconded by Mr. Mauro, to adopt proposed **RESOLUTION 2026-10-19A. Motion Carried (11-0).**

PROPOSED RESOLUTION #2026-10-19B, APPROVING AND AUTHORIZING A DRAWDOWN OF 2025 BOND FUNDS.

Mr. Gaul presented proposed written Resolution 2026-10-19B. The Resolution authorizes the drawdown of the remainder of the Authority's 2025 Bond proceeds. A copy was also distributed to the Board prior to the meeting. The Authority was required to draw down the remainder of its Bond proceeds no later than

October 22nd.

A Motion was made by Mr. Blanchfield and seconded by Mr. Riegel, to adopt proposed **RESOLUTION #2026-10-19B, APPROVING AND AUTHORIZING A DRAWDOWN OF 2025 BOND FUNDS. Motion Carried (11-0).**

Mr. Hopkins stated the City has moved from its Insurance Broker and may now have a new Broker of Record, Gallagher. Kressler Wolff & Miller sent over a renewal notice for the Authority's Environmental and Liability Insurance Policy.

Mr. Hopkins stated he has no preference generally in regard to Gallagher and KWM, he prefers that the City and the Authority have the same Broker.

Mr. Hopkins stated, if desired, he or the Broker can obtain some quotes for the Authority.

Mr. Hopkins stated that the Authority can renew it with KWM at the November/December meeting.

Mr. Lammi agreed to move forward and have the same Broker as the City.

Mr. Morgan stated as per his recollection in handling it in the past, suggested the Authority go over the insurance application because it is very lengthy.

Mr. Morgan offered to go over the application if the Authority wishes him to.

Mr. Gaul stated he recalled Broker Gallagher having requested that the Authority sign a letter of representation. Mr. Gaul asked Mr. Hopkins if he wanted him to review the proposed letter of representation. Mr. Hopkins replied, yes.

There was a brief discussion between Mr. Gaul, Mr. Morgan, and Mr. Campos about the scope of the letter of representation, and how it should be limited to environmental pollution insurance, and not the Authority's other insurance.

Mr. Lammi mentioned two Right To Know Request Letters he received.

Mr. Lammi stated that, after consulting with Mr. Gaul, he sent a letter requesting a 30-day extension because the nature of the request requires more time to respond.

Mr. Gaul provided information on these types of commercial Right To Know Requests.

❖ **<u>Unfinished Business</u>**: N/A

The meeting was adjourned by a motion made by Mr. Lammi and seconded by Mr. Blanchfield and unanimously carried, at 6:00 pm.

Respectfully submitted,

Yuslendy Zorrilla
EAJSA Board Recording Secretary