

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
August 15, 2022, Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 6:00 p.m. on Monday, August 15, 2022, at the Palmer Library, 1 Weller Place, Easton, Pennsylvania 18045, with Zoom Meeting option. The meeting was open to the public.
- ❖ The meeting was called to order by Chairman, Robert Lammi. Mr. Lammi ordered the roll to be called at 6:00 p.m. Board Members were in attendance 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	Palmer Township	12/31/2025	X		*
2	Luis Campos	City of Easton	12/31/2025	X		*
3	David 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 Jr	City of Easton	12/31/2025	X		*
7	James McGowan Treasurer	Wilson Borough	12/31/2024	X		*
8	Stephen Riegel	Tatamy Borough	12/31/2024	X		*
9	John Van Arman	City of Easton	12/31/2024		X	*
10	Robert Werner	City of Easton	12/31/2025	X		*

*Beginning of Meeting

**Adjournment of Meeting

Members attending via Zoom Meeting could hear each other meeting attendee and be heard by each other attendee, except as noted below.

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

Michael Gaul (Solicitor), Jeff Morgan (SC Engineers), John Schimmel (Accountant), Chuck Wilson (Operations Manager of WWTP), and Alexandria Hoffman (IPP Manager/Assistant Operations Manager of WWTP), and Hunter Grace with Bortek Industries to present on Jetting/Vacuum Truck.

❖ **Agenda and any Amendment Approval:**

A motion was made by Mr. Riegel, and seconded by Mr. James, to approve the posted agenda without amendments. **Motion Carried (8-0, Mr. McGowan did not participate in the vote, due to apparent technical issues with his personal audio connection to the Zoom meeting application).**

❖ **Minutes Approval:**

A motion was made by Mr. Hopkins, and seconded by Mr. Riegel, to approve the minutes of July 18, 2022, regular meeting as prepared. **Motion Carried (8-0, Mr. McGowan did not participate in the vote, due to apparent technical issues with his personal audio connection to the Zoom meeting application).**

❖ **Courtesy of the floor:**

Ms. Hoffman 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 Michael Gaul, EAJSA Solicitor, stated he had nothing to report.

ACCOUNTANT'S REPORT

Mr. John Schimmel, EAJSA Accountant, stated after the time his report was made, receipt of all municipalities operating expenses were paid for third quarter.

A motion was made by Mr. Werner, and seconded by Mr. James, to approve the August 2022 bills in the amount of \$1,538,254.65. **Motion Carried (9-0).**

A motion was made by Mr. Blanchfield, and seconded by Mr. Hopkins, to approve Bond Funds Requisition 21-C2022-08, in the total amount of \$267,007.53, in accordance with the Authority Engineer's reports. **Motion Carried 21-C2022-08 A (9-0).**

ENGINEERING COMMITTEE REPORT

Mr. Morgan reported a change order for the Administration Building project is required in order to install a Grinder Pump and Force Main.

A motion was made by Mr. Hopkins, and seconded by Mr. Blanchfield, to approve, Item 8-01, the change order from Bracy construction in the amount of \$23,504.25. **Motion Carried (8-0, Mr. McGowan did not participate in the vote, due to apparent technical issues with his personal audio connection to the Zoom meeting application).**

Mr. Morgan reported that BSI has performed an electrical inspection. BSI highly recommends the following items for the plant:

- The two main transformers should have back-up fuses as they are aged and the fuses are custom made with a 26-week lead time to get.
- The main switchgear should have a back-up 2,000 Amp breaker as the switchgear is aged. It activates the emergency generator if the power were lost and back on when restored. It also will serve the plant when maintenance is required throughout the year. It is Square D brand and needs specific Square D brand breakers.
- Three Motor Control Centers (MCCs) are older, with money included in the 2021 Bond Issue for replacement study. BCM-Atlas will complete an evaluation and study to replace based on constructability.

A motion was made by Mr. James, and seconded by Mr. Campos, Item 8-02, to approve the purchase of three (3) Spare Transformer Fuses in the amount of \$10,800. **Motion Carried (9-0).**

A motion was made by Mr. Werner, and seconded by Mr. James, Item 8-03, to approve the purchase of a Spare 2,000 Amp switchgear breaker in the amount of \$14,175. **Motion Carried (9-0).**

A motion was made by Mr. Hopkins, and seconded by Mr. Riegel, Item 8-04, to approve the proposal from BCM-Atlas of an evaluation and study in the amount of \$16,950. **Motion Carried (9-0).**

Mr. Morgan presented a proposal from Eastern Environmental for removal, inspection and reinstallation of the Gearbox for Mechanical Aerator A-1. The proposal was in the amount of \$37,730.00 and noted as being pursuant to the CO-STARS program (reference # 016-187). Atty. Gaul stated that he was not familiar with the CO-STARS program being used to procure a public works contract and recommended that the ability to purchase the services through the CO-STARS program should be confirmed before accepting the proposal.

A motion was made by Mr. Hopkins, and seconded by Mr. Werner, to approve the proposal, subject to Solicitor review for compliance, together with any additional costs necessary to make legally compliant. If the Solicitor should determine that the work could not be procured through the proposal, the Engineer is authorized to get a proposal from Arrow, in an amount not to exceed \$20,000 for the design and preparation of bid specifications for a competitive bid for the work. **Motion Carried (9-0).**

Hunter Grace, Bortek Industries entered the meeting at 6:50 p.m.

Mr. Morgan reported a proposal to purchase a Jetting/Vacuum Truck for the plant. The purchase would be through the COSTARTS Program Contract # 025-332 from Bortek Industries. Financing would be through F.N.B. Finance with a five (5) year financing plan.

A motion was made by Mr. Werner, and seconded by Mr. Hopkins, Item 8-06, to approve the purchase of Jetting/Vacuum Truck, Bortek quote dated August 12, 2022 under COSTARS Contract # 025-332 with financing through F.N.B. Finance for 60 months at 4.6% subject to Bond Counsel reviewing and approval to indenture in the amount of \$519,677.00. **Motion Carried (9-0).**

Mr. Morgan stated the Water Use and Capacity data have been compiled. Mr. Schimmel will begin working on the rebates for the municipalities.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro stated he had nothing to report.

Ms. Hoffman stated local limits were approved by the EPA in July. Work will begin on permit modifications and color language.

FINANCE COMMITTEE REPORT

Nothing to report.

AD HOC DOCUMENT REVIEW COMMITTEE REPORT

Nothing to report.

INSURANCE REVIEW COMMITTEE REPORT

Chairman Lammi sent email to Michele DiSora requesting an update from Travelers as it has been two (2) months.

OPERATIONS REPORT

Mr. Wilson reported the plant is running well. There were small leaks in the Oxidation ditch that were repaired.

ADDITIONAL REPORTING

❖ **Old Business:** None

❖ **Unfinished Business:** None

❖ **New Business:** None

At 7:20 p.m. – A motion was made by Mr. Riegel, and seconded by Mr. Hopkins, and unanimously carried, to enter an Executive Session to discuss pending legal matters with Solicitor Gaul.

At 7:43 p.m. – A motion was made by Mr. Werner, and seconded by Mr. James, and unanimously carried, to enter into Public Session.

Following the Executive Session, no action was taken.

The meeting was adjourned on a motion by Mr. James, and seconded by Mr. Hopkins, and unanimously carried, at 7:44 p.m.

Respectfully submitted,

Erin Lane, EAJSA Recording Secretary