

**MINUTES OF THE  
EASTON AREA JOINT SEWER AUTHORITY BOARD  
February 17, 2026, Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 5:00 p.m. on Tuesday, February 17, 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.

Before roll call Chairman Mr. Hopkins, presented an appreciation plaque to recent former Chairman Mr. Lammi for his service as Chairman of the Easton Area Joint Sewer Authority.

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

Mike Gaul (King Spry law firm, Authority Solicitor), Jeff Morgan (SC Engineers, Authority Engineer), John Schimmel (Authority Accountant), Chuck Wilson (City of Easton Operations Manager of WWTP), Alexandria Hoffman (City of Easton Assistant Operations Manager of WWTP, and Authority IPP Manager), Yuselndy Zorrilla (City of Easton Office Manager of WWTP, and Authority Administrative Assistant).

❖ **Agenda and any Amendment Approval:**

A motion was made by Mr. James and seconded by Mr. Blanchfield, to approve the posted agenda without any amendments. **Motion Carried (9-0).**

Mr. Hopkins asked Solicitor Mr. Gaul if Solicitor reviews and suggested revisions of draft Board minutes are routine. Mr. Gaul responded that it typically is. Mr. Morgan stated sometimes he also provides suggested revisions to the draft minutes for clarification purposes.

❖ **Minutes Approval:**

A motion was made by Mr. Lammi and seconded by Mr. Blanchfield to approve the minutes of the Board's January 20, 2025, regular meeting, as presented. **Motion Carried (9-0).**

❖ **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 Gaul had no report but asked for an Executive Session to discuss a legal matter. Attorney Gaul stated that he expected that no Board action will need to be taken after the executive session.

**ACCOUNTANT'S REPORT**

Mr. John Schimmel, EAJSA Accountant, stated he had nothing to report. Mr. Schimmel added he would like to discuss a signatory resolution with the Solicitor; no action needs to be taken at this time.

Mr. Hopkins stated he discussed this matter with Mr. Lammi. Mr. Hopkins stated it would be fine to table this agenda item until next meeting to provide time to go over the resolution specifics.

Mr. Morgan asked Mr. Schimmel in which account the H2O million dollars have been placed. Mr. Schimmel stated it is in the Clearing Fund account but will confirm it is.

Mr. Hopkins asked what needed to be done to close out the H2O Grant. Mr. Morgan stated it is closed, he was asked by the grant contact for voided checks, which he provided in order for the grant to be concluded, nothing else has been done at this time.

Mr. Bracken made a motion, seconded by Mr. James, to approve the January 20, 2025, bills for payment in the total amount of \$ 2, 200,793.13. **Motion Carried (9-0).**

Mr. Lammi made a motion, seconded by Mr. Bracken, to approve the Bond Funds Requisition 26-C2026-02 in the amount of \$ 188,036.57 in accordance with the Authority Engineer's recommendation. **Motion Carried (9-0).**

**ENGINEERING COMMITTEE REPORT**

Mr. Hopkins gave the floor to Mr. Morgan to provide the report.

Mr. Morgan stated he only had one item on the agenda but had an update to provide. Mr. Morgan provided an update on the Force Main Replacement Project change order discussed prior; it has been taken care of. Mr. Morgan stated the Authority had authorized the offer and it was accepted. Mr. Morgan thanked Solicitor Mr. Gaul for his assistance with the Digester Cleaning change order request, the contractor submitted his final pay request and signed the change order deducting and adjusting the estimated price down to the actual price based on unit/quantity of sludge. Mr. Morgan stated the final payment request is in the Board Packet.

Solicitor Mr. Gaul provided an update on the Force Main Project. Mr. Gaul stated Riverstar Properties and PD91 had signed the Easement Modification and Consent documents which will be recorded tomorrow February 18, 2026.

Mr. Morgan presented his agenda item.

**02-01: WWTP-Approval of Proposal for RAS/WAS Motor Control Center Replacement, Switch Gear**

## **Wiring Modifications and Building Improvements**

Mr. Morgan stated the WasteWater Treatment Plant's (WWTP's or Plant's) 1988 Oxidation Ditch Motor Control Center (MCC) & Mechanical Aerator Control System was recently replaced. WWTP's electrical system now utilizes the following older MCCs:

- 1978 RAS/WAS Building MCC
- 1978 Main MCC

Mr. Morgan stated based upon the age of this electrical equipment, failures of equipment components and difficulty in obtaining obsolete parts for these MCC's funds were included in the 2021 Bond Issue for potential replacement of these MCC's.

Mr. Morgan added the Engineering Committee previously reviewed a study from BCM-Atlas and the Keystone Engineering Group regarding the potential replacement of these MCC's. As a result of the review of this study, it was agreed that one MCC at a time be replaced to properly maintain plant operations and ensure that sufficient funding is available for this work.

Mr. Morgan stated the Engineering Committee reviewed the proposal from BCM-Atlas, included in the meeting packet, in the amount of \$59,520.00 for design, bidding and contract award services to replace the RAS/WAS Building MCC, make wiring modifications in the plant switch gear to better balance electrical loads on the two sides of the switch gear, upgrade the HVAC System in the RAS/WAS Building and modernize lighting in the RAS/WAS and Centrifuge Building.

Mr. Morgan added the Engineering Committee recommends that the Authority approve this proposal from BCM-Atlas. Mr. Morgan stated this project will be paid for using funds from the 2021 Bond Issue.

Solicitor Gaul recommended that approval of the proposal be subject to BCM-Atlas signing the Authority's standard Professional Services Agreement (PSA). Mr. Morgan stated since different Engineers have their own PSA, it is a good practice for the Authority to have its own.

Mr. Morgan stated the PSA made by the Solicitor, Mr. Gaul and himself, would be utilized with this project and future ones as well.

A Motion was made by Mr. James, seconded by Mr. Caubel to approve BCM-Atlas' Proposal for RAS/WAS Motor Control Center Replacement, Switch Gear Wiring Modifications and Building Improvements, BCM-Atlas, included in the meeting packet, in the amount of \$59,520.00, contingent upon BCM-Atlas signing the Authority's PSA.

### **Engineering Memorandum # 02-01. Motion carried (9-0).**

Vice-Chairman Mr. James asked Mr. Morgan how this new MCC would affect the plant. Mr. Morgan stated that after the first experience a temporary MCC and generators were utilized. This time around a one-day generator, if that is needed, not a long term. Mr. Morgan stated a lot was learned from last time, this time it should be cleaner.

#### **PRETREATMENT COMMITTEE REPORT**

Mr. Mauro had no report.

Ms. Hoffman stated Mr. Blanchfield and her credit were run for Embassy Bank account by accident. Ms. Hoffman stated a hard credit inquiry was pulled for the new IPP billing account. Ms. Hoffman stated Embassy Bank has been collaborating with her to fix this issue. Ms. Hoffman stated there is a third party called Ironwood that does

the deposits and runs the credit report. Ms. Hoffman stated Mr. Blanchfield and her must sign an official letter stating that they would like this reverse, working on this as of now.

#### **FINANCE COMMITTEE REPORT**

Mr. Blanchfield stated the Resolution provided by Fulton Bank was excessive, to just try to add some official signatures. Mr. Blanchfield stated that after a discussion it would be best to table this approval until next meeting.

Mr. Blanchfield stated we only intend to add signatories for signing checks, he believes this resolution extends further pass this purpose.

Solicitor Mr. Gaul explained how his second thought on these forms was that perhaps some items not needed could be crossed out. Mr. Gaul continued by saying these authorization forms contained more complex information than what the Authority's intentions are, which are simply to deposit money and pay bills.

Mr. Gaul stated account numbers should be more specific because the Authority has other Bond Fund accounts which have a separate loan/disbursement approval procedure. Mr. Gaul stated some of the Fulton requested authorizations could conflict with the Authority's Bond Indenture.

Mr. Blanchfield asked how the Authority could communicate to the Bank what we need. Mr. Gaul stated he could reformat a former email stating the Board's concern and send it to Mr. Schimmel. Mr. Gaul stated he would be more than glad to develop a resolution just for the Authority.

Mr. Hopkins asked Mr. Gaul if we have copies of prior resolutions, Mr. Gaul stated he does not.

Mr. Hopkins stated this agenda item will be tabled to March's Board meeting.

Mr. Blanchfield asked if Mr. Schimmel would be ok in sending an email to Fulton Bank with specific details of what the Authority would like to do. Mr. Schimmel agreed.

Mr. Schimmel provided an update on the 2025 Audit. Mr. Schimmel stated he received a letter from the Auditor providing April 13<sup>th</sup> as their start date. Mr. Schimmel stated he will start sending over all the Authority's documentation.

Mr. Schimmel stated our Petty Cash account at Fulton Bank was closed out and that money was deposited into our Embassy account. Mr. Schimmel has been trying to obtain the last statement from Fulton Bank, reflecting in this Petty Cash account has no money in it, nothing has been provided yet. Mr. Schimmel stated he does have a cancelled check that it was cleared.

Mr. Hopkins asked Mr. Schimmel when he expected the audit to be completed. Mr. Schimmel stated he would check but it should not take very long because this new firm is now more familiar than they were in the first two years.

Mr. Schimmel stated it should be completed Summer 2026.

Mr. Schimmel stated once he obtained all required documents from all signatories and all documents are filled out with personal information; these would be hand delivered to the bank for personal information security purposes.

#### **INSURANCE REVIEW COMMITTEE REPORT**

Mr. Lammi had no report.

## OPERATIONS REPORT

Mr. Wilson reported complete regulatory compliance, CSO- 121, 160 gallons. Mr. Wilson added clarifier #6 froze solid during storm. Mr. Wilson stated Switchgear tie in breakers complete, temperature monitor installed. Mr. Wilson also added the utility water line break (by headworks). Mr. Wilson stated Aerator B1 impeller fell off, this impeller was rebuilt 8 years ago. Mr. Wilson stated he is not sure what happened.

Mr. Morgan stated back in 2005 something similar happened. Mr. Morgan stated this event is not terribly affecting operations. Mr. Morgan stated what caused it is unknown. This time around it would have to be investigated to determine what caused it before it is assumed it must be replaced completely.

Mr. Hopkins stated it is common for impellers to drop.

Mr. Morgan stated these were installed back in 1988.

Mr. Wilson informed the Board of a non-related DEP inspection scheduled for tomorrow Wednesday 2/18/26.

Mr. Wilson presented an approval item for a Temporary Siloxane Scrubber System. Mr. Wilson stated the cost to the Authority for the set up would be \$ 20,000.00 and a monthly fee of \$2,468.75. Mr. Wilson was asked by Mr. Blanchfield, who would be in charge of the disposal of it, Mr. Wilson would find out, assumed it would be the same equipment rental company but would find out.

Solicitor Mike Gaul asked if Mr. Wilson was looking for this to be approved by the Board, as it appeared from the Board packet documentation that it was intended to be a City of Easton expense.

Mr. Morgan stated there is an emergency in this, and the reason it could not wait to get three quotes and be put up for bid. Mr. Morgan stated just last month boiler maintenance cost was \$40,000.00. Ms. Hoffinan stated propane expense is \$3,000 a day to run the boilers.

Mr. Gaul asked Mr. Wilson if he was looking into obtaining approval for equipment rental. Mr. Wilson confirmed he was.

A Motion was made by Mr. Lammi, seconded by Mr. James to Approve a Capital Expense for the Boiler as an Authority Expense in the amount \$ 18,460.00. Motion Carried (9-0).

Mr. Wilson clarified the monthly rental of \$2,468.75 would be paid out of the city maintenance budget for multiple months.

Mr. Wilson provided an update not on the report. Mr. Wilson stated last Friday night around 6 o'clock Digester #3 popped gas, leaked, Methane was coming out of a pin hole, it was isolated, degassed and dropped level of the win down, broke all the seals to make sure all the gas was out.

Mr. Wilson stated Eastern Environmental looked at it and suggested having the roof inspected.

Mr. Morgan provided history on this by saying in 2015 Digester 3 was taken out of service for cleaning, AARRO suggested to keep an eye on it, a new cover could be needed in 10 years, it has reached 10 years.

Mr. Morgan added this was part of the FOG Project where Digester 3 was supposed to be put out of service but instead Digester 1 was taken out of service and had work done.

Mr. Hopkins asked if this was written somewhere as part of a list of things to do. Mr. Morgan stated capital project will be updated with this.

Mr. Morgan stated in 2000 that Digester 2 cover was completely replaced, and the cost was \$ 375,000.00 25 years ago. Mr. Morgan estimates the cost now to be around one million dollars.

Mr. Wilson stated according to Eastern Environmental Digester 3 cover might not have to be replaced, sand blasting and painting will suffice.

Ms. Hoffman added, Eastern also said sand blasting and painting would give 15 years of life to Digester 3 cover.

**ADDITIONAL REPORT**

❖ **Old Business:** N/A

❖ **New Business:** N/A

Mr. Hopkins presented something for the board's consideration. Mr. Hopkins stated there is an agenda item called Insurance Review Committee, he is not sure how often it will be needed. Mr. Hopkins believes it would be a better option to add an Executive Committee to deal with finance issues, signatures, or legal issues in between Board meetings. Mr. Hopkins asked the Board for their input whether the Board should have an Executive Committee to deal with administrative things on the Board's behalf.

Solicitor Mr. Gaul stated that Chairman Hopkin's concept was in some ways already occurring in practice. Solicitor Gaul stated that, in certain situations for economy or efficiency, he would communicate with only the Authority officers via email on a particular matter, and not the whole board. Mr. Gaul agreed that Board review of its administrative structure would be a good idea.

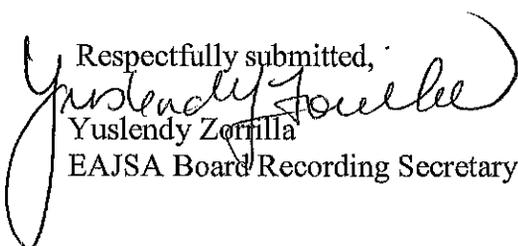
Mr. Hopkins asked this item to be on next month's meeting agenda.

At 5:55 pm.-A Motion was made by Mr. Lammi, seconded by Mr. James, and unanimously carried, for the Authority Board to enter into an Executive Session. The purpose of Executive Session was to discuss a legal matter with the Solicitor.

At 6:11 pm.-A Motion was made by Mr. Lammi, and seconded by Mr. James, and unanimously carried, for the Authority Board to enter into Public Session.

❖ **Unfinished Business:** N/A

The meeting was adjourned on a motion by Mr. James and seconded by Mr. Caubel and unanimously carried, at 6:11 pm.

Respectfully submitted,  
  
Yuselndy Zorrilla  
EAJSA Board Recording Secretary