

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
May 16, 2022, Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 6:00 p.m. on Monday, May 16, 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 Vice-Chairman, David Hopkins, as the Board Chairman, Robert Lammi, was attending via Zoom. Mr. Hopkins 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	6:04pm
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	Charles Peterson	City of Easton	12/31/2023		X	*
9	Stephen Riegel	Tatamy Borough	12/31/2024	X		*
10	John Van Arman	City of Easton	12/31/2024	X		*
11	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.

- ❖ **The following personnel were in attendance:**
Michael Gaul (Solicitor), Jeff Morgan (SC Engineers), John Schimmel (Accountant), Chuck Wilson (Operations Manager of WWTP), Alexandria Hoffman (IPP Manager/Assistant Operations Manager of WWTP), and Erin Lane (EAJSA Recording Secretary/Office Manager of WWTP).
- ❖ **Agenda and any Amendment Approval:**
A motion was made by Mr. Riegel, and seconded by Mr. Werner, to approve the posted agenda, without any amendments. **Motion Carried (9-0).**
- ❖ **Minutes Approval:**
A motion was made by Mr. James, and seconded by Mr. Riegel, to approve the minutes of April 18, 2022, regular meeting was passed. **Motion Carried (8-0, one (1) abstention from Mr. Lammi).**
- ❖ **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

Board Member Luis Campos entered the meeting at 6:04 p.m.

Attorney Gaul, EAJSA Solicitor, presented proposed Board Resolution **2022-05-16 A**:

RESOLUTION ADOPTING AN AMENDMENT TO THE AUTHORITY'S INDUSTRIAL PRETREATMENT FEES AND CHARGES – COST RECOVERY POLICY; ADOPTING A REQUIREMENT THAT A DELINQUENT INDUSTRIAL USER REIMBURSE THE AUTHORITY FOR ITS ATTORNEY FEES AND EXPENSE RELATED TO COLLECTION OF THE DELINQUENT CHARGES AND FEES; AND CONFIRMING THE AUTHORITY'S COST RECOVERY POLICY, AS AMENDED

The proposed resolution amends the Authority's Industrial pretreatment Fees and Charges – Cost Recovery Policy so as to allow the Authority to recover its cost of collection, including attorney fees, once a user account becomes delinquent and is turned over to counsel for action.

A letter will be created and distributed, by Ms. Hoffman, to the industries regarding the addition to the Authority's existing Policy

A motion was made by Mr. Werner, and seconded by Mr. James, to adopt proposed Resolution **2022-05-16 A Motion Carried 2022-05-16 A (10-0)**.

ACCOUNTANT'S REPORT

Mr. John Schimmel, EAJSA Accountant, stated he met with Keith Fleming, the auditor and the annual audit will begin shortly.

A motion was made by Mr. McGowan, and seconded by Mr. Lammi, to approve the May 2022 bills. **Motion Carried (9-0, one (1) abstention from Mr. Campos)**.

A motion was made by Mr. James, and seconded by Mr. Werner, to approve Bond Funds Requisitions 21-C2022-05, in the total amount of \$85,099.39, in accordance with the Authority Engineer's reports. **Motion Carried 21-C2022-05 C(10-0)**.

ENGINEERING COMMITTEE REPORT

Mr. Hopkins stated he had nothing to report.

Mr. Morgan stated the High Strength Waste Surcharge formula has been updated. The costs did increase slightly, but insignificantly. The industries will be notified of this increase and all billing will reflect this surcharge change. The Board has historically approved the new formula via a resolution.

Attorney Gaul, EAJSA Solicitor, presented proposed Board Resolution **2022-05-16 B**:

RESOLUTION APPROVING AN UPDATED HIGH STRENGTH WASTE SURCHARGE FEE

The resolution approves the new surcharge formula.

A motion was made by Mr. Lammi, and seconded by Mr. James, to adopt proposed Resolution **2022-05-16 B Motion Carried 2022-05-16 B (10-0)**.

Mr. Morgan stated the Second Street pump station has been having electrical issues. Attempts to resolve them have been made, data collected, and the issue appears to be with the harmonics. A proposal was received by Hazen to assist in determining the root cause of the faulting conditions of the system. The proposal was reviewed by the Engineering Committee. The Engineering Committee recommends that the Board approve the proposal.

A motion was made by Mr. Blanchfield, and seconded by Mr. Campos to approve Hazen's proposal to evaluate the electrical system, in the amount of \$17,900 (not to exceed). **Motion Carried (10-0)**.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro stated the committee met on May 5th.

Ms. Hoffman stated 2022 inspections continue. Georgia Pacific's permit has been closed, effective April 29, 2022. The building will be used as a warehouse for now.

FINANCE COMMITTEE REPORT

Nothing to report.

AD HOC DOCUMENT REVIEW COMMITTEE REPORT

Nothing to report.

INSURANCE REVIEW COMMITTEE REPORT

Mr. Morgan stated he provided Kressler, Wolff, and Miller (KWM) with the capital improvements since 2012. KWM is looking into pricing for a new appraisal.

Mr. Lammi stated he will set up another meeting.

OPERATIONS REPORT

Mr. Wilson reported that after the chlorine violation last month, the chlorine analyzers were reprogrammed to react quicker. The analyzers will be tested this week and training of personnel will occur thereafter.

Mr. Wilson stated the combined sewer outfall was impacted by the increased rainfall experienced over the past month. This can affect the outfall from the flowline that is going out as it can read the river level instead of the outflow level.

ADDITIONAL REPORTING

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

The meeting was adjourned on a motion by Mr. Werner and seconded by Mr. James, and unanimously carried, at 6:26 p.m.

Respectfully submitted,

Erin Lane, EAJSA Recording Secretary