

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
December 15, 2025 Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 5:00 p.m. on Monday, December 15, 2025, at the EAJSA Administration Building, 50 South Delaware Drive, Easton, Pennsylvania 18042, with Zoom Meeting option. The meeting was open to the public.
- ❖ The meeting was called to order by Vice-Chairman, Mr. Dave Hopkins. Chairman Robert Lammi requested that Mr. Hopkins preside over the meeting as Mr. Lammi was participating remotely. 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	12/31/2025	X		*
2	Jeffrey Bracken	Wilson Borough	12/31/2029	X		*
3	Luis Campos	City of Easton	12/31/2025	X		5:05
4	Patrick Caubel	City of Easton	12/31/2028		X	*
4	James Frank	Forks Township	12/31/2029	X		*
5	David Hopkins Vice-Chairman	City of Easton	12/31/2028	X		*
6	Paul James	West Easton Borough	12/31/2029	X		*
7	Robert Lammi Chairman	Palmer Township	12/31/2029	X		*
8	Joseph Mauro Jr	City of Easton	12/31/2025	X		*
9	Stephen Riegel Secretary	Tatamy Borough	12/31/2029	X		*
11	Robert Werner	City of Easton	12/31/2025	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:**

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), Yuslendy Zorrilla (City of Easton Office Manager of WWTP, and Authority Administrative Assistant).

❖ **Agenda and any Amendment Approval:**

A motion was made by Mr. Werner and seconded by Mr. Riegel, to approve the posted agenda without any amendments. **Motion Carried (10-0; Mr. Campos was not present to vote on the agenda's approval).**

❖ **Minutes Approval:**

A motion was made by Mr. Lammi and seconded by Mr. Frank to approve the minutes of the Board's November 17, 2025, regular meeting, as presented. **Motion Carried (10-0; Mr. Campos was not present**

to vote on the minutes approval).

Mr. Campos entered meeting at 5:05 pm.

❖ **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 reported that, in the Coleman vs. Parkland School District case, the Pennsylvania Supreme Court recently reversed a prior Pennsylvania Commonwealth Court decision that severely restricted the ability of local agencies to amend their meeting agenda after its posting.

Mr. Gaul stated the Supreme Court's decision does not remove all restrictions on amending the agenda at the meeting, but the process returns to being more flexible.

ACCOUNTANT'S REPORT

Mr. John Schimmel, EAJSA Accountant, stated he had nothing to report, he will have a report under the Finance Committee.

Mr. Lammi made a motion, seconded by Mr. Frank to approve the November 17, 2025, bills for payment in the total amount of \$ 2,393,012.80. **Motion Carried (11-0).**

Mr. Blanchfield made a motion, seconded by Mr. Riegel, to approve the Bond Funds Requisition 25-C2025-12 in the amount of \$ 1,537,918.31 in accordance with the Authority Engineer's recommendation.

Motion Carried (11-0).

ENGINEERING COMMITTEE REPORT

Mr. Hopkins stated the Engineering Committee met earlier this month by Zoom and number of topics were discussed.

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

Mr. Morgan stated he had a couple of items for updates only. No requests for approval at this time.

First Update: Draft WWTP NPDES Permit:

Mr. Morgan explained that this permit is a list of rules and regulations required which the plant must follow and be in compliance with.

Mr. Morgan stated he placed a letter in the packet with some comments on some monitoring requirements and some clarifications on some other things. Mr. Morgan stated in every new draft there is also an opportunity to make comments and wait for DEP feedback.

Mr. Morgan stated after this draft was reviewed by Mr. Wilson, Ms. Hoffman and himself, the letter reflected comments on the following: Department Fact Sheet, New Effluent Limit for Dissolved Oxygen, Effluent Limits for Total Residual Chlorine (TRC), Effluent Monitoring for E. Coli, Effluent Monitoring for Total Thallium, Monitoring for PFAS Compounds, WWTP High Flow Management (HFM) Plan, DRBC Special Protection Waters Requirements, and Requirements Applicable to Stormwater Outfalls.

Mr. Morgan stated this letter due date is December 29, 2025. Mr. Morgan stated it might take some time, but a

new permit will be issued. Mr. Morgan stated if something is wrong, 30 days are provided to file an appeal.

Mr. Gaul asked if the new items required by this draft permit would represent any cost to the Authority. Mr. Morgan stated it would be minimal because none of these require treatment or expansion.

Second Update: MCC Replacement Project:

Mr. Morgan stated this project has been completed.

Mr. Morgan had a Power Point presentation showing some MCC Project components. Mr. Morgan presented a slide of the old MCC with all the different controls and power for the Oxidation Ditch, mixers, controls, and control for the gates. Mr. Morgan stated it was the end of its useful life since 1988.

Mr. Morgan stated a temporary MCC had to be installed on top of the Oxidation Ditch, picture was presented to reflect that.

Mr. Morgan stated the next step was to provide power and control wiring to new temporary MCC. Mr. Morgan presented picture of the MCC controls for the Oxidation Ditch Mixer and other equipment. Mr. Morgan stated temporary wires had to be run from the temporary MCC out to the Oxidation Ditch motors, six of them had to be wired, as well as the gates, outlets that were powered down while the old MCC was been demolished and placing the new MCC.

Mr. Morgan presented some photos of the wiring work of the new MCC in the new cabinets.

Mr. Morgan also showed a picture of this completed work. Mr. Morgan stated new capacitors were installed and wired up to the new MCC as part of this project. Mr. Morgan stated this work was done by BSI, they were the low bidder in this project. Mr. Morgan stated there were a few change orders due to unforeseen conditions.

Mr. Morgan stated all these pictures will be emailed to all members.

Third Update: SCADA System Upgrade Project:

Mr. Morgan stated the new SCADA computers are in the back office here in the new building. Mr. Morgan stated the new system is running in parallel with the old hardware. Mr. Morgan stated there was one minor issue which he is still trying to resolve, with what is called Web Space Application which provides remote access through cell phones or iPad. Mr. Morgan stated Mr. Hadik from BSI has to make all the appropriate connections and tests but it should be up and running.

Mr. Morgan stated that after all testing is completed some of the new hardware will be relocated in the Operator's room and some will be kept here in the new building's IT room for completion of the SCADA operating work.

Fourth Update: Force Main Replacement Project:

Mr. Morgan stated he had sent out an email to all members notifying them that the HDPE pipe had been installed and tested.

Mr. Morgan stated the relocated flow meter was installed in the existing vault outside the Second Street PS and new ductile iron force main pipe has been installed from this vault, across Larry Holmes Drive and into the Riverstar Parking Lot.

Mr. Morgan stated temporary restoration in the park and the Riverstar parking lot will be conducted in a few days, as the weather permits. Mr. Morgan stated final restoration of these areas will take place after the Winter.

Mr. Lammi stated he, and he is sure the rest of the Board, is pleased to hear this project has been completed.

Mr. Gaul provided a report on the Easement Modification Agreement. Mr. Gaul stated he has been in contact with Riverstar's Attorney about the finalization of a Modification document.

Mr. Gaul noted that the Board's prior adopted motion authorizing the Chairman and Vice Chairman to sign the Easement Modification Agreement did not expressly include a reference to an updated consent agreement with the adjacent property owner PD 91 LHD, LLC, but that his understanding was that the Board's prior authorization would have included the Chairman and Vice Chairman also signing a consent. Mr. Gaul asked the Board whether they had a different understanding, as a separate motion could be adopted at this meeting. The consensus of the Board was that the authorization to sign the Easement Agreement Modification included authority to sign a consent with the adjacent property owner, and that no further authorization was required.

Mr. Hopkins asked if the contractor had stated how long the restoration could take. Mr. Morgan stated that final restoration, including parking lot improvements, could take up to 30 days.

Mr. Morgan stated there will be some down time in the parking lot while these improvements are made. The Authority will need to make some parking spaces available during the work.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro had no report.

Ms. Hoffman stated all compliance analysis and sampling have been done for 2025, just waiting for some results.

Mr. Werner and Mr. Hopkins congratulated Ms. Hoffman for arranging the Authority's Christmas Party.

FINANCE COMMITTEE REPORT

Mr. Blanchfield stated there was nothing to report. Mr. Schimmel will provide some updates.

Mr. Schimmel stated transfer was made to the Bond Redemption Fund. Mr. Schimmel stated H2O Grant deposits are in progress which will be paid out of the 2021 Bond program.

Mr. Morgan stated a reimbursement application was submitted for the million-dollar H2O Grant, for which the Authority received about \$470,000.00. After this meeting, a second and final request for payment will be submitted. The final payment to complete the million-dollar grant should be received and fully reimbursed by the Authority.

INSURANCE REVIEW COMMITTEE REPORT

Mr. Morgan, as per the Chairman's request, updated the Board on the renewal of the Environmental Pollution Policy with KWM for \$ 20,994.54. Mr. Morgan stated the invoice is included in the bills list and has been approved by the Board. Mr. Morgan stated this policy is currently active, payment will be sent promptly.

A Motion was made by Mr. Lammi and seconded by Mr. Hopkins to approve the Renewal of the 2026 Environmental Pollution Policy. **Motion Carried (11-0).**

Mr. Lammi stated he is pleased this insurance is in place, especially after receiving correspondence from DEP about a possible Cyber-attack.

OPERATIONS REPORT

Mr. Wilson reported the Oxidation Ditch MCC Replacement Project is complete.

Mr. Wilson reported that on 11/2 to 11/9 some elevated ammonia levels occurred due to C Oxidation ditch being taken out of service for MCC replacement project.

Mr. Wilson added that on 11/6 effluent flow was low due to refilling C Oxidation Ditch.

ADDITIONAL REPORT

❖ **Old Business:** N/A

❖ **New Business:** Mr. Lammi thanks Mr. Hopkins for his role as the Vice-Chairman of the Sewer Authority and informed the Board that he will be stepping down as the Authority's Chairman.

Mr. Lammi stated a new Chairman will be appointed at the next organization meeting.

Mr. Lammi expressed his gratitude for the years he was in this role. Mr. Lammi added the great staff and members made his position much easier.

Mr. Lammi stated that time has come for him to step down and allow someone else to be the Chair of this great Authority.

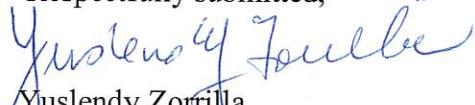
Mr. Hopkins stated Mr. Lammi will be missed as the Chairman.

❖ **Unfinished Business:** N/A

Mr. Lammi asked Mr. Gaul if there was a reason for an Executive Session. Mr. Gaul responded, there was not.

The meeting was adjourned on a motion by Mr. Riegel and seconded by Mr. Blanchfield and unanimously carried, at 5:36 pm.

Respectfully submitted,


Yuslendy Zorrilla
EAJSA Board Recording Secretary