

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
January 20, 2026, Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 5:00 p.m. on Tuesday, January 20, 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. Robert Lammi. Mr. Lammi 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 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	12/31/2030	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:**

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).

❖ **Election of Officers:**

By consensus of the Board, Mr. Gaul conducted the election of the Authority's officers.

Mr. Blanchfield nominated Mr. Hopkins as Chairman. There was no other nomination for Chairman.

Mr. Hopkins was elected Chairman, with all Board Members present voting in favor of his election, except Mr. Hopkins, who abstained. **(8-0-1)**.

Mr. Lammi nominated Mr. James as Vice-Chairman. There was no other nomination for Vice-Chairman.

Mr. James was elected Vice-Chairman, with all Board Members present voting in favor of his election, except Mr. James, who abstained. **(8-0-1)**.

Mr. Lammi nominated Mr. Blanchfield as Treasurer. There was no other nomination for Treasurer. **Mr. Blanchfield was elected Treasurer**, with all Board Members present voting in favor of his election, except Mr. Blanchfield, who abstained. **(8-0-1)**.

Mr. Lammi nominated Mr. Riegel as Secretary. There was no other nomination for Secretary. **Mr. Riegel was elected Secretary**, with all Board Members present voting in favor of his election, except Mr. Riegel, who abstained. **(8-0-1)**.

Election Results:

Chairman: Dave Hopkins

Vice-Chairman: Paul James

Treasurer: Robert Blanchfield

Secretary: Steve Riegel

Mr. Hopkins presided over the remainder of the Board meeting.

Mr. Hopkins expressed his gratitude to the Board for electing him the new Chairman. Mr. Hopkins also acknowledged Mr. Lammi for the great service he performed as the Chairman of the Authority.

A Motion was made by Mr. Hopkins and seconded by Mr. James to appoint Mr. Lammi as the **Right To Know Officer** of the EAJSA. **Motion Carried (9-0)**.

There was a discussion about changing over the EAJSA Chairman email account to Mr. Hopkins and creation of a new RTK Officer account. Ms. Hoffman stated that she would work on the necessary changes to the EAJSA email accounts.

❖ **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)**.

❖ **Minutes Approval:**

A motion was made by Mr. Lammi and seconded by Mr. James to approve the minutes of the Board's December 15, 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 that an Executive Session to discuss a legal matter be held. Mr. Gaul and Mr. Morgan agreed to go into Executive Session before Item #3 under Engineering Report.

Mr. Hopkins suggested going into Executive Session first to go over Item #3 under Engineering Report and then continue with the meeting.

ACCOUNTANTS REPORT

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

Mr. Lammi asked Mr. Schimmel about the Debt Service payment not been reflected under the Monthly Expenses Report. Mr. Schimmel added it is taken out at the end of December. Mr. Schimmel stated he had just received Fulton 's Bank statement a couple of days prior to this meeting.

Mr. Schimmel stated funds are available for payment, it will reflect the transaction on next month's statement (February).

Mr. James made a motion, seconded by Mr. Blanchfield, to approve the December 15, 2025, bills for payment in the total amount of \$ 676,461.38. **Motion Carried (9-0).**

Mr. Lammi made a motion, seconded by Mr. Blanchfield, to approve the Bond Funds Requisition 26-C2026-01 in the amount of \$ 580,715.65 in accordance with the Authority Engineer's recommendation. **Motion Carried (9-0).**

ENGINEERING COMMITTEE REPORT

Mr. Hopkins stated that as per the advice of Solicitor Mr. Gaul, he would like a motion to enter Executive Session to discuss Item # 01-03 under Engineering Report with the Solicitor present.

At 5:16 p.m.-A Motion was made by Mr. Lammi, seconded by Mr. James, and unanimously carried, to enter an Executive Session to discuss legal matters with Solicitor Gaul.

At 5:43 pm.- A Motion was made by Mr. Lammi, seconded by Mr. James, and unanimously carried, to enter into Public Session.

Mr. Hopkins stated public meeting will continue with Item #01-01 and Item #01-02 under Engineering Committee Report.

Solicitor Mr. Gaul stated a motion was required for Item # 01-03 discussed during Executive Session.

Mr. James made a motion, seconded by Mr. Blanchfield, to authorize payment to Spectraserv in the amount of Twenty-Three Thousand, One Hundred Thirty-Six Dollars and Ninety-Six Cents (\$23,136.96) in accordance with SC Engineers' Memorandum Item # 01-03, dated January 14, 2026, based on Spectraserv's per unit bid price for dry tons of sludge and actual quantities, subject to Spectraserv's submission of a completed application for payment.

Engineering Memorandum # 01-03. Motion Carried (9-0).

Item # 01-01: Force Main Replacement Project Approval of Budget Increase for Geologist/Env. Inspector.

Mr. Morgan stated the reason for this budget increase request was due to the increased number of field support hours for this project. The original budget was based on 320 hours of field support time, and ARM ended up needing to provide 473 hours of field support time. It should also be noted that the anticipated number of days of field support time for the directional drilling phase of the project was 12 per the contractor's original schedule (4 days pilot hole, 6 days ream pass, 1 day swab, 1 day pull back) which would have fit well within the project budget; however, the actual number of field support days was 37 due to delays in completing this phase of the project.

Mr. James made a motion, seconded by Mr. Blanchfield, to approve Budget Increase Request for Geologist/Environmental Inspection Firm in accordance with **Engineering Memorandum # 01-01. Motion carried (9-0).**

Item # 01-02: Force Main Replacement Project-Wexcon Change Order Request No. 1

The Engineering Committee concluded that (1) known subsurface conditions (cobble) and equipment breakdowns caused a majority of the delays in the pilot hole drilling and reaming phases of this project and (2) an offer to Wexcon should be made in the amount of \$100,000.00 for approximately three (3) extra days of reaming work in harder than expected subsurface rock conditions to settle COR No. 1 from Wexcon. The Authority's contract with Wexcon for this project includes a \$100,000.00, unused, Re-Bore Allowance Line item which will provide the funds to support this offer.

As of the writing of this memo, Wexcon had not responded to the Engineering Committee's proposal to recommend to the full EAJSA Board that they approve an offer of a \$100,000.00 payment from the ReBore Allowance Line Item in the Force Main Replacement Project Contract Documents to Wexcon to settle the dispute over their COR No. 1. However, earlier today Wexcon confirmed to Mr. Morgan that the proposed \$100,000 change order would be sufficient.

Mr. Lammi made a motion, seconded by Mr. James to approve Review of Change Order Request No.1. in the amount of \$100,000.00. **Engineering Memorandum # 01-02. Motion Carried (9-0).**

Mr. Morgan provided an update on this project. Mr. Morgan stated that all the grant funds have been received. Mr. Morgan stated he had contacted the grant specialist and asked what was necessary to close out the grant. Mr. Morgan was asked to please submit all cancelled checks which he obtained from Accountant Mr. Schimmel and submitted them.

Mr. Morgan also stated the parking lot and manhole issue are resolved. At his meeting with the Havers, Mr. Morgan informed them that the Authority will take steps to eliminate odors from the ARV if it becomes a problem.

Mr. Morgan also stated parking lot improvements will take place as soon as the weather warms up.

PRETREATMENT COMMITTEE REPORT

Mr. Mauro state the IPP Committee met earlier this month.

Ms. Hoffman stated Annual Report for 2024 has been received, it scored 100 % and is category one. Ms. Hoffman stated this is the first one awarded to the program.

Ms. Hoffman stated her agenda item Review and Approval to Refer Overdue Invoice to Legal Counsel.

Ms. Hoffman stated UAE Petroleum has an outstanding balance for Q2 2025 in the amount of \$1,402.25. Ms. Hoffman stated this invoice was due November 9, 2025. Ms. Hoffman stated initial notice was sent out on December 8, 2025, and second notice on January 6, 2026, all these USPS Certified. Ms. Hoffman stated the last one stated it would be turned over to the attorney.

Ms. Hoffman stated after obtaining an approval she would send everything over to Solicitor Mr. Gaul.

Ms. Hoffman stated this is their usual invoice, no fines included.

Ms. Hoffman stated third quarter invoice was issued on January 6, 2026, with a due date of February 6, 2026, in the amount of \$ 1, 124.00.

Ms. Hoffman stated this situation was discussed at the IPP Committee Meeting.

Mr. James made a motion, seconded by Mr. Mauro to refer this invoice to Legal Counsel for collection purposes.
Motion Carried (9-0).

FINANCE COMMITTEE REPORT

Mr. Blanchfield stated the City of Easton sent them a letter requesting \$175,000.00 to cover operating budget costs.

Mr. Blanchfield stated he and Mr. Schimmel spent some time going over the budget and item line 240 for Sewage Treatment Expenses for 2025 was 6, 405, 609.00 dollars, the actual expense was 6, 579,077.049, with a deficit of \$ 173, 461.049.

Mr. Schimmel stated the Authority's has the City of Easton's Capital portion \$ 200,000.00 access which is for capital improvements.

Mr. Schimmel stated the Authority also has a fines and penalties account which has \$75,000.00 available for the past two years. Mr. Schimmel also stated he received a letter from Fulton about this fund, stating if not used these funds would be reported as unclaimed property the State.

Mr. Schimmel stated Mr. Morgan was going to investigate this. Morgan stated according to the Authority's rules and regulations for the IPP Program, under Pennsylvania Act 9, these funds could be moved around for other expenses such as treatment expenses and capital.

Mr. Hopkins stated it seems cleaner to pull out this amount of the \$200, 000.00-line item.

Mr. Hopkins stated it is not unheard of to get to the end of the year under the budget.

Mr. James made a motion, seconded by Mr. Lammi, to approve payment of \$175,000.00 from the \$200, 000.00 Capital Line Item. **Motion Carried (9-0).**

Mr. Hopkins asked Mr. Wilson to go over some of the reasons for this budget short fall, which included sludge hauling, capital purchases, one of this for the Centrifuge, an unexpected 5 power outage toward the end of the year, fuel costs were between 30- 50 gallons an hour of fuel, extra chemical costs and the boilers.

Mr. Morgan stated the invoice and memo were included in the Board Packet.

Mr. Blanchfield stated 2026 budget increased to \$300,0000.00, from 6.4 to 6.7.

Mr. Schimmel stated he has been in contact with the Auditors to start the process sooner than last year.

Mr. Schimmel asked if funds should be moved in and out of the fines and penalties account, so it does not become dormant.

Mr. Gaul suggested Mr. Schimmel do whatever is necessary to prevent funds from being considered unclaimed property.

Mr. Gaul suggested keeping a thousand dollars in the account to keep it open, but why not utilize the rest of the funds.

INSURANCE REVIEW COMMITTEE REPORT

Mr. Lammi had no report.

OPERATIONS REPORT

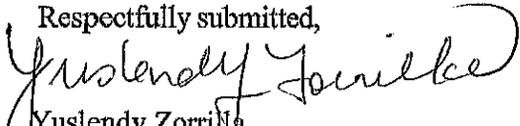
Mr. Wilson reported boiler service, supply lines & control valve replaced. Mr. Wilson stated removal of five dead trees by secondary clarifiers. Mr. Wilson stated new second street pump station 16 inch main service.

ADDITIONAL REPORT

- ❖ **Old Business:** N/A
- ❖ **New Business:** N/A
- ❖ **Unfinished Business:** N/A

The meeting was adjourned on a motion by Mr. Lammi and seconded by Mr. James and unanimously carried, at 6:09 pm.

Respectfully submitted,


Yuselndy Zorrilla
EAJSA Board Recording Secretary