

**MINUTES OF THE
EASTON AREA JOINT SEWER AUTHORITY BOARD
November 17, 2025 Meeting**

- ❖ The regular monthly meeting of the Easton Area Joint Sewer Authority Board was held at 5:00 p.m. on Monday, November 17, 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 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	12/31/2025	X		*
2	Jeffrey Bracken	Wilson Borough	12/31/2029	X		*
3	Luis Campos	City of Easton	12/31/2025		x	*
4	Patrick Caubel	City of Easton	12/31/2028	X		*
4	James Frank	Forks Township	12/31/2029	X		5:01
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), Yuselndy Zorrilla (City of Easton Office Manager of WWTP, and Authority Administrative Assistant).
- ❖ **Agenda and any Amendment Approval:**
A motion was made by Mr. Mauro and seconded by Mr. Riegel, to approve the posted agenda without any amendments. **Motion Carried (10-0).**
- ❖ **Minutes Approval:**
A motion was made by Mr. James and seconded by Mr. Riegel to approve the minutes of the Board's October 20, 2025, regular meeting, with a correction under Finance Committee Report changing the 2024 rebate budget amount from \$644,214.83 to \$ 644,219.43. **Motion Carried (10-0).**

❖ **Courtesy of the floor:**

Ms. Hoffinan 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 stated he added item #6 on the agenda "Riverstar Properties Easement Modification for Force Main Replacement Project" in the event action had to be taken prior to next meeting.

Mr. Gaul stated that work on the Force Main Replacement Project has been delayed due to geologic conditions. While the Authority still has additional time to complete the Project in the area of the Riverstar property under the existing Easement Agreement, the Authority's Engineer expects that an extension of the substantial completion date will be needed for sewer infrastructure improvements and parking lot improvements as part of restoration work in the temporary easement area on the Riverstar property. Further, in light of the delay, the owner of the Riverstar property desires the parking lot improvements elements of restoration be moved to April 2026, instead of being completed in the winter months. Riverstar's Counsel has requested that the parties enter into an Easement Agreement Modification to memorialize these modifications to the Project's expected completion schedule. At this time, the form of a proposed written agreement has not been prepared or agreed to by the parties' representatives; however, Solicitor Gaul believes that an agreement may need to be signed prior to the Authority's next regular meeting.

A Motion was made by Mr. Lammi, and seconded by Mr. James, to authorize the Authority Chairman or Vice Chairman to execute an Easement Agreement Modification with Riverstar to allow the Authority an extension of time to complete Force Main Replacement Project work on the Riverstar property in accordance with the recommendation of the Authority Engineer, and in a form satisfactory to the Authority Solicitor. **Motion Carried (10-0).**

ACCOUNTANT'S REPORT

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

Mr. Blanchfield made a motion, seconded by Mr. Caubel to approve the October 20, 2025, bills for payment in the total amount of \$ 2,847,805.65 **Motion Carried (10-0).**

Mr. James made a motion, seconded by Mr. Hopkins, to approve the Bond Funds Requisition 25-C2025-11 in the amount of \$ 1,056,071.53 in accordance with the Authority Engineer's recommendation. **Motion Carried (10-0).**

ENGINEERING COMMITTEE REPORT

Mr. Hopkins stated the Engineering Committee met on November 12, 2025. He stated some updates were presented on ongoing projects such as the Force Main, Digester and ongoing electrical work done at the plant.

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

Mr. Morgan stated he had one item on the agenda for approval and a couple of updates.

Mr. Morgan presented item # 11-01: **Approval of Design Proposal for Sodium Hypochlorite Piping Repairs and Building Improvements.**

The Engineering Committee directed SCE to obtain a proposal which included engineering design, public bidding

and contract award services to complete following scope of work:

- ✓ Replacement of the fill, feed, and overflow pipping as needed
- ✓ Replacement of the containment pipping as needed
- ✓ Replacement of flexible hoses that connect the Sodium Hypochlorite pump discharge piping to the existing yard pipping feed lines
- ✓ Upgrade of the ventilation system in the building (fans, louvers, and controls as required to meet current standards
- ✓ Replacement of the Chlorine monitoring equipment and associated alarms.

Mr. Morgan stated the last major upgrade to the Chlorine Building was completed during the 2000-2001 time period, when the disinfection chemical utilized at the plant was switched from one-ton containers of Chlorine gas to liquid Sodium Hypochlorite.

Mr. Morgan stated SCE obtained reviewed the attached proposal from BCM-Atlas in the amount of \$38,830.00 for design, bidding, and contract award services to make the repairs and improvements described above.

A Motion was made by Mr. Hopkins, and seconded by Mr. Mauro, to Approve the Design Proposal for Sodium Hypochlorite Pipping Repairs and Building Improvements proposal from BCM-Atlas in the amount of \$38,830.00. **Engineering Memorandum # 11-01. Motion Carried (10-0).**

Mr. Morgan stated this project will be paid of the Capital Line Item of \$407,000.00 on the table he creates yearly.

Mr. Morgan stated the HDT Pipe has been successfully installed underneath the river. Mr. Morgan stated the next step would be to test it to make sure it stays in place. Mr. Morgan stated the general contractor is currently in the process of taking over to connect either side of the Force Main to the pump station and to a small portion existing which ends and drains into a main hole on Route 611.

Mr. Morgan stated that once that work is done there will be some temporary restoration done on the parking lot as Mr. Gaul explained, as well on the park. Mr. Morgan stated that pipe should be fully installed by the end of the year.

Mr. Morgan stated that after that work has been completed and submitted a large payment request which was approved by the Board, he will be applying for the first Grant reimbursement. Mr. Morgan asked Mr. Schimmel to please provide him with Fulton's Bank account routing and account number.

Mr. Morgan stated that proof of cashed check might be required.

Mr. Morgan stated the Digester project is on hold now waiting for equipment. Mr. Morgan added that the Chlorine Tank's painting has been completed. Mr. Morgan stated there is a meeting scheduled after Thanksgiving Holiday to get an update on the Digester Project status and in the future work on getting the Mixers for Digester 1 installed. Mr. Morgan stated March 31st still the date scheduled for completion.

Mr. Morgan stated a new NPDES draft permit from Pennsylvania DEP was received. Mr. Morgan explained this is the operating permit for the plant and is reissued every five years. Mr. Morgan, Mr. Wilson, and Ms. Hoffman reviewed the draft permit and sent a comment letter to DEP. Mr. Morgan stated he will provide an update on this item at the December Board meeting.

PRETREATMENT COMMITTEE REPORT

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

Ms. Hoffman stated some grease and oil issues were addressed with Flying Meatballs industry. Ms. Hoffman stated the industry is having some pH, oil, and grease issues. The industry reported having issues with their chemical meter and they have ordered two pumps to replace those. Ms. Hoffman stated the industry was instructed to increase their oil and grease hauling and cleaning to a monthly basis and add some best management practices.

Ms. Hoffman stated all 2025 inspections will be over by next week Wednesday.

Ms. Hoffman stated the last inspection will be the Prison. Ms. Hoffman stated that after some past issues, the routine walk-through for the inspection must be analyzed before being conducted.

Mr. Lammi asked how the inspection would be conducted. Ms. Hoffman stated it used to be done by Mr. Mezza, who is now retired, but after an incident happened, inspections, for now, will only be done in some areas such as the grinder pump, and review of the paperwork, and then a determination will be made regarding whether additional inspections need to occur.

Mr. Wilson reported Mr. Morgan and Ms. Hoffman received an IPP Award.

FINANCE COMMITTEE REPORT

Mr. Blanchfield stated the Finance Committee stills doing its work in finding all the details about the rebates. Mr. Blanchfield also thanked Mr. Morgan for his assistance in getting this done.

Mr. Blanchfield stated Mr. Schimmel attended online the last Engineering Committee to go over the final review.

Mr. Schimmel stated in the future he would not be providing first drafts to the Board members to avoid confusion.

Mr. Schimmel stated the rebate amount was off by \$5.00 dollars. Mr. Schimmel stated the rebate amount is \$644,319.43.

Mr. Schimmel stated all Municipalities will be getting a rebate except for Palmer Township because it has an outstanding balance of \$ 104,735.26.

Mr. Schimmel stated he will confirm with the Authority's office all the Municipalities' mailing addresses to send out letters and payments.

A Motion was made by Mr. James and seconded by Mr. Caubel, to approve the 2024 Municipal Rebate calculation in the total amount of \$ 644,219.43, as presented, and rebate payments in accordance with the calculation. **Motion Carried (10-0).**

INSURANCE REVIEW COMMITTEE REPORT

Mr. Lammi stated there is no report.

OPERATIONS REPORT

Mr. Wilson stated other than what is in his report, he has one item to add.

Mr. Wilson stated B2 Mixer work is done and should be back in the first week in December.

Mr. Wilson stated he will coordinate with the Motor Control Center project which should be finished around Thanksgiving Holiday and right after that put B2 back into service.

Mr. Morgan stated an update on the Motor Control Center Project will be provide at the December Board meeting.

Mr. Lammi stated he had noticed in the report the new SCADA System is online.

Mr. Wilson stated the previous and new SCADA System run at the same time to make sure there were no issues.

Mr. Wilson stated now the wait is on remote access due to a license issue, after that it is resolved it should be 100%.

Mr. Lammi commented on the importance of confined space training and the need to follow the applicable regulations and standards.

ADDITIONAL REPORT

❖ **Old Business:** N/A

- ❖ **New Business:** A Motion was made by Mr. James, and Seconded by Mr. Riegel to approve the Board Meeting Schedule for 2026, as presented, and its advertising. **Motion Carried (10-0).**

Ms. Hoffman invited all Board members to the plant's Christmas Party Celebration which will be held on Friday December 12, 2025, at 12 Noon.

❖ **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. James and seconded by Mr. Mauro and unanimously carried, at 5:36 pm.

Respectfully submitted,

Yuslenny Zorrilla
EAJSA Board Recording Secretary