

**MINUTES OF  
EASTON SUBURBAN WATER AUTHORITY  
NORTHAMPTON COUNTY, PENNSYLVANIA**

**Easton, PA  
Monday  
May 11, 2015  
3:00 pm**

The members of the Board of the Easton Suburban Water Authority met in stated session at the above hour at the Authority office building, 3700 Hartley Avenue, Easton, PA, for the transaction of general business.

**ROLL CALL**

Present: Timothy A. Cain (Chairman)  
R. Kirkwood Colton  
Dave Hopkins  
Robert Walker  
Theodore Veresink  
David Veshosky  
Donald Lockard  
Wayne Barefoot  
Mary Kennon

Absent:

Also in attendance were Roy White, Executive Director, Craig Swinsburg, Assistant Executive Director; Timothy Ryan, IT Manager; Stephanie Kinsell, Business Manager; Rachel Govelovich, Gannett Fleming Inc; Holly Frantz, Recording Secretary.

**COURTESY OF THE FLOOR**

There was no comment from the floor at this time.

**ACTION ON MINUTES**

On a motion from Mr. Colton, seconded by Mr. Veresink, the minutes of April 13, 2015 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Veshosky, Lockard, Walker, Barefoot, Kennon (9)

Nays: None

## **REPORT OF ENGINEER**

Copies of the Engineer's Report were enclosed with the mailing of the May Board minutes for review prior to the Board Meeting. Updates were provided and reviewed.

## **REPORT OF EXECUTIVE DIRECTOR**

The Management Summary was displayed on the overhead projector and reviewed.

- Service Installations - 3
  - 1 – ¾” 210 Lewis Circle (Palmer Twp)
  - 1 – ¾” 2160 Stocker Mill Road (Palmer Twp)
  - 1 – 1-1/2” Fire 451-557 Cypress Lane (Forks Twp)
- Service Replacements - 3
  - 1 – ¾” 43 South 12<sup>th</sup> Street (Easton)
  - 1 – ¾” 110 North warren Street (Easton)
  - 1 – ¾” 811 Frost Hollow Road (Forks, copper corroded)
- Valves – 1
  - 1 -6” 211 High Street (Borough of Glendon, repacked valve)
- Curb Box Maintenance – 33
  - 9 – COE
  - 24 – ESWA
- Service Information
  - New Meters Installation - 12
    - 2 – 5/8” COE
    - 9 – 5/8” ESWA
    - 1 – 1” ESWA
  - Meter Changes - 86
    - 29 – 5/8” COE
    - 51 – 5/8” ESWA
    - 1 – 3/4” ESWA
    - 1 – 1” ESWA
    - 1 – 2” COE
    - 3 – 3” COE
  - MTU's – 366 (ESWA Installed)
    - 49 - COE
    - 317 – ESWA
  - AMI Project (phase 1 -Installations)
    - 10,969 Installed to date (5/16/15)
    - 4092 remaining

- Turn Off for Non-Payment of Water -37
  - 11 – COE
  - 26 – ESWA
- Turn Off for Non-Payment of Sewer - 17
  - 0 – COE
  - 17 – ESWA
- Flushing
  - Flushing delayed due to repair of the cover on the West Reservoir.
  - Flushing is scheduled to begin on May 26<sup>th</sup> in the Suburban 15<sup>th</sup> Street System which includes West Easton and Wilson.
- Backflow Prevention Program
  - Backflow prevention devices are required on all commercial, industrial, public and multi-unit residential facilities.
  - ESWA began in 2006 following DEP Requirements. In 2012 ESWA began inspecting all required facilities.
  - ESWA to begin termination of service procedures for non-compliance.
    - Failure to respond to inspection request.
    - Failure to install required device.

#### Authority Projects

- Route 611 & Bushkill Creek Bridge Replacement
  - Bridge Contractor began Phase 1 work in late March.
  - ESWA to coordinate water system work outside of PennDOT Project with Bridge Contractor.
- Freemansburg Avenue & Route 33 Bridge Project
  - St Luke's is looking into having the bridge contractor perform the water main relocations work.
  - Contract with R-III Construction is being closed out, pay estimate for approval today with outstanding costs.
- Twin Reservoirs
  - West Reservoir was isolated and drained due to tear in covers.
  - ESWA Personnel drained cover/reservoir, lack of sufficient internal drain system.
  - Corrtch performed inspection of liner and covers on both reservoirs on April 15<sup>th</sup>.
  - Following picture identifies possible tears/rips in cover & repairs made.
  - RTD Industries repaired both covers on April 29<sup>th</sup> & 30<sup>th</sup>.
  - Repair cost \$11,254.50.
  - ESWA personnel completed draining of West Reservoir so deteriorating drain line could be removed.

- Drain Line repair completed on May 6<sup>th</sup>.
  - ESWA Personnel began disinfecting and refilling reservoir on May 7<sup>th</sup>.
  - Reservoir should be placed back in service May 22<sup>nd</sup>.
- Lower Nazareth Township Improvements
  - Water system work completed on February 10<sup>th</sup>.
  - Permanent pavement restoration and landscaping restoration was completed in the April.
- Sheridan Drive
  - Pavement restoration completed in April.
- Columbia, Craigie & South 27<sup>th</sup>
  - Pavement restoration completed in April.
- Lawnherst Avenue
  - Palmer Township overlaying Lawnherst Avenue in 2015.
  - ESWA to transfer water service laterals from 6” cast iron main to 16” ductile iron main that was constructed in the 1990’s.
  - Work began on May 4<sup>th</sup>.
  - Water system work anticipated to be completed by June 12<sup>th</sup>.
  - Trench restoration to be performed in July.
  - Township overlay scheduled to be done in August.
- Lower Nazareth Pump Station & Suction/Discharge Mains
  - Design completed on Hecktown Road 16” discharge main.
  - Provided formal request to Northampton County to construct pump station on northern end of Louise Moore Park.
  - 16” suction main will require crossing Route 33.
  - Begin easement discussions for 16” suction main with property owners.
- Water Treatment Plant
  - GAC Replacement
- Administration
  - Pension Committee Meeting – April 30<sup>th</sup>.
  - Finance Committee Meeting – May 4<sup>th</sup>.
  - Property/Casualty and Workers Compensation
  - Water Plant High Service Pumps
  - Loan Closing - \$3,100,000
  - PennVest Reimbursements
  - PADEP Inspections
    - Distribution System – May 12<sup>th</sup>
    - Water Treatment Plant – May 13<sup>th</sup>
  - Revised Total Coliform Rule
  - Fluoride Ruling – U.S. Department of Health

- Miscellaneous
  - Development Projects
    - First Park 33
      - Warehouse Subdivision (750,000 Sq Ft)
      - Water system construction began in April, will be completed in May.
    - Country Meadows
      - Senior Living facility
      - Water system to be completed in May.
      - Building construction to be phased.
    - Fields at Trio Farms Phase IV
      - 38 Townhouses
      - Water system construction to begin in May.
- 2015 Upcoming Events
  - ESWA Iron Pigs Game
    - Saturday May 23, 2015
    - Game Time 6:35 PM vs Charlotte Knights

### **APPROVAL OF REQUISITIONS**

On a motion from Mr. Barefoot, seconded by Mrs. Kennon, requisitions were approved for payment May 11, 2015 (items 3735-3740, totaling \$549,381.80). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Lockard, Veresink, Veshosky, Walker, Barefoot, Kennon (9)

Nays: None

### **REPORT OF COMMITTEES**

#### **Executive Committee –**

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting to discuss a number of items. Roy discussed Merchants Bank construction loan and the high service pump settlement. They also talked about the filter problem and tapping fees for the City of Easton Project.

#### **Budget and Finance –**

The committee will meet on May 14<sup>th</sup>. They will be reviewing the 5 Year plan and last year's audit.

At this time, Stephanie Kinsell, Business Manager, discussed the following reports: Funds on Deposit April, 2015; Cash Flow Forecast 2015; and Income Statement – Budget Comparison for March 2015.

**Pension Committee –**

Committee did meet and reviewed the pension plan. Every fund we are in is performing at the benchmark. There will be some amendments to the current pension plan which will give more flexibility for both staff and management. That information will be available for our next meeting.

**Retiree Benefits Ad-hoc Committee –**

No Report

**Personnel Committee –**

No Report

**Risk Management Committee –**

No Report.

**Buildings and Properties Committee –**

No Report.

**Ad-Hoc Committee- By Laws-**

No Report.

**REPORT OF SOLICITOR**

No Report

**UNFINISHED BUSINESS**

On a motion from Mr. Colton, seconded by Mrs. Kennon, the Board passed a resolution authorizing certain amendments to the By-Laws of The Easton Suburban Water Authority including: clarifying by calendar dates the time of election of Board Officers, and establishing the term of office of said Officers.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Lockard, Veresink, Veshosky, Walker, Barefoot, Kennon (9)

Nays: None

**ADJOURNMENT**

On a motion from Mr. Veresink, seconded by Mr. Veshosky, the meeting was adjourned at 4:17 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Veshosky, Lockard , Hopkins, Walker, Barefoot, Kennon, Colton, Cain (Chairman) (9)

Nays: None

Respectfully Submitted

Holly L. Frantz  
Recording Secretary