

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

**Easton, PA
Monday
May 9, 2016
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
Theodore Veresink
Robert Walker
Wayne Barefoot
David Veshosky

Absent: Donald Lockard
Mary Kennon

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. Veresink, seconded by Mr. Hopkins, the minutes of April 11, 2016 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Colton, Hopkins, Veresink, Walker, Veshosky, (7)

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 - 1
 - 1 – ¾" 3605 Erie Street (Palmer Township, was fed by well)
- Service Replacements – 1
 - 1 – ¾" 4150 Newburg Road (Lower Nazareth Township, replaced leaking plastic service)
- Fire Hydrant Replacements -4
 - 640 North 13th Street (City of Easton)
 - 364 West St Joseph Street (City of Easton)
 - North Locust Street & Church Street (City of Easton)
 - Hillview Avenue & King Avenue (Palmer Township)
- Fire Hydrant Repairs -2
 - Packer Street & Wilkes Barre Street (City of Easton)
 - Katie Court & Timothy Trail (Forks Township)
- Valves – 3
 - 8" – 2100 Liberty Street (Wilson Borough, repaired)
 - 6" – 2100 Liberty Street (Wilson Borough, repaired)
 - 6" – 640 North 13th Street (City of Easton, repaired)
- Blow Offs – 1
 - 2" – Destiny Lane (Forks Township, repaired)
- New Meters Installation – 18
 - 1 – 5/8" COE
 - 14 – 5/8" ESWA
 - 3 – 1" ESWA
- Meter Changes - 127
 - 28– 5/8" COE
 - 86 – 5/8" ESWA
 - 2 – 3/4" COE
 - 1 – ¾" ESWA
 - 3 – 1" COE
 - 1 – 1-1/2" ESWA
 - 4 – 2" ESWA
 - 1 – 3" ESWA
 - 1 – 6" ESWA
- MTU's – 110

- 38 - COE
- 72 – ESWA

- Turn Off for Non-Payment of Water -36
 - 27 – COE
 - 9 – ESWA
- Turn Off for Non-Payment of Sewer - 22
 - 0 – COE
 - 22 – ESWA

Authority Projects

- Wilden Acres Tank Painting
 - Contractor began mobilizing the week of March 28th.
 - ESWA staff took the tank out of service on April 4th.
 - Progress has been slow, ESWA issued Liquidated Damage notice if work not completed by May 16th.
 - Goal of having work completed by the end of May, tank back in service in early June.

- Morgan Hill High Service Pump Station
 - Pump 1 should be put back into service in May.

- Knox Avenue Pump Station
 - Gannett Fleming completed review for impellers for pumps 3 & 4. Larger impellers were ordered will increase output from 3,300 gpm to 3,700 gpm.

- North High Pump Station
 - Gannett Fleming reviewing hydraulics of going with larger impellers for pumps 1 and 2.

- Pavement Restoration
 - Pavement restoration completed on Hodle Avenue on April 15th.
 - Pavement restoration completed on Hay Terrace, Lilac Lane, Washington Street and Watson Street on April 26th.
 - Additional paving work performed on Washington Street by ESWA contractor will be invoiced to Palmer Township.
 - Pavement restoration completed on Berks Street on April 27th.
 - Pay Estimate 1 (Final) prepared for today's meeting.

- Route 611 Bridge Replacement

- Work began on the replacement of the 16” water main crossing the Bushkill Creek bridge on Monday April 4th.
 - New water main installation completed on April 19th.
 - Bridge decking poured on April 20th, requires a 14 day curing period.
 - Testing of main to be performed the week of May 9th (after curing completed)
 - Once testing is completed, service laterals must be transferred to the new main and the old main must be abandoned.
 - Anticipating water system work to be completed by May 20th.
- Bethlehem Township Improvements (KCE)
 - Survey began the week of May 2nd.
 - Palmer Township Improvements (KCE)
 - Survey completed week of April 25th.
 - Canal Street Improvements (GF)’
 - Survey completed.
 - Wood Avenue Improvements (GF)
 - Survey completed.
 - Crescent Street Water System Improvements
 - Borough of Glendon will be completely reconstructing Crescent Street this summer.
 - ESWA will be replacing 400’ of 6” CIP with 700’ of 8” DIP.
 - Will loop new main eliminating the dead ends on Crescent & High Streets.
 - Service laterals to be reconnected or replaced (if not copper)
 - Work started the week of April 25th and should be completed by the end of May.

Flushing

- North High System (Forks)
 - Started April 20th and should be completed May 20th.
 - Will flush the 15th Street System once North High System is completed.

Administration

- 457 Meeting with Principal & Morgan Stanley held on April 27th
- Annual Audited Financial Statements
 - SOC1 Report

Water Quality & Treatment

- Enhanced Surface Water Treatment Rule
- Algae Bloom

- What we have done so far
 - Updated our GIS, updated ESWA Service Lateral Materials
 - ESWA records
 - Used Property Records, Year Built, etc...
 - Used ESWA work order history
- Plan Steps
 - Over the next month, we will search through data in house and get the services that may be lead more accurate.
 - Will use Old Construction Records, previous work and replacements.
 - Compare previous lead replacements with area of “possible lead services”.

APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mr. Walker, requisitions were approved for payment May 9, 2016 (items 3797-3799, totaling \$83,033.05). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Colton, Hopkins, Veresink,, Walker, Veshosky (7)

Nays: None

On a motion from Mr. Barefoot, seconded by Mr. Hopkins, requisition number 3800 for \$111,558.40 was approved for payment with the payment being withheld from contractor until such time management has satisfaction that the project is completed and filter is back in service.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Colton, Hopkins, Veresink,, Walker, Veshosky (7)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting to discuss the lead issue and remediation.

Budget and Finance –

No Report

At this time, Stephanie Kinsell, Business Manager, discussed the following reports: Funds on Deposit April, 2016; Cash Flow Forecast 2016; and Income Statement – Budget Comparison for March 2016.

Pension Committee –

Mr. Barefoot stated the pension committee had a meeting with Morgan Stanley and Principal to review where we were at and through the end of the year.

Retiree Benefits Ad-hoc Committee –

No Report

Personnel Committee –

No Report

Risk Management Committee –

No Report.

Buildings and Properties Committee –

No Report.

REPORT OF SOLICITOR

No Report

ADJOURNMENT

On a motion from Mr. Colton, seconded by Mr. Veshosky, the meeting was adjourned at 3:54 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Barefoot, Veresink, Hopkins, Walker, Colton, Veshosky (7)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary