

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

**Easton, PA  
Monday  
April 13, 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; Thomas Walters, Solicitor, Lewis & Walters; 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. Veshosky, the minutes of March 9, 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 April 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
  - 17 – ¾” Sterling Crossing Phase 1 (Lower Nazareth Township)
  - 25 – ¾” Saratoga Farms Phase 1 (Lower Nazareth Township)
- Service Replacements - 7
  - 1 – 1” 1400 South 25<sup>th</sup> Street (Palmer)
  - 2 – ¾” 614/616 Valley Street (Easton)
  - 2 – ¾” 128/130 West Lincoln Street (Easton)
  - 1 – ¾” 172 Shawnee Avenue (Easton)
  - 1 – ¾” 689 Pearl Street (Easton)
- Main Breaks -5
  - 8” – Freemansburg Avenue & Sheridan Drive (Palmer, Radial)
  - 6” – 3103 Hodle Avenue (Bethlehem, Radial)
  - 6” – 12 Beaver Lane (Palmer, Radial)
  - 6” – 3621 Timberlane Drive (Palmer, Radial)
  - 3” – 689 Pearl Street (Easton, Radial)
- New Hydrants – 4
  - Freemansburg Dental
    - 2024 Farmersville Rd
  - Saratoga Farms
    - South Saratoga Drive & Derby Lane
    - South Saratoga Drive & Belmont Drive
    - Belmont Drive & Derby Lane
- Repaired Hydrants – 1
  - Cattell Street & Monroe Street (City of Easton, damaged by vehicle, billed to driver)
- Curb Box Maintenance – 10
  - 4 – COE
  - 6 – ESWA
- Service Information
  - New Meters Installation - 18
    - 1 – 5/8” COE

- 15 – 5/8” ESWA
  - 2 – 2” ESWA
- Meter Changes - 58
  - 27 – 5/8” COE
  - 28 – 5/8” ESWA
  - 2 – 1” ESWA
  - 1 – 3” COE
- MTU’s – 391 (ESWA Installed)
  - 48 - COE
  - 343 – ESWA
- AMI Project
  - 5,813 Installed to date
  - Started Second Section (billing Section 3)
  - Minimal customer complaints
- Turn Off for Non-Payment of Water -44
  - 21 – COE
  - 23 – ESWA
- Turn Off for Non-Payment of Sewer - 11
  - 0 – COE
  - 11 – ESWA
- Flushing
  - Flushing is tentatively scheduled to begin on April 6, 2015.

#### 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.
- Twin Reservoirs
  - ESWA Personnel worked to drain covers as snow/ice melted for upcoming inspection.
  - As ice melted, a large tear was found in the West Reservoir Cover.
  - Reservoir was isolated and personnel began draining the West Reservoir.
  - ESWA soliciting proposals to repair the cover.
  - Twin Reservoir Study Implications.

- Tank Maintenance Program 2015
  - Wilden Acres Tank
    - Painting and minor renovations to be done in the Fall of 2015.
    - Board approved advertising for bids in March.
    - Tentively scheduled to advertise for bids the week of April 27<sup>th</sup>.
  - North High Tank & Butztown Reservoir Cleaning will be performed once West Twin Reservoir cover is repaired and Reservoir is back in service.
  
- Meter Reading (AMI) Project
  - 5,813 as of 4/9/15 Installed
  - 9,245 remaining
  
- Lower Nazareth Township Improvements
  - Contractor began work the week of January 5, 2015.
  - Water system work completed on February 10<sup>th</sup>..
  - Permanent pavement restoration and landscaping restoration to be completed in the April.
  
- Tank Maintenance Program 2015
  - Wilden Acres Tank to be refurbished and repainted in 2015. Gannett Fleming is proceeding with Engineering and anticipated bid in late Spring/early Summer with painting being performed in the Fall.
  - North High Tank to be drained and cleaned in the Spring.
  - Butztown Reservoir to be drained, cleaned and minor repairs made in the Spring.
  
- Daniel's Road Water Main
  - PennDOT Schedule
  - Warehouse Developer
  
- Water Treatment Plant
  - GAC replacement starts today.
  - Project scope and proposals
    - High service pump conversions
    - Caustic storage addition
  
- Administration
  - PennVest reimbursements
  
  - PennVest intercreditor agreement
  
  - 2014 Audit

- Miscellaneous
  - Development Projects
    - Sterling Crossing
      - Phase 1 Water System Complete
    - Saratoga Farms
      - Phase 1 Water System Complete
    - Madison Farms
      - Commercial & Apartment Buildings Under Construction
      - July 2015 Opening for Shop Rite and Commercial Portion
    - Madison at Palmerview
      - Apartment Buildings Under Construction.
      - Rental Office Open
- 2015 Upcoming Events
  - ESWA Iron Pigs Game
    - Saturday May 23, 2015
    - Game Time 6:35 PM vs Charlotte Knights
    - Invites to come in March 2015

### **APPROVAL OF REQUISITIONS**

On a motion from Mr. Barefoot, seconded by Mr. Lockard, requisitions were approved for payment April 13, 2015 (items 3730-3734, totaling \$147,017.31). 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 the on-going water plant settlement. They also talked about the twin reservoir cover, Merchants Bank loan and PennVest.

#### **Budget and Finance –**

No Report

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

**Pension Committee –**  
No Report

**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

**ADJOURNMENT**

On a motion from Mr. Veresink, seconded by Mr. Barefoot, the meeting was adjourned at 3:59 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