

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

**Easton, PA
Monday
February 8, 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 (Via Phone)
Dave Hopkins
Theodore Veresink
Robert Walker
Donald Lockard
Wayne Barefoot (Via Skype)
Mary Kennon

Absent: David Veshosky

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. Hopkins, the minutes of January 11, 2016 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Walker, Lockard, Barefoot, Kennon (8)

Nays: None

REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the January 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” 4121 Green Pond Road (Bethlehem Township, well)
 - 1 – ¾” 356 Berkley Street (Palmer Township, well)
 - 1 – ¾” 1610 Cherry Avenue (Forks Township)
- Service Replacements – 3
 - 1 – ¾” 115 Spring Street (West Easton, replaced lead service)
 - 1 – ¾” 124 Bushkill Drive (Easton, replaced leaking lead service)
 - 1 – ¾” 287 West Madison Street (Easton, replaced/relocated service lateral)
- Main Breaks – 10
 - 3” – 30 South Sitgreaves Street (City of Easton, radial)
 - 4” – 600 Block of Church Street (City of Easton, radial)
 - 6” – 247 Delores Lane (Lower Nazareth Township, radial)
 - 6” – 654 Arndt Road (Forks Township, radial)
 - 6” – 654 Arndt Road (Forks Township, radial)
 - 6” – 3635 Southwood Drive (Palmer Township, radial)
 - 6” – Broad Street & Liberty Street (Palmer Township, universal joint)
 - 6” – 1500 Waverly Street (Forks Township, radial)
 - 8” – Davis Street (City of Easton, abandoned main)
 - 8” – 5 Brentwood Avenue (Palmer Township)
- Main Installations
 - St Luke's Medical Office Building (Bethlehem Township, Anderson Campus)
 - 905' of 8” in an easement
 - 29' of 6” for hydrant laterals
 - Brentwood Avenue (Palmer Township, ESWA)
 - 684' of 8” on Brentwood Avenue
 - 6' of 6” for hydrant laterals
- New Hydrants
 - St Luke's Medical Office Building
 - 4 Private Hydrants
- Replaced Hydrants
 - Brentwood Avenue & Beaver Lane (Palmer Township)

- Repaired Hydrants
 - 24th Street & Sycamore Street (Borough of Wilson)
 - 3411 Northwood Avenue (Palmer Township)

- New Meters Installation – 12
 - 7 – 5/8” ESWA
 - 1 – 1” ESWA
 - 1 – 1-1-2 ESWA
 - 3 – 3” ESWA

- Meter Changes - 137
 - 18 – 5/8” COE
 - 108 – 5/8” ESWA
 - 2 – 3/4” ESWA
 - 4 – 1” ESWA
 - 1- 1-1/2” COE
 - 1 –1-1/2” ESWA
 - 2 – 2” COE
 - 1 – 6” COE

- MTU’s – 95
 - 33 - COE
 - 62 – ESWA

- Turn Off for Non-Payment of Water -49
 - 15 – COE
 - 34 – ESWA

- Turn Off for Non-Payment of Sewer - 0
 - 0 – COE
 - 0 – ESWA

Authority Projects

- Wilden Acres Tank Painting
 - Work Halted on January 22nd.
 - Tank disinfected, filled and tested week of February 1st.
 - Tank to be placed back in service on February 8th.
 - Work will resume in March once weather is satisfactory.
 - Interior is complete.
 - Exterior blasted and primed with exception of roof.

- Morgan Hill High Service Pump Station
 - Pump 2 was removed on November 20th for refurbishment and should be back in service in early February..
 - Pump 1 will be removed and refurbished once pump 2 is back in service.

- Knox Avenue Pump Station
 - Pump 3 will be inspected and/or repaired by Kohl Brothers in February..
 - The pump is in operation but is being closely monitored.

- Hay Terrace, Lilac Lane, Washington Street & Watson Street Project
 - Several main breaks in recent years on all streets – main replacement projects.
 - Palmer Township planning to overlay the streets
 - Water system work completed on December 10th.
 - Temporary trench restoration was completed the week of December 18th.
 - Permanent trench restoration will be performed in the spring of 2016.

Water Quality & Treatment

- Best Available Technology
 - Disinfection – Meeting February 18th
- U.S. Food and Drug Administration
- DRBC Withdraw Permit – Delaware River Withdrawal Permit
- Lead issue
- RTCR – Site Monitoring Plan
 - Meeting with PADEP – February 11th

APPROVAL OF REQUISITIONS

On a motion from Mr. Walker, seconded by Mrs. Kennon, requisitions were approved for payment February 8, 2016 (items 3782-3785, totaling \$218,048.96). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Barefoot, Walker, Lockard, Kennon (8)

Nays: None

REPORT OF COMMITTEES

Executive Committee –

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting to discuss several items including the lead issues and the main break and sinkhole on Brentwood Avenue in Palmer Township.

Budget and Finance –

No Report

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

REPORT OF SOLICITOR

No Report

NEW BUSINESS

On a motion from Mr. Veresink, seconded by Mrs. Kennon, the Board accepted a proposal dated February 5, 2016 from Keystone Consulting Engineers for professional services, not to exceed \$4700.00, for street restoration projects and authorizing the Authority to advertise for bids.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Barefoot, Walker, Lockard, Kennon (8)

Nays: None

EXECUTIVE SESSION

The Board entered into Executive Session at 3:55 PM to discuss a legal matter. The Board resumed regular session at 4:34 PM.

ADJOURNMENT

On a motion from Mr. Veresink, seconded by Mrs. Kennon, the meeting was adjourned at 4:35 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Veresink, , Lockard, Hopkins, Walker, Barefoot, Colton, Kennon (8)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary