

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

**Easton, PA  
Monday  
July 8, 2019  
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)  
Wayne Barefoot  
Mike Moorehead  
Joe Mauro  
Theodore Veresink  
Robert Walker  
Mary Kennon  
David Hopkins

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; Rachel Govelovich, Gannett Fleming Inc;

**COURTESY OF THE FLOOR**

There were no comments from the floor at this time.

**ACTION ON MINUTES**

On a motion from Mr. Moorehead, seconded by Mr. Veresink, the minutes of the June 10, 2019 meeting were approved with correction. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain, Barefoot, Kennon, Walker, Veresink, Mauro, Hopkins, Moorehead (8)

Nays: None

## REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the June 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 Lateral Replacements - 1
  - 1 – 3/4" 4103 Gradwohl Switch Road (Lower Nazareth, Leaking Plastic)
- Blow Off Repairs – 2
  - 1" blow off on Winfield Court (Palmer)
  - 2" blow off at 3730 Nicholas Street (Palmer)
- Valve Repairs – 6
  - Repaired 2 – 6" valves at Burrowes Street & Keane Street (Palmer)
  - Repaired 6" valve at 2630 Tamlynn Court (Palmer)
  - Repaired 6" valve at Miller Street & Lennox Street (Wilson)
  - Repaired 6" valve at 2414 Butler Street (Wilson)
  - Repaired 6" valve at 23<sup>RD</sup> Street & hay Street (Wilson)
- New Meters Installation – 17
  - 1 – 5/8" COE
  - 16 – 5/8" ESWA
- Meter Changes - 187
  - 13 – 5/8" COE
  - 162 – 5/8" ESWA
  - 2 – 3/4" ESWA
  - 2 – 1" COE
  - 2 – 1" ESWA
  - 1 – 1-1/2" COE
  - 1 – 3" COE
  - 3 – 4" COE
  - 1 – 6" ESWA
- MTU's - 181
  - 99 - COE
  - 82 – ESWA
- Turn Off for Non-Payment of Water -33
  - 14 – COE
  - 19– ESWA
- Turn Off for Non-Payment of Sewer - 15
  - 15 – COE

## Customer Service

- Bill Date: 4/18/19, Due 5/20/19
  - Meters Read & Billed = 12,991
  - Amount billed = \$1,299,208
- June 2019
  - Termination List 6/13/19
  - Termination Calls = 249
  - 71 Termination door hangers
  - 0 Payment agreements /"will pay"
- Actual Terminations
  - ESWA – 18
  - COE – 14

## Authority Projects

- Twin Reservoirs Cover Replacement
  - ESWA isolated East Reservoir on June 14<sup>th</sup>, 2019 and began draining on June 17<sup>th</sup>.
  - Contractor began removing existing cover on July 1<sup>st</sup>, 2019.
  - New liner and cover installed to be completed by end of July.
  - Will take approximately two weeks to refill and test once the new liner and cover is completed.
- Knox Avenue Pump Station Upgrades
  - Proceeding with bid award, etc.
- Lower Nazareth Project
  - Route 191 PennDOT Permit was received.
  - Route 33 PennDOT Permit Application submitted on June 7<sup>th</sup>. Response letter received on July 5<sup>th</sup>.
  - Extension was granted for Land Development Approval from Lower Nazareth Township.
- Queen Street Project
  - Meeting with Palmer Township on July 11<sup>th</sup> to discuss pavement restoration.
  - Bids opened on July 2<sup>nd</sup>. 4 bids received, low bid was \$1,135,448, high bid was \$1,484,412.
  - Low bidder is Doli Construction.
  - ESWA staff recommends awarding to Doli based on Engineer and Solicitor Review.
  - Updated Schedule:
    - October 31, 2019: Substantial Completion
    - May 31, 2020: Final Completion

- Flushing
  - Flushing will be completed in Knox Avenue System on July 15<sup>th</sup>.
  - Will begin flushing the 15<sup>th</sup> Street system on July 16<sup>th</sup>.
- Valve Inspection
  - Distribution Department began valve inspection/exercising in March (9,457).
    - Have inspected 4,502 Valves to date.
    - 47% completed
      - 4,955 valves still need to be inspected.

#### Administration

- Legislation
- HB's 1203 and 1563

#### Operation

- Sampling Requirements, Sample Sites
  - Lead and Copper
  - Disinfectant Bi-Products

### APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mrs. Kennon, requisitions were approved for payment July 8, 2019 (items 3997-3999, totaling \$90,411.06). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain, Barefoot, Kennon, Walker, Veresink, Mauro, Hopkins, Moorehead (8)

Nays: None

### REPORT OF COMMITTEES

#### **Executive Committee –**

Mr. Cain, Chairperson, stated that the Executive Committee met prior to the Board Meeting. They discussed the two house bills and reviewed the award for the Queen Street Project. They also discussed facility security. They are considering participating in the Open to the Public meeting coming up.

#### **Budget and Finance –**

No Report

At this time, Stephanie Kinsell, discussed the following reports: Funds on Deposit June, 2018; Cash Flow Forecast 2018; and Income Statement – Budget Comparison for May, 2018.

**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**

On a motion from Mr. Barefoot, seconded by Mr. Moorehead, the Board authorizing the acceptance of a certain amended funding offer dated July 1, 2019 from Pennsylvania Infrastructure Investment Authority required by the Authority in the aggregate principal amount of up to \$7,617,500.00 for the purpose of providing funds to finance the improvements and upgrade to the Easton Suburban Water Authority in Lower Nazareth Township Water Distribution System and to pay costs and expenses of securing such loans authorizing the execution and delivery of pledges as more specifically defined in the offer proving the forms, terms and conditions of a certain funding offer issued by the same and authorizing execution of loan documents and the authentication of the delivery of the same and as such other matters that would be consistent with the acceptance of the funding offer.

Motion adopted by the following vote:

Yeas: Cain, Barefoot, Kennon, Walker, Veresink, Mauro, Hopkins, Moorehead (8)

Nays: None

On a motion from Mr. Veresink, seconded by Mr. Walker, the Board authorized the acceptance of the bid of Doli Construction Corporation in the amount of \$878,882.00 total basic bid; \$35,250.00 total unforeseen bid; \$53,191.00 total alternate 1 Bid \$82,260.00 total alternate 2 bid; \$46,588.00 total alternate 3 bid and \$168,125.00 total alternate 4 bid and authorizing the awarding of said contract to the same subject to the terms and conditions pursuant to a certain project manual dated June 2019 for the purpose of replacement of approximately 5,700 lineal feet or replacement and pavement restoration, on five roads in palmer Township, Northampton County, Pennsylvania.

Motion adopted by the following vote:

Yeas: Cain, Barefoot, Kennon, Walker, Veresink, Mauro, Hopkins, Moorehead (8)

Nays: None

**ADJOURNMENT**

On a motion from Mr. Moorehead, seconded by Mr. Veresink, the meeting was adjourned at 3:40 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain, Barefoot, Walker, Kennon, Veresink, Mauro, Hopkins, Moorehead (8)

Nays: None

Respectfully Submitted

Holly L. Frantz  
Recording Secretary