

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

**Easton, PA
Monday
June 8, 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
Theodore Veresink
David Veshosky
Donald Lockard
Wayne Barefoot
Mary Kennon

Absent: Robert Walker

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. Barefoot, the minutes of May 11, 2015 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Veshosky, Lockard, Barefoot, Kennon (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 Installations - 7
 - 5 – 1" East St Joseph Street (Easton, Housing Authority)
 - 1 – 4" Country Meadows (Forks)
 - 1 – 8" Fire Country Meadows (Forks)
- Service Replacements - 2
 - 1 – ¾" 209 North 10th Street (Easton, galvanized service)
 - 1 – ¾" 226 West Lincoln Street (Easton, lead service)
- Main Breaks – 2
 - 6" – Highlands Blvd & Vista Drive (Easton, Ductile Iron Pipe Deterioration)
 - 6" – 2985 Oregon Street (Palmer, radial break)
- Service Reconnections – 30
 - Lawnherst Project
 - 28 – ¾" Service Reconnections
 - 1 – 2" Service Reconnection
 - 1 – 6" Fire Service Reconnection
- New Hydrants – 2
 - Country Meadows (Forks)
 - Newlins Road & Appian Way
 - Newlins Road & North Way
- Replaced Hydrants – 1
 - Lawnherst Project
 - Lawnherst Avenue & Whitfield Street
- Curb Box Maintenance – 10
 - 8 – COE
 - 2 – ESWA
- Service Information
 - New Meters Installation - 24
 - 5 – 5/8" COE
 - 14 – 5/8" ESWA
 - 3 – 1" ESWA

- 1 – 2” ESWA
 - 1 – 3” ESWA
- Meter Changes - 71
 - 19 – 5/8” COE
 - 40 – 5/8” ESWA
 - 1 – 3/4” ESWA
 - 1 – 1” COE
 - 4 – 1-1/2 ESWA
 - 1 – 2” COE
 - 1 – 2” ESWA
 - 1 – 3” ESWA
 - 3 – 4” ESWA
- MTU’s – 260 (ESWA Installed)
 - 41 - COE
 - 219 – ESWA
- AMI Project -
 - Install Contractor Completed work Friday 6/5/15.
 - 14,493 installed to date 0 remaining in contract (just corrective work)
 - Remaining (607) to be installed by ESWA staff
 - Total under contract was 15,100.
 - Logic Software – Configured and at Manufacture testing now. ESWA should have available for testing by next meeting.
- Turn Off for Non-Payment of Water -44
 - 11 – COE
 - 33 – ESWA
- Turn Off for Non-Payment of Sewer - 17
 - 17 – COE
 - 0 – ESWA
- Flushing
 - Flushing was started on June 2, 2015 in the Knox Avenue System, starting in the southwest portion of Forks Township and northern portion of Palmer Township.
 - Will continue flushing Knox System due to Wilden Acres Tank being painted in the fall.

Authority Projects

- Freemansburg Avenue & Route 33 Bridge Project
 - Contract with R-III Construction is being closed out, awaiting final documents for execution.
 - Bridge Contractor’s subcontractor began the waterline relocation in mid May.

- The bore has been completed and 75% of piping. Subcontractor is awaiting delivery of material in order to complete the relocation work.
- Twin Reservoirs
 - ESWA personnel began disinfecting and refilling West Reservoir on May 8th.
 - Disinfection / filling was completed on May 18th.
 - ESWA performed two rounds of check samples on the West Reservoir.
 - West Reservoir was placed back into service on May 21st,
- Lower Nazareth Township Improvements
 - All water system and restoration work has been completed.
 - Contract will be closed out with final pay estimate at the July Board Meeting.
- 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 4th and completed on May 22nd.
 - Trench restoration to be performed in July.
 - Township overlay scheduled to be done in August.
- Oregon Street
 - ESWA 2015 Capital Budget Item.
 - 1,500’ of 6” CIP to be replaced with 8” DIP.
 - Main break history/sinkhole prone.
 - Added additional block (500’) to project, will now be between Greenwood Avenue and Hobson Street.
 - Main installation began on June 1st.
 - Water system work anticipated to be completed in early July.
 - Restoration to be completed in late summer/early fall.
- Washington Boulevard
 - ESWA 2015 Capital Budget Item
 - 1,200’ of 6” CIP to be replaced with 12” DIP between 20th & 22nd Streets.
 - Main break history/universal joint CIP.
 - Added additional 200’ to replace main on Warrior Lane at Wilson High School, will provide increase in fire protection.
 - Main installation to begin on June 15th.
 - Water system work anticipated to be completed in the end of July.
 - Restoration to be completed in the Fall.

- 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. Awaiting response from County.

Water Treatment Plant

- Taste and Odor
- O & M Manual
- Chemical Storage
- High Service Pump Conversion / ACT 129

- Administration
 - Closed on \$3.1 Million bank loan
 - Received final PennVEST payment - \$215,615
 - Finance Committee Meeting – May 4th.
 - PADEP System Inspections
 - Employee Resignations
 - Pension Committee – Amendments to 457 (b)

- Miscellaneous
 - Development Projects
 - First Park 33
 - Warehouse Subdivision (750,000 Sq Ft)
 - Water system construction began in April, will be completed in June.
 - Fields at Trio Farms Phase IV
 - 38 Townhouses
 - Water system construction began in May, will be completed in June.

- 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 June 8, 2015 (items 3741-3747, totaling \$940,156.46). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Lockard, Veresink, Veshosky, Barefoot, 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 the water treatment plant pump issues.

Budget and Finance –

Mr. Barefoot stated that the 2014 Audit was distributed to the Board at the May Board meeting. He stated that Keith did not have any adjusting entries to the statements that the Board had viewed all year.

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

UNFINISHED BUSINESS

On a motion from Mr. Barefoot seconded by Mr. Hopkins, the Board passed a resolution authorizing the acceptance of the bid of Pro-Spec Corporation a/k/a Pro-Spek Painting., in the amount of \$336,235.00 and authorizing the awarding of said contract to the same subject to certain terms and conditions pursuant to a certain project manual dated May, 2015 for the purpose of repainting of the Wilden Acres Water storage Tank.

Motion adopted by the following vote:

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

Nays: None

EXECUTIVE SESSION

The Board entered into executive session at 4:07 pm to discuss a legal issue. The Board resumed regular session at 4:20 PM.

ADJOURNMENT

On a motion from Mr. Colton, seconded by Mr. Veresink, the meeting was adjourned at 4:21 pm. No public comment was received.

Motion adopted by the following vote:

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

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary