

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

**Easton, PA
Monday
September 14, 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
Wayne Barefoot
Mary Kennon
Robert Walker
David Veshosky
Donald Lockard

Absent: None

Also in attendance were Roy White, Executive Director, Craig Swinsburg, Assistant Executive Director; Timothy Ryan, IT Manager; Thomas Walters, Solicitor, Lewis & Walters; Rachel Govelovich, Gannett Fleming Inc; Holly Frantz, Recording Secretary.

COURTESY OF THE FLOOR

There is no comment from the floor at this time.

ACTION ON MINUTES

On a motion from Mr. Veresink, seconded by Mr. Barefoot, the minutes of August 10, 2015 were approved. No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Walker, Barefoot, Kennon, Veshosky, Lockard (9)

Nays: None

REPORT OF ENGINEER

Copies of the Engineer's Report were enclosed with the mailing of the September 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 - 4
 - 1 – ¾” 575 Cedarville Road (Williams Township)
 - 1 – ¾” 1900 Wood Avenue (Wilson Borough)
 - 1 – ¾” 3710 Country Club Road (Bethlehem Township)
 - 1 – ¾” 1000 Newlins Road West (Forks Township)
- Service Replacements - 9
 - 2 – ¾” 704/706 Palmer Street (West Easton, lead services)
 - 1 – ¾” 106 North Warren Street (Easton, lead service)
 - 1 – ¾” 107 North Warren Street (Easton, lead service)
 - 1 – ¾” 213 East Lafayette Street (Easton, lead service)
 - 1 – ¾” 4636 Fir Drive (Lower Nazareth Township, leaking plastic service)
 - 3 – ¾” 2810 & 2950 Green Pond Road & 41 N. Greenwood Avenue (Palmer Township, abandoned private line)
- Service Repair – 1
 - 1 – ¾” 79 Lynwood Avenue (Palmer Township, repaired leaking copper service)
- Main Breaks – 1
 - 4” – Iron Street & Milton Street (Easton, Universal Joint Leak)
- Repaired Hydrants – 4
 - Nesquehoning Street & McKeen Street (City of Easton)
 - 12th Street (Paxinosa School, City of Easton)
 - Arts Trail (City of Easton)
 - 251 Timothy Avenue (Lower Nazareth Township)
- Replaced Hydrants – 1
 - Fir Drive & Magnolia Lane (Lower Nazareth Township)
- Valves
 - 1 – 6” Appleblossom Road & George Street (Forks Township, repacked leaking valve)
- Blow Offs – 1
 - 1 – 2” 374 Arlington Street (Palmer Township, repaired broken blow off)

- Curb Box Maintenance – 7
 - 3 – COE
 - 4 – ESWA

- New Meters Installation - 14
 - 3 – 5/8” COE
 - 8 – 5/8” ESWA
 - 1 – ¾” ESWA
 - 1 – 1” ESWA
 - 1 – 2” ESWA

- Meter Changes - 61
 - 15 – 5/8” COE
 - 39 – 5/8” ESWA
 - 1 – ¾” ESWA
 - 3 – 1” ESWA
 - 2 – 2” COE
 - 1 – 2” ESWA

- MTU’s – 271 (ESWA Installed)
 - 105 - COE
 - 174 – ESWA

- AMI Project -
 - Senus Logic Software Live:
 - August 27
 - Import historical data in September from old system.
 - Final payment approval today.
 - Payment held until final contract documents are received.

- Turn Off for Non-Payment of Water -41
 - 23 – COE
 - 18 – ESWA

- Turn Off for Non-Payment of Sewer - 2
 - 0 – COE
 - 2 – ESWA

- Flushing
 - Flushing was started in Lower Nazareth Township on August 12th and was completed on September 1st.
 - Knox Avenue and Lower Nazareth were completed prior to Wilden Acres Tank being taken out of service for painting.
 - The North High System (Forks Township) was started on September 2nd and is scheduled to be completed in early October.

- Water Used: 6,639,176 gallons
- Year To Date: 20,579,018 gallons

Authority Projects

- Wilden Acres Tank Painting
 - Tank Taken out of service Monday September 14th.
 - Pro-Spec will be mobilizing this week.
 - Work is scheduled to be completed in mid - November, with the tank being placed back in service by December 1st.
- Hodle Avenue
 - ESWA to replace 1,500' of 6" cast iron main with 8" ductile iron water main.
 - Several water main breaks over last five years.
 - Sinkhole prone area.
 - Water system work to begin in middle of September and should be completed by the middle of October.
- Morgan Hill High Service Pumping Station
 - Pump 3 was removed on August 3rd and is being rebuilt by Kohls Brothers.
 - Pump 3 was cleaned and rebuilt by Kohls Brothers. The pump motor is also being cleaned.
 - Pump 3 should be reinstalled and placed back in service the week of September 14th..
 - Maintenance will be scheduled on Pumps 1 and 2 during our lower demand period.

Water Treatment Plant

- Filter Media Replacement
- Hypochlorite Tank Replacement
- Algae Toxins
- Plant Treatment Techniques Study
- Treatment Chemical Storage

Administration

- Emergency Response Plant Revision
- Right to Know Policy
- 2016 Budgets
- 2016 Wage & Benefits

APPROVAL OF REQUISITIONS

On a motion from Mr. Barefoot, seconded by Mrs. Kennon, requisitions were approved for payment September 14, 2015 (items 3761-3766, totaling \$454,983.05). No public comment was received.

Motion adopted by the following vote:

Yeas: Cain (Chairman), Colton, Hopkins, Veresink, Walker, Barefoot, Kennon, Lockard, Veshosky (9)

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 water quality issues and the emergency response plan.

Budget and Finance –

No Report

At this time Mr. Barefoot discussed the following reports: Funds on Deposit August, 2015; Cash Flow Forecast 2015; and Income Statement – Budget Comparison for July 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

NEW BUSINESS

On a motion from Mr. Walker, seconded by Mr. Barefoot the Board accepted a proposal from Gannett Fleming dated September 10, 2015 to Evaluate Adequacy of Existing Total System Storage, Identify and Evaluate Storage improvements and Evaluate the Integrity of the Twin Reservoirs.

ADJOURNMENT

On a motion from Mr. Colton, seconded by Mr. Veresink, the meeting was adjourned at 4:18 pm. No public comment was received.

Motion adopted by the following vote:

Yeas: Veresink, Veshosky, Lockard, Hopkins, Barefoot, Walker, Kennon, Colton, Cain (Chairman) (9)

Nays: None

Respectfully Submitted

Holly L. Frantz
Recording Secretary