

NORTHAMPTON BOROUGH MUNICIPAL AUTHORITY
M I N U T E S

Northampton, PA – October 8, 2024

The regular monthly meeting of the Board of the Northampton Borough Municipal Authority (NBMA) was held at 5:00 p.m. on October 8, 2024 in the NBMA Edward D. Hozza, Sr., Board Room, 1 Clear Springs Drive, Northampton, PA. Vice Chairman Glassic, Board Members Haldeman and Hucaluk were present. Also, in attendance were, Mr. Stephen J. Kerbacher, General Manager/ Secretary, Mrs. Lori Schwartz, Treasurer/ Comptroller and Mr. Scott Steirer, Solicitor. Chairman Deily attended via tele-conference. Board Member Lopsonzski was not in attendance.

Pledge of Allegiance to the American Flag.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board approved the minutes of the monthly meeting held September 10, 2024 and September 2024 Cash Vouchers.

Chairman’s Report: (Vice Chairman Glassic ran meeting for Chairman Deily)

Dinner meeting with Borough of Northampton, Wednesday, October 23, 2024 at the Northampton Banquet and Event Center.

Executive Updates – PMRS Article

PMAA Region 2 & 3 Fall Meeting – Monday, October 21, 2024 – Whitetail Golf Course

TREASURER/COMPTROLLER REPORT:

The Treasurer/Comptroller presented the following invoices for approval:

Gannett Fleming, Inc. – Invoices:

The Gannett Fleming Inc, invoices covering September 2024 services, see below:

Gannett Fleming Inc. – (GFI) dated October 3, 2024, for professional services rendered through September 27, 2024. Provided general engineering services

N.B.M.A. – Minutes – October 8, 2024 – Page 2

related to NBMA water system facilities and operations, including meeting attendance, consulting advice SDWA compliance, main extensions and replacements. Trust indenture requirement, etc. 24A – General Consulting Services – Total due this invoice - \$532.41.

Gannett Fleming, Inc. – (GFI) dated October 3, 2024, for professional services rendered through September 27, 2024. Assist NBMA with the Cementon Tank No. 2 and Tank No. 1 Project, including Preliminary Investigations, Final Designs, Permitting Pennvest, Bid Phase and Construction Phase Services. 1 – Cementon Tanks Project – Total due this invoice - \$6,035.77.

Gannett Fleming, Inc. – (GFI) dated October 3, 2024, for professional services rendered through September 27, 2024. Assist NBMA with the Cementon Reservoir Cover and Lining Project, including Designs, Permitting, Bid Phase, and Construction Phase Services. 1 – Cementon Res. Cover & Lining Project – Total due this invoice - \$19,713.09.

Gannett Fleming, Inc. (GFI) dated October 3, 2024, for professional services rendered through September 27, 2024. Update water system GIS maps and perform related services. 24D – Mapping Updates/GIS Work – Total due this invoice - \$311.54.

Total Invoices - \$26,592.81.

Upon recommendation of Mr. Martin Hozza and Mr. Stephen Kerbacher, the Board upon motion by Ms. Haldeman and Mr. Deily, approved the invoices dated October 3, 2024 from Gannett Fleming, Inc. in the total amount of \$26,592.81.

The Treasurer/Comptroller presented the invoice from Pierce & Steirer, LLC, for services rendered for the month of August is \$1,045.65 and professional services for the month of September 2024 is \$1,777.95. Total due this month is \$2,823.60. Total year to date \$9,068.39.

Upon motion by Mr. Deily and Mrs. Hucaluk, the Board approved the invoice from Pierce & Steirer, LLC., in the amount of \$2,823.60.

The Treasurer/Comptroller presented the invoice from Flamm Walton Heimbach – Attorney at Law – Labor/Employment services rendered for August 12, 2024 thru September 26, 2024 in the amount of \$3,790.50.

N.B.M.A. – Minutes – October 8, 2024 – Page 3

Upon motion by Ms. Haldeman and Mr. Deily, the Board approved the invoice from Flamm Walton Heimbach – Attorney at Law in the amount of \$3,790.50.

The Treasurer/Comptroller presented the September 2024 NBMA Consumption Report –August 2024 Operating Financial Statements - Replacement and Renewals – and Delinquent Water Account Status at this time.

The Treasurer/Comptroller reported on the new NBMA Accounts Metered – Ten (10) - new meters were installed in September – (7-Northampton, 1-Allen Township, 2-North Catasauqua, 0-Laury’s Station, 0-Coplay, 0 - W. Catasauqua, 0-Fullerton, 0-Hokendauqua, 0-Stiles, 0-Egypt, 0-Cementon, 0-North Whitehall, 0-Clearview, & 0-Water Hauler). Calendar Year to Date –103 New accounts Fiscal Year 2024 to 2025 to Date-67. The information pertinent to new connections was sent to the Borough of Northampton and Allen Township.

The Treasurer/Comptroller reported NBMA replaced 289 Meters and 340 MXU’s Fiscal Year to Date. Total cost of Meters and MXU’s fiscal year to date \$80,683.74.

The Treasurer/Comptroller presented the following M&T Bank 2003 Requisitions as follows:

M&T BANK 2003 REQUISITIONS:

2003 Revenue Fund Requisition #19 - \$575,747.00 – November 2024 Budget Expenses, Operating Expenses, Maintenance Expenses, Inventory, Trustee Fees.

2003 Revenue Fund Requisition #20 – \$27,826.06 – September 2024 Meter & MXU & Reimbursement & Replacement Program.

2003 Revenue Fund Requisition #21 - \$23,989.96 – September 2024 Replacement & Renewals

2003 Construction Fund Requisition #6 - \$98,160.92 – September 2024 Cherryville Road/High Meadows Development #2 August Tapping Fee.

Total all Requisitions: \$725,723.94.

N.B.M.A. – Minutes – October 8, 2024 – Page 4

Upon motion by Mr. Deily and Mrs. Hucaluk, the Board approved the 2003 Revenue & Construction Fund Requisitions as listed above in the total amount of \$725,723.94 contingent upon approval by Gannett Fleming, Inc.

2003 Bond Redemption and Improvement Fund Requisition #4 - Construction of Capital Additions: Reservoir Cover & Liner Project.

Resolution No.#4 (Requisition No. #4) Approve 2003 Bond Redemption & Improvement Fund #4 \$186,287.81.

3 MG Reservoir Cover and Liner Replacement - RTD – Enterprises, Inc.
Payment Application #4 **\$186,287.81.**

Upon motion by Mr. Deily and Ms. Haldeman, the Board approved the 2003 Bond Redemption & Improvement Fund #4, 3MG Reservoir Cover and Liner Replacement payment application in the amount of \$186,287.81, contingent upon approval by Gannett Fleming, Inc.

*PLGIT – Certificates of Deposits in the total of \$6,987,000.00 and cash of \$715,338.82 are held for the following Restricted Funds of the NBMA Trust Indenture at M&T Bank: Bond Redemption & Improvement Account, Emergency Repair Fund, Revenue Fund and Debt Service Reserve Fund. The projected interest upon maturity on the Certificates of Deposit invested for these funds is \$367,311.69. The Federated Money Market (Direct Obligations of the US Government) at M&T Bank has a yield of 5.00%, the Certificate of Deposit investments with PLGIT are currently yielding 4.08%-5.66%.

Northampton Borough Municipal Authority purchased the following Certificates of Deposits for the Bond Redemption & Improvement Fund

Bond Redemption and Improvement Fund

Resolution #244: On September 17, 2024 a \$239,000.00 – 365-day CD was purchased with a net interest rate of 4.50%/4.35% and interest at maturity will be \$10,755.00.

Resolution #245: On September 17, 2024 a \$239,000.00 – 365-day CD was purchased with a net interest rate of 4.50%/4.35% and interest at maturity will be \$10,755.00.

N.B.M.A. – Minutes – October 8, 2024 – Page 5

Resolution #246: On October 4, 2024 a \$239,000.00 – 364-day CD was purchased with a net interest rate of 4.25%/4.10% and interest at maturity will be \$10,129.67.

Resolution #247: On October 4, 2024 a \$239,000.00 – 364-day CD was purchased with a net interest rate of 4.23%/4.08% and interest at maturity will be \$10,082.00.

Upon motion by Mr. Deily and Ms. Haldeman, the Board approved Resolutions #244, 245, 246 and 247 Bond Redemption and Improvement Fund as presented above to be submitted to M&T Bank.

PMHIC – Benecon/Health Care Issues – The annual PMHIC Renewal meeting was held on Wednesday, October 9, 2024.

Northampton Borough Municipal Authority 6-month Comparison – Budget and prior fiscal year Revenues, Operations, Maintenance Expenses, Replacement and Renewal Expenses and Developers Contribution April 1, 2024 to September 30, 2024.

The Treasurer/Comptroller reported revenues, in total, were down slightly, meter sales were up a small amount but capacity fees were down 33% compared to last year.

- Developer contribution was \$1.2 million, up drastically due to the Phase 1 and 2 of High Meadows, Allen Township. These two phases will add 76 new customers.
- Operations expense were up slightly from last year \$22k and maintenance were up \$78k or 25%.
- Replacement and renewals spent to date is \$215,199.00 of \$320,000.00 with a balance of \$104K for the last 6 months of the fiscal year. Meters cost average \$78,000.00 for 6 months, which leaves \$26,000.00 for other replacement and renewal items.
- *** Items that will impact NBMA's future costs is the Pennvest Loan which we will start paying principal payments in December of \$26,500.00 a month or \$318,000.00 a year.
- ** Potential union representation and the increase cost of what may be needed/wanted.
- ** Increase in health care of 8% and increase in supplies and expenses.

N.B.M.A. – Minutes – October 8, 2024 – Page 6

Upon motion by Ms. Haldeman and second by Mrs. Hucaluk, voted on the Annual Thanksgiving and Annual Christmas Gift, vote by Ms. Haldeman & Mrs. Hucaluk – voted yes and Vice Chairman Glassic and Chairman Deily – voted no. The vote was a tie and therefore, the motion fails. Vice Chairman Glassic requested that the issue be placed again on the November meeting Agenda.

MANAGER’S REPORT:

Staff Meeting – Mr. Kerbacher reported that the NBMA Staff Meeting was held on Thursday, October 3, 2024 at 9:00 a.m. in the NBMA Headquarters Building.

On the recommendation of Mr. Kerbacher the Board, upon motion by Messrs. Glassic and Deily, authorized an increase in salary effective October 18, 2024 from \$28.81 to \$31.01 for Mr. Thomas Grbas – Water Treatment Plant Operator – based on 6-month review presented and discussed by the Manager. Mr. Grbas was employed on April 18, 2022.

The Authority October 2024 Magazine was received and distributed to Board Members and Staff.

Mr. Kerbacher reported on the Semi-Annual Report, April 1, 2024 to September 30, 2024.

Operations Report:

Mr. Stephen Kerbacher referred to the Operation’s Report for October 2024. Construction projects completed in September 2024 were presented as well as current projects underway in the month of October 2024. A list of upcoming scheduled projects and potential proposed projects were presented.

SR 0329 Cementon Bridge Replacement – Mr. Kerbacher reported that the bids for this project were opened on January 12, 2023 and the apparent low bidder was Richard E. Pierson Construction Company from Woodstown, NJ at bid amount of \$21,724,776.64. A brief discussion followed. Mr. Kerbacher reported that utility relocation is being performed by PPL and Verizon at this time. Water line relocation will happen at a later date. No further updates at this time.

Taste & Odor – Mr. Kerbacher reported that there are no taste and odor issues at this time.

N.B.M.A. – Minutes – October 8, 2024 – Page 7

Lehigh River – Cementon Dam update – no further information at this time.

Monthly Water Treatment Plant Report – Mr. Kerbacher reported on the monthly NBMA Water Treatment Plant report.

3MG Reservoir Cover & Liner Replacement – Mr. Kerbacher reported that RTD Enterprises has begun work on the project. The project is scheduled to be completed by the end of September.

3MG Cementon Tank #2; Tank #1 Rehab – Mr. Kerbacher reported that the Rehabilitation of Tank #1 has been completed and the Operating Permit from PA DEP has been received. Tank #1 has been placed back in service. Mr. Kerbacher reported however, that there is a small leak in an old crack in Tank #1. This repair was part of the rehab project details. It is not affecting the operation of Tank #1. DN Tanks will return to the site upon completion of the 3MG Reservoir Cover & Liner replacement project. Tank #1 will then be taken out of service so that final repairs can be made.

Chairman Deily left meeting at 5:51 p.m.

ENGINEERS' REPORT: (Mr. Scott Hughes was not in attendance)

SOLICITOR'S REPORT:

Old Business

Liens and Satisfactions – \$6,682.21 worth of Liens, continuing.
Labor Matter

New Business

No new business.

Upon motion Ms. Haldeman and Mrs. Hucaluk, the Board unanimously agreed to adjourn at 6:19 p.m. to meet in a regular session on Tuesday, November 12, 2024 at 5:00 p.m. in the NBMA Headquarters Building.

Stephen J. Kerbacher, General Manager

Visitor(s) 0 Total year to date 9.