

NORTHAMPTON BOROUGH MUNICIPAL AUTHORITY
M I N U T E S

Northampton, PA – September 9, 2025

The regular monthly meeting of the Board of the Northampton Borough Municipal Authority (NBMA) was held at 5:00 p.m. on September 9, 2025 in the NBMA Edward D. Hozza, Sr., Board Room, 1 Clear Springs Drive, Northampton, PA. Chairman Deily, Board Members Haldeman and Hucaluk were present. Also, in attendance were, Mr. Stephen Kerbacher, General Manager, Mrs. Lori Schwartz, Treasurer/ Comptroller and Mr. Scott Steirer, Board Member Lopsonzski and Chairman Glassic were not in attendance. Mr. Nathan Eachus, PFAS entered meeting at 6:45 and left 6:55.

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 August 12, 2025 and August 2025 Cash Vouchers.

The Board called for an executive session 5:06 p.m. reconvened at 6:42 p.m.

Chairman's Report:

Dinner meeting with Borough of Northampton – Northampton Banquet and Event Center will be held on Wednesday, October 22, 2025.

PMAA – Authorities Connect Symposium – October 31, 2025, State College, PA

TREASURER/COMPTROLLER REPORT:

The Treasurer/Comptroller presented the following invoices for approval:

The Gannett Fleming, Inc.–Invoices covering August 2025 services, see below:

Gannett Fleming, Inc. (GFI) dated September 4, 2025, for professional services rendered through August 22, 2025. Engineering Services – Asset Management Program Services – AMP Asset Management Program - Total due this invoice \$4,196.45.

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Gannett Fleming, Inc. (GFI) dated September 4, 2025, for professional services rendered through August 22, 2025. Assist NBMA with Cementon Tank No.2 and Tank No. 1. Project, including Preliminary Investigations, Final Designs, Permitting, Pennvest, Bid Phase and Construction Phase Services. Cementon Tanks Project. Total due this invoice \$9,235.70.

Gannett Fleming, Inc. (GFI) dated September 4, 2025, for professional services rendered through August 22, 2025. Provide general engineering services related to NBMA water system facilities and operations including meeting attendance, consulting advice, SDWA compliance, main extensions and replacements. Trust Indenture requirements, etc. 2025 General Consulting Services. Total due this invoice \$575.69.

Gannett Fleming, Inc. (GFI) dated September 4, 2025 for professional services rendered through August 22, 2025. Capital Charges Study Update Services. Total due this invoice \$858.15.

Gannett Fleming, Inc. (GFI) dated September 4, 2025 for professional services rendered through August 22, 2025. Update water system GIS maps and perform related services. Mapping Updates & GIS Assistance. Total due this invoice \$3,558.34.

Gannett Fleming, Inc. (GFI) dated September 4, 2025 for professional services rendered through August 22, 2025. Assist NBMA with the Cementon Reservoir Cover and Lining Project, including Designs, Permitting, Bid Phase, and Construction Phase Services. Cementon Res. Cover & Lining Project. Total due this invoice \$1,358.80.

Total Invoices - \$19,783.13.

Upon recommendation of Mr. Martin Hozza and Mr. Stephen Kerbacher, the Board, upon motion by Mrs. Hucaluk and Ms. Haldeman, the Board approved the invoices dated September 4, 2025 from Gannett Fleming, Inc. in the total amount of \$19,783.13.

The Treasurer/Comptroller presented the invoice from Pierce & Steirer, LLC – Invoice dated September 4, 2025 for professional services rendered for the month of August 2025 in the amount of \$2,193.20. Total year to date \$17,264.11.

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(Legal Union Representation– August 2025- \$747.50 – Total union to date \$9,370.00).

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board unanimously approved the invoice from Pierce & Steirer, LLC dated September 4, 2025 for professional services rendered for the month of August 2025 in the amount of \$2,193.20.

Fitzpatrick Lentz & Bubba, PC – (Dave Steckel) (New as of December 2024) Attorney at Law – Labor Negotiations/ General Labor and Employment Matters – invoice dated August 14, 2025, for professional services rendered through July 31, 2025 is \$4,560.00. Total to date \$32,681.20.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board unanimously approved the invoice from Fitzpatrick Lentz & Bubba, PC dated August 14, 2025 for professional services rendered from the month of July 2025 in the amount of \$4,560.00.

Total to date Labor Law Attorney – (Union)
(Flamm Walton Heimbach- retired) Total to date 2024-2025- \$5,586.00.
Fitzpatrick Lentz & Bubba - Total to date – \$32,681.20
Pierce & Steirer, LLC – Total to date \$9,370.00
Total to date for all union representation – \$47,637.20.

The Treasurer/Comptroller referred to the Memorandum of Understanding – (Exchange of Services), payment was received in full to NBMA in the amount of \$1,606.64 on August 13, 2025.

The Treasurer/Comptroller presented the Delinquent Water Account status – for month of August 2025.

The Treasurer/Comptroller presented the August 2025 NBMA Consumption Report, the July 2025 Operating Financial Statements and the Replacement and Renewals.

NBMA NEW ACCOUNTS METERED – Twenty-four (24) - new meters were installed in August – (0-Northampton, 14-Allen Township, 0-North Catasauqua, 0-Laury's Station, 0-Coplay, 0-W.Catasauqua, 0-Fullerton, 0-Hokendauqua, 0-Stiles, 0-Egypt, 0-Cementon, 7-North Whitehall, 0-Clearview, & 3-Water Hauler).

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Calendar Year to Date –77 New accounts Fiscal Year 2025 to 2026 to Date-57.
The information pertinent to new connections was sent to the Borough of Northampton and Allen Township.

The Treasurer/Comptroller reported NBMA replaced 298 Meters and 311 MXU's Fiscal Year to Date. Total cost of Meters and MXU's fiscal year to date \$88,658.40.

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

M&T BANK 2003 REQUISITIONS:

2003 Revenue Fund Requisition #13 - \$613,365.78 – October 2025 Budget Expenses, Operating Expenses, Maintenance Expenses, Inventory, Trustee Fees, Penn Vest Loan.

2003 Revenue Fund Requisition #14 – \$20,515.00 – August 2025 Meter & MXU & Reimbursement & Replacement Program.

2003 Construction Fund Requisition # 5 - \$9,694.00 – Tapping Fee - Peter McDaniel Hearth Fire Holdings – 1176 Mickley Rd.

Total Revenue & Construction Fund Requisitions: \$643,574.78.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board approved the 2003 Revenue Fund Requisitions and 2003 Construction Fund Requisition as listed above in the total amount of \$643,574.78 contingent upon approval by Gannett Fleming, Inc.

Northampton Borough Municipal Authority Purchased the following CD's:

PLGIT – Certificates of Deposits in the total of \$7,498,000.00 and cash of \$684,251.93 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

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for these funds is \$321,916.37. The Federated Money Market (Direct Obligations of the US Government) at M&T Bank has a yield of 3.98 %, the Certificate of Deposit investments with PLGIT are currently yielding 3.85%-5.20%.

Emergency Repair Fund

Resolution #277 – On August 19, 2025 a \$239,000.00 – 365 CD was purchased with a net interest rate of (4.30%/4.15%) and interest at maturity will be \$9,030.00.

Upon motion by Mrs. Hucaluk and Ms. Haldeman, the Board approved the Emergency Repair Fund Resolutions as presented above and to be submitted to M&T Bank.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board approved the Authority's 2026 Minimum Municipal Obligation (MMO) in the amount of \$147,838.00 for the Defined Benefit Plan (N-1) and \$99,620.00 for the Cash Balance Plan Defined Contribution Plan (N-2). The prior year numbers were \$144,450.00 for the (Defined Benefit Plan) and \$82,869.00 for the Cash Balance (Plan Defined Contribution Plan).

Pennsylvania Municipal Retirement System (PMRS) – referred to letters from PMRS for the Defined Benefit plan and Defined Contribution Plan (Cash Balance Plan). The Defined Benefit Plan is as follows:

On behalf of Mr. Stephen J. Kerbacher, Chief Administrative Office, Mr. Kerbacher reported to the Board of Directors of the Northampton Borough Municipal Authority, the 2025 Minimum Municipal Obligation for the Salaried Employees of the Northampton Borough Municipal Authority Pension Plan is as follows:

Act 205 of 1984, as amended, governs the funding requirements for all municipal pension plans. The law requires the “Chief Administrative Officer” of each pension plan to inform the governing board of the municipality of the plan’s expected financial obligation for the coming year. This must be done by the last business day in September.

The calculation of the 2026 MMO required an estimate of the 2025 W-2 wages of the employees covered by the plan. I have indicated on the attached worksheet my best estimate of the same. Questions on the pension cost calculation may be addressed to either myself or the Pennsylvania Municipal Retirement System at (800) 622-7968.

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The MMO is the municipality's 2026 bill for this pension plan and must be paid by December 31, 2026. The obligation must be met with general fund monies or any General State Aid to Municipal Pensions to which we may be entitled to under Act 205.

The Treasurer/Comptroller referred to the MRM Workers' Compensation Pooled Trust – an invoice for the period of October 1, 2025 to September 1, 2026 in the amount of \$54,538.00 was received September 4, 2025. Last year's invoice was \$73,586.00. The reason for the decrease is due to our favorable claim history.

Upon motion by Mrs. Hucaluk and Ms. Haldeman, the Board approved the MRM Workers' Compensation Pooled Trust invoice in the amount of \$54,538.00, for the period October 1, 2025 to September 1, 2026.

MANAGER'S REPORT:

Staff Meeting – Mr. Kerbacher reported that the NBMA Staff Meeting was held on Thursday, September 4, 2025 at 9:00 a.m. in the NBMA Headquarters Building.

Request to change the November Board meeting to Monday, November 10, 2025 at 5:00 p.m. NBMA offices are closed for Veterans Day on Tuesday, November 11, 2025. No Decision was made at this meeting and will be finalized at the October meeting.

Cementon Tank #2/Rehabilitation of Tank #1 – Mr. Kerbacher reported that the repairs to Tank #1 by DN Tanks crews are completed and all went well. The crew has demobilized from the site and the project is now complete. Mr. Kerbacher informed the Board that DN Tanks has agreed to reimburse NBMA for 50% of the additional engineering fees charged by Gannett Fleming related to the additional rehab work. That amount is \$26,721.80.

Mr. Kerbacher also reported that a change order has been submitted to reduce an allocated amount of \$25,000.00 in the original bid for any unforeseen additional excavation. The Change order in the amount of \$21,552.50 reduced the additional excavation allocation amount to \$3,447.50. Mr. Kerbacher requested approval of this change order.

Upon motion by Mrs. Hucaluk and Ms. Haldeman the Board voted unanimously to approve the change order.

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Mr. Kerbacher next requested approval of the final payment application. After applying the reimbursement for engineering fees and the Change Order for excavation, the final payment to DN Tanks is \$87,403.14.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board unanimously approved the final payment application as stated.

Mr. Kerbacher next presented the Certificate of Completion for Cementon Tank #2/Rehabilitation of Tank #1, approved by GFT and NBMA staff for approval.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board unanimously approved the Certificate of Completion.

Operations Report:

Mr. Stephen Kerbacher referred to the Operation's Report for September 2025. Construction projects completed in August 2025 were presented as well as current projects underway in the month of September 2025. A list of upcoming scheduled projects and potential proposed projects were presented.

SR 0329 Cementon Bridge Replacement – Mr. Kerbacher reported that the majority of the relocation work on the Northampton side of the river is complete. The Pierson crews will now begin work on the Whitehall side.

Lead and Copper Rule – Mr. Kerbacher updated the Board on the lead and copper rule compliance. Letters were sent to over 11,000 customers. The intent is to try and find out the type of material of the customer's side of the water service line.

This information is being mandated by the US Environmental Protection Agency (EPA). A brief discussion followed.

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

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.

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2MG Cementon Tank #1 - Mr. Kerbacher reported that DN Tanks crew is on site. A plan has been implemented to begin rehabilitation of Tank #1. The project will be monitored by NBMA and Gannett Fleming inspectors. Updates will follow. A brief discussion followed.

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

SOLICITOR'S REPORT:

Old Business

Liens and Satisfactions – \$7,949.25 worth of Liens, continuing.

New Business

No new business.

Upon motion Mrs. Hucaluk and Ms. Haldeman, the Board unanimously agreed to adjourn at 8:04 p.m. to meet in a regular session on Tuesday, October 14, 2025 at 5:00 p.m. in the NBMA Headquarters Building.

Stephen J. Kerbacher, General Manager

Visitor(s) 1 Total year to date 11.