

NORTHAMPTON BOROUGH MUNICIPAL AUTHORITY
M I N U T E S

Northampton, PA – February 13, 2024

The regular monthly meeting of the Board of the Northampton Borough Municipal Authority (NBMA) was held at 5:00 p.m. on February 13, 2024 in the NBMA Edward D. Hozza, Sr., Board Room, 1 Clear Springs Drive, Northampton, PA. Chairman Deily, Vice Chairman Glassic, Board Members Haldeman and Lopsonzski were present. Also, in attendance were, Mr. Stephen J. Kerbacher, General Manager /Secretary, Mrs. Lori Schwartz, Treasurer/Comptroller, Mr. Scott Steirer, Solicitor.

Pledge of Allegiance to the American Flag.

Upon motion by Mr. Glassic and Ms. Haldeman, the Board unanimously approved the minutes of the monthly meeting held January 9, 2024 and the January 2024 Cash Vouchers.

Chairman's Report:

PMAA Board Members Training – April 4, 2024, Delta Hotels Allentown, Lehigh Valley 7736 Adrienne Dr, Breinigsville, PA

PA – AWWA Conference – May 13-15, 2024, Lancaster, Marriott

ACE – AWWA – June 10-13, 2024, Anaheim, CA.

Treasurer/Comptroller Report:

The Treasurer/Comptroller referred to the Memorandum of Understanding – Exchange of Services –Borough of Northampton paid NBMA \$9,230.59 for services January 1, 2023 thru December 31, 2023.

The Treasurer/Comptroller presented the following invoices for approval:

Gannett Fleming, Inc. – Invoices:

The Gannett Fleming Invoices covering January services, see below:

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Gannett Fleming, Inc. (GFI) dated February 7, 2024, for professional services rendered through January 26, 2024. Assist NBMA with Cementon Reservoir Cover and Lining Project, including Designs, Permitting, Bid Phase, and Construction Phase Services. Cementon Res. Cover & Lining Project. Total due this invoice \$4,325.98.

Gannett Fleming, Inc. (GFI) dated February 7, 2024, for professional services rendered through January 26, 2024. Provide general engineering services related to NBMA Water Systems facilities and operations, including meeting attendance, consulting advice, SDWA compliance, main extensions and replacements, Trust Indenture requirements, etc. General consulting services. Total due this invoice \$1,296.83.

Gannett Fleming, Inc. (GFI) dated February 7, 2024, for professional services rendered through January 26, 2024. Provide general engineering services related to annual inspection of NBMA Water Systems facilities, evaluate operating procedures and provide a written report. 23B Annual Water System Inspection Report. Total due this invoice \$1,385.97.

Gannett Fleming, Inc. (GFI) dated February 7, 2024, for professional services rendered through January 26, 2024. Assist NBMA with the Cementon Tank No. 2 and Tank No. 1 project, including Preliminary Investigations, Final Designs, Permitting, Penn Vest, Bid Phase and Construction Phase Services. Cementon Tanks Project. Total due \$4,990.94

Total Invoices \$11,999.72.

Upon recommendation of Mr. Martin Hozza and Mr. Stephen Kerbacher, the Board upon motion by Mr. Glassic and Ms. Haldeman, approved the invoices dated February 7, 2024 from Gannett Fleming, Inc. in the total amount of \$11,999.72.

Upon motion by Ms. Haldeman and Mr. Glassic, the Board approved the DN Tank Application #10 – Cementon Tank #2 Pennvest Loan in the amount of \$44,323.87.

The Treasurer/Comptroller presented an invoice from Pierce and Steirer, LLC dated February 5, 2024, for professional services rendered for the month of January 2024 in the amount of \$1,180.60. Total year to date \$1,180.60.

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Upon motion by Messrs. Glassic and Lopsonzski, the Board unanimously approved the invoice from Pierce and Steirer, LLC dated February 5, 2024, for professional services rendered for the month of January 2024 in the amount of \$1,180.60.

The Treasurer/Comptroller presented the January 2024 NBMA Consumption Report, December 2023 Operating Financial Statements, Replacement and Renewals and Delinquent Water Account Status at this time.

The Treasurer/Comptroller reported on the new NBMA Accounts Metered – Twelve (12) - new meters were installed in January – (6-Northampton, 4-Allen Township, 1-North Catasauqua, 0-Laury’s Station, 0-Coplay, 0 - W. Catasauqua, 1-Fullerton, 0-Hokendauqua, 0-Stiles, 0-Egypt, 0-Cementon, 0-North Whitehall, 0-Clearview, & 0-Water Hauler). Calendar Year to Date –12; New accounts Fiscal Year 2023 to 2024 to Date-116. The information pertinent to new connections was sent to the Borough of Northampton and Allen Township.

The Treasurer/Comptroller reported NBMA replaced 502 Meters and 509 MXU’s, fiscal year to date. Total cost of Meters and MXU’s fiscal year to date \$144,949.33.

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

M&T BANK 2003 REQUISITIONS:

2003 Revenue Fund Requisition #31 - \$464,537.00 –March 2024 Budget Expenses, Operating Expenses, Maintenance Expenses, Inventory, Trustee Fees.

2003 Revenue Fund Requisition #32 – \$12,007.92 – January 2024 Meter & MXU & Reimbursement & Replacement Program.

2003 Construction Fund Requisition #5 - \$201,372.19 - NBMA – Greenleaf Fields (Old Post & Bellview Roads)

Total all Requisitions: \$677,917.11.

Upon motion by Messrs. Glassic and Lopsonzski, the Board unanimously approved the 2003 Revenue & Construction Fund Requisitions as listed above in

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the total amount of \$677,917.11, contingent upon approval by Gannett Fleming, Inc.

PLGIT – Certificates of Deposits in the total of \$6,963,000.00 and cash of \$332,875.97 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 \$380,741.18. 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 5.00%-5.66%.

Bond Redemption & Improvement Fund

Resolution - #224: On January 11, 2024 a \$237,000.00 – 365 day CD, with a net interest rate of 5.45%/5.30% and interest at maturity will be \$12,916.50.

Resolution - #225: On January 11, 2024 a \$237,000.00 – 365 day CD, with a net interest rate of 5.45%/5.30% and interest at maturity will be \$12,916.50.

Resolution - #226: On January 11, 2024 a \$237,000.00 – 365 day CD, with a net interest rate of 5.35%/5.20% and interest at maturity will be \$12,679.50.

Upon motion by Mr. Glassic and Ms. Haldeman, the Board unanimously approved the Resolutions for the Bond Redemption & Improvement Fund as presented above to be submitted to M&T Bank.

MANAGER’S REPORT:

Managers’ Report:

Staff Meeting – Mr. Kerbacher reported that the NBMA Staff Meeting was held on Thursday, February 8, 2024 at 9:00 a.m. in the NBMA Headquarters Building.

Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board approved the payment for the 2024 Safe Drinking Water Annual Fee to PA DEP, Chapter 109, in the amount of \$25,000.00.

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Water Usage – Mr. Kerbacher referred to the annual 2023 Water Usage report. Mr. Kerbacher reported that non-revenue water in 2023 was 22.9%. This includes water used for distribution system flushing, sewer flushing, firefighting, fire training, water main breaks, service leaks and under registration of meters. A brief discussion followed. January 1, 2023 to December 31, 2023.

Mr. Deily inquired why the increase? Discussion ensued on same.

Direct Cost of Producing Water – Mr. Kerbacher reported on the Direct Cost of Producing Water from January 1, 2023 through December 31, 2023.

Water Treatment Chemical & Pipe & Fittings – Mr. Kerbacher reported that the Water Treatment Chemicals & Pipe & Fittings Bids were advertised in the Express-Times on Wednesday, February 14, 2024. Bid packets were also emailed to all potential bidders and will be open and read aloud on Thursday, March 14, 2024.

Mr. Kerbacher discussed the article about the PA Senate Democratic Policy Committee Hearing that was held on January 22, 2024.

Operations Report:

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

New 3MG Cementon Tank #2 – Mr. Kerbacher updated the Board on the project. Construction of Tank #2 is complete. The PA DEP operating permit has been received and Tank #2 has been placed into service. Tank #1 has been drained and will be inspected by DN Tanks later in January. Upon this inspection, DN Tanks will then have four weeks to present a report with their recommendations for rehabilitation of Tank #1.

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

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\$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.

Meter Reading / AMI Study – Mr. Kerbacher updated the Board on the Meter Reading / AMI Study. This study evaluates the ability to read meters remotely with a fixed tower network system. The study has been completed and the location of 3 fixed radio stations has been determined. No action will be taken at this time. NBMA will continue with the current meter replacement program, continuing to monitor the situation. A brief discussion followed.

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

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

Upon motion by Messrs. Glassic and Lopsonzski, the Board unanimously approved Authorization #3 as prepared by Mr. Kerbacher, General Manager, pending the approval of Gannett Fleming, Inc. LLC. The Authorization is as follows:

Authorization #3: Estimated cost to install approximately 4,170 feet of 8-inch Ductile Iron Pipe and 330 feet of 8-inch DR9 HDPE pipe with appurtenances in Maple Street, Schnecksville, North Whitehall Township, Lehigh County, PA to provide water service to proposed Greenleaf Fields at Parkland Housing Development. Also, ¾ -inch service connections and 8-fire hydrants. Applicant Tuskes Homes, 4511 Falmer Drive, Bethlehem, PA 18020 c/o Phillip Malitsch, P.E. Total cost to applicant \$369,020.00. All rock excavation extra, at current price at time of installation \$120.00 per cubic yard. NBMA will increase the size of 4,170 feet of 8-inch transmission main to 12-inch transmission main at a cost of \$115,300.50.

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

SOLICITOR’S REPORT:

Old Business

- 1. Liens and Satisfactions – \$5,115.61 worth of Liens, continuing.
- 2. LCA-DEP Permit
- 3. Act 151 Policy
- 4. Bower – Fire Hydrant

New Business

No new business.

Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board unanimously agreed to adjourn at 6:35 p.m. to meet in a **rescheduled** session on Tuesday, March 19, 2024 at 5:00 p.m. in the NBMA Headquarters Building.



Stephen J. Kerbacher, General Manager

Visitor(s) 0 Total year to date 1.