

LOWER SAUCON AUTHORITY
MINUTES OF MEETING
JULY 15, 2025

1. Call to Order

Mr. Gress called the meeting to order at 6:31 P.M. Mr. Gress asked for a moment of silence in memory of Mr. Keich, who recently passed away.

2. Roll Call

Present were Mr. Gress, Chairman; Mr. Green, Vice Chairman; Mr. Corcoran, Treasurer; Mr. Davis, Member; Mr. Youst, Engineer; Mr. Backenstoe, Attorney; Mr. Ross, Administrator; Ms. Fetzer, Assistant Administrator; Mrs. Kerchner, Secretary; Ms. Opthof-Cordaro, Council Liaison (Mr. Thakkar was present via zoom and Mr. Reccek was not present).

3. Citizen Agenda Items

None.

4. Minutes

Motion by Mr. Gress, Second by Mr. Green to approve the minutes dated June 17, 2025 as presented.

Roll Call 4-0-1 Motion approved. (Mr. Thakkar abstained).

5. Financial Report

Mr. Corcoran noted that we are on budget. He said we have had spending on the Merryweather Drive water main replacement project. In the beginning of August we will probably receive the first invoice from DOLI Construction for their work on the Creekside pump station project. Mr. Corcoran said the Authority is cash neutral for the first 6 months of the year. Mr. Corcoran said the Authority has a healthy cash balance. Also, Mr. Corcoran said that the 2024 audit is completed along with the audit reports.

6. Agenda

A. Salary Survey

Mr. Ross said he received the proposal for the salary survey from the Meyner Center. Mr. Ross noted that the proposal is for the Authority to be billed at an hourly rate for the survey rather than a flat rate for the entire project. Mr. Ross said the proposed costs are still lower than the proposal from PRJ Consulting. Mr. Ross said the amount of hours proposed would bring the total cost to around \$8,125.00 to \$10,000.00. Mr. Ross would like to recommend the Board Members approve the salary survey proposal from the Meyner Center. Mr. Gress asked Attorney Backenstoe if he had experience with the Meyner Center as he remembers him mentioning it at the last meeting. Attorney Backenstoe did confirm that a few townships and authorities he works for has used the Meyner Center and have had a good experience working with them.

The Board Members then made a motion to approve the salary survey proposal.

Motion by Mr. Corcoran, Second by Mr. Gress to approve the agreement between Lower Saucon Authority and the Meyner Center to conduct a salary survey.

Roll Call 5-0 Motion Approved.

B. Longevity Benefits Survey

Mr. Ross said he would like to table the longevity benefits survey discussion until we receive the results from the salary survey so they can be discussed together.

C. Board Members

It was noted that Mr. Yanchuk resigned from the Authority Board. Mr. Ross told the Board Members to let him know if they know anyone that would be interested in being a member of the Authority Board. The Authority must receive final approval from the township before any new Authority Board Member gets appointed.

D. Lead and Copper Testing

Mr. Ross said Emily has taken the lead on the lead and copper testing. He said Emily will give the update. Emily said the residents took the samples today. The Authority needs 20 samples, and we received 21 samples. The samples were taken to the laboratory today to be tested. The testing is completed every 3 years and uses the same group of customers.

We should receive the results from the laboratory soon. Mr. Youst gave a brief explanation of aging pipes and how that impacts lead and copper testing.

At the end of the lead and copper update Mr. Ross noted that, as a long-term project, he would like to get a plan together for replacing the water mains on both Black River Road and Bingen Road as the water mains in these areas are very much in need of replacement. He would like to put together a proposal for a grant for either or both roads as they are state roads and an outside contractor would have to complete this work with the large size of the job. This would be very costly, and a grant would be needed to fund these replacements.

E. Merryweather Drive Pipe Replacement Project

Mr. Ross said the crew has been fighting a great deal of heat and rain despite this they have almost completed the water main replacement. Mr. Ross said we have a great crew, and they are very interested in water main replacements.

F. Creekside Update

Mr. Youst started off by noting that the wet well is in place and next will be backfilling the hole. After the backfilling is complete the construction of the foundation for the building will begin. The building is still on schedule to be delivered the Wednesday or Thursday the week after the Labor Day Holiday as a delivery this large is not allowed on the roads around the holiday.

Mr. Youst said he has been communicating with M&W Precast about the inverter. The inverter is essentially the backup battery that operates the control system and maintains operation of the control system if primary power is lost, until it gets down to a low enough level to signal the generator to kick in. It will shut the generator off if the flow is not enough to need the pumps. The factory could not make the inverter the Authority would like for our system needs. The smallest inverter size the Authority would need could not get the option for the controls and monitor the low battery and trigger the start of the generator. The Authority must now get the next larger size inverter. Mr. Youst said the additional cost for the larger inverter would be around \$8,000.00 to \$10,000.00. There are no scheduling issues with the larger inverter.

Also, Mr. Youst said Hydra-Numatic Sales, who will be providing the Smith and Loveless pumps, said that there will be a two-to-three week delay for the pumps due to the motor supplier. Mr. Youst does not feel that it will affect DOLI Construction's ability to complete the overall job on time. The targeted time was a week after the building delivery. Mr. Youst said even if the pumps are delivered in October the final work will be completed in

November, and it should not be a problem. Mr. Youst said that he will stay in contact with Hydra-Numatic Sales to get updates on the pump delivery timeline.

Mr. Youst said he met with both UGI and PPL to get everything ready for the connection of the gas and electricity. The building needs to be in place before the gas and electricity are installed. Also, UGI will not complete their gas connection until PPL connects their electricity. Mr. Youst said he will stay in contact with the representative from PPL to check the progress of the plans and the installation timeline.

Mr. Youst said that we should receive the first invoice from DOLI Construction the beginning of August. Mr. Youst said that he will review the invoice before the Authority pays it. The invoice could be close to 50% of the construction costs.

Mr. Ross noted that he added to the Creekside update sheets the milestone for the pump station construction beginning. Also, Mr. Ross noted in the financial section of the sheets that Fund 3 and Fund 4 were transferred to Fund 1. Mr. Ross said we are still due to get \$300,000.00 for the grant and we still have the rest of the sewer expenses from the Hellertown pumping invoices to submit to the county for reimbursement.

7. Citizen Non-Agenda Items

None.

8. Reports

A. Attorney

Attorney Backenstoe had nothing to report and noted that it was a quiet month. He said that he satisfied a lien at Stacey's request for an Authority customer that cleared up their balance.

B. Engineer

Mr. Youst said he received revised plans for the Martin subdivision on Hickory Hill Road. This is a subdivision where they are looking to connect to the sewer system. Mr. Youst said an escrow account will now need to be set up with the Authority. There will be an extension to the public sewer. It was noted that Attorney Backenstoe will need to make a developer's agreement.

Ms. Opthof-Cordaro said that the Martin subdivision is on the agenda for the council meeting tomorrow to grant the 4 sewer EDU's that were requested for this subdivision. Ms. Opthof-Cordaro asked if the Authority would like the township to approve the EDU's now and if it is an appropriate time. Mr. Youst confirmed that it would be appropriate for the township to approve granting the 4 EDU's now. Mr. Youst then went over a brief overview of the development plans. Mr. Youst feels that it is reasonable for Council to approve granting the 4 EDU's. Mr. Youst then went over a review of how EDU's are granted in the township between the Authority and township approval.

Mr. Ross asked Ms. Opthof-Cordaro, the Council Liaison, if the township is going to update the ACT 537 sewer planning for the township. Ms. Opthof-Cordaro said the ACT 537 planning is on the agenda for the council meeting tomorrow night to get the process started and approve having the ACT 537 plan reviewed. Mr. Youst said he helped the township engineer by providing him documents from his archives regarding the ACT 537 plan for him to review to provide the history of the ACT 537 plan and the process.

On another note, Ms. Opthof-Cordaro said there are a few residents that live off Easton Road in Hellertown that were asking about connecting to the sewer service about a year ago and she asked if the Authority could provide sewer service here. Mr. Youst said the Authority would not be able to provide sewer service in this area as this is far out of the Authority's service area.

C. Administrator

Mr. Ross said he updated the staff directory. He noted that William and Erik now have a client ID number since they received their water licenses.

Mr. Ross then noted that Fund 3 and Fund 4 in the PLGIT investments no longer exist as these funds were transferred to Fund 1. Mr. Ross said he did renew a PLGIT investment today for another 180 days.

D. Chairperson

Mr. Gress asked the Board Members to share the word that the Authority is looking for 2 new board members.

E. Members

Mr. Davis asked Mr. Ross if he would be interested in his idea of taking pictures to have on file for the Authority. He said they could be pictures of the projects as they progress or

when different updates are made to the Authority office or building. It was noted that this was a good thought, but it was determined it will not be done.

9. Adjournment

Upon motion by Mr. Green, Second by Mr. Davis the July 15, 2025 Board Meeting adjourned at 7:46 P.M.

Respectfully Submitted,

Emily Kerchner
Recording Secretary