

**Minutes of the 695<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**August 26, 2024**

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, August 20, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Board Members Ron Kohler and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Chris Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 694<sup>th</sup> Minutes from the July meeting were approved as written.

**VISITORS:** Kurt Dahms of Americold Logistics attended to discuss the possibility of receiving a credit during the summer months when possibly 50% of their water consumption evaporates through the condenser. They are able to meter water in and out of the condenser. A flow meter also exists on Americold's wastewater flow. Data will need to be reviewed by Entech before any decision can be made.

**CORRESPONDENCE**

Lee Tree Care	Brush Removal Estimate \$4,940
Cummins	Planned Maintenance 3-YR Agreement \$5,035.59
LBA	Ltr to Ontelaunee re: AUP 2023
LBA	Ltr to Bern re: AUP 2023
CSC Design	McIntosh Farms II, Phase 1 Planning Exemption Application Module
Blooming Glen Invoice	Mixer Motor Labor & Crane Rental \$6,488.76

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$41,729.15, seconded by R. Kohler and passed unanimously.

The \$75,000 CD held by FNC will be maturing in September and will be transferred to the FNC money market account to hold for the short term.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report. No flow restriction was noted on the North Canal St line in the area of a road indentation. The line will also be televised to confirm there is no break in the pipe.

The NPDES permit renewal process is underway and a sampling plan will be discussed with C. Mease.

Entech is in contact with Aqua Aerobics regarding reimbursement of the Blooming Glen invoice.

Century Cabinetry will be adding another building on their property, primarily for storage.

**SOLICITOR**

**BERN Draft Agreement:** C. Hartman reviewed several sections where he had made legal revisions

to Entech's draft. The draft was returned to Entech for one final review before release to Bern.

H.D. Miller discussed questions or issues that might arise regarding EPA vs. Sewer Use Ordinance vs. Bern vs. Borough – regulations and enforcement and obligations of each entity.

### MILLER ENVIRONMENTAL

C. Mease reviewed the monthly report. He noted to Entech that he has yet to receive O&M's for all new equipment. The relays have been replaced and so far no more alarms have been recorded. He has not received DEP's inspection report to date.

Regarding the brush removal, the top of a tree fell and the underbrush has taken over where the earlier tree removal work was done. C. Madeira motioned to approve the Lee Tree Care estimate, seconded by R. Kohler and passed unanimously.

### GENERAL

K. Naja noted that she has reminded the Borough crew that if they need incidental supplies to address street or property issues related to the sewer collection system they are allowed to order or pick up if possible what they need and just give her a heads up about the purchase (or the need for an order to be placed by her).

The meeting adjourned at 8:20. Next meeting September 17, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

August 2024

Date	Num	Memo	Account	Paid Amount
<b>CNA SURETY</b>				
08/20/2024		71595615.D.Knoll	6180 · INSURANCE	525.00
Total CNA SURETY				525.00
<b>COMCAST</b>				
08/20/2024		Business Internet 08/18-09/17	6395 · Telephone & Internet	401.27
Total COMCAST				401.27
<b>CREATIVE PAYMENT SOLUTIONS</b>				
08/20/2024		SPA0146. 7/1-7/31arbox	6272 · Accounting /Bank Fees	30.40
Total CREATIVE PAYMENT SOLUTIONS				30.40
<b>Diversified Technology (services)</b>				
08/20/2024		24079.AUG24 SWR Bills	6244 · Sewer Billing	663.05
Total Diversified Technology (services)				663.05
<b>ENTECH ENGINEERING, INC.</b>				
08/20/2024		91837.IPP	6268.1 · IPP/PMP (Collection System A...	82.50
08/20/2024		91838.LegalReviewsIMA	6264 · Operations & Assoc. Activities	1,352.50
08/20/2024		91966.Mtgs&AssocActivities	6264 · Operations & Assoc. Activities	545.00
08/20/2024		91967.WWTP&ShutOffActivities	6264 · Operations & Assoc. Activities	1,430.00
08/20/2024		91968.NumerousCollSys&Can...	6401 · Collection System Maint. Plan	990.00
Total ENTECH ENGINEERING, INC.				4,400.00
<b>FRONTIER</b>				
08/20/2024		610 926 2060	6395 · Telephone & Internet	228.38
Total FRONTIER				228.38
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
08/20/2024		6469.IMAbern,Mtgs	6271 · Legal Fees	756.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				756.00
<b>HERBEIN+ CO</b>				
08/20/2024		223759.2023Audit&AUP/Final	6272 · Accounting /Bank Fees	2,250.00
Total HERBEIN+ CO				2,250.00
<b>LONGHORN LANDSCAPING</b>				
08/20/2024		0824.Invoice.MowingContract/J...	6303 · Building & Equipment	225.00
Total LONGHORN LANDSCAPING				225.00
<b>MILLER ENVIRONMENTAL</b>				
08/20/2024		110924244.SEP	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
08/20/2024		110924244.maintfee	6102.a · OPScontractMaintFee (Monthly...	833.33
08/20/2024		110724242-A.SludgeReconcil0...	6100 · MILLER ENVIRONMENTAL (W...	3,128.09
Total MILLER ENVIRONMENTAL				30,990.01
<b>OFFICE SVCS KIM NAJA</b>				
08/20/2024		082024.JulyBanking/MeetingPr...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00

10:06 AM

08/19/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

August 2024

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<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Reading Eagle 08/20/2024		1335357.2023FinancialReportAD	6251 · Advertising (bids, meeting notice...	260.04
Total Reading Eagle				260.04
TOTAL				<u>41,729.15</u>

**LEESPORT BOROUGH AUTHORITY ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	7/31/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,248.56		\$10.48		<b>\$11,259.04</b>
<b>Operating</b> 1.1%	\$513,087.54	\$100.09	\$460.53	(53,025.90)	<b>\$460,622.26</b>
<b>Sewer Receipts</b> 1.09%	\$191,652.82	\$17,837.40	\$187.25	(170.05)	<b>\$209,507.42</b>
<b>Payroll</b> 1.1%	\$1,818.29		\$1.39	(686.86)	<b>\$1,132.82</b>
<b>Maintenance Reserve</b> 1.1%	\$50,163.12		\$46.74		<b>\$50,209.86</b>
<b>PLGIT</b>	\$3,375.47		\$14.71		<b>\$3,390.18</b>
<b>Special Construction</b> 1.1%	\$25.09		\$0.01	(25.09)	<b>\$0.01</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$898,264.30</b>
		<b>TOTAL INTEREST</b>	<b>\$721.11</b>	<b>GRAND TOTAL</b>	<b>\$898,264.31</b>

**Comments:**

<b>FDIC Insured CD's / FNC</b>	<b>Maturity</b>	<b>Earnings</b>
3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65%	\$75,000.00	Semi Annual Mar16 & Sep16
1yrCD: Citibank Natl 06/25/2025 5.35%	\$84,000.00	
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$3,142.72	
	<b>\$162,142.72</b>	