

**Minutes of the 699th Meeting
of the Board of the
LEESPORT BOROUGH AUTHORITY**

December 31, 2024

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, December 17, 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 Matt Fessler, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 698th Minutes from the November meeting were approved as written.

VISITORS:

CORRESPONDENCE

LBA 2025 Meetings Advertisement
PA DEP Copy of Ltr re: Miele Development Exemption Approval

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

The 2025 LBA appointments are as follows:

Chairman: Duane Knoll; motion by R. Kohler, second by C. Madeira and passed unanimously.

Vice Chairman: Ron Kohler; motion by D. Knoll, second by C. Madeira and passed unanimously.

Engineer: Entech Engineering; motion by C. Madeira, second by R. Kohler and passed unanimously.

Solicitor: HVM&L; motion by R. Kohler, second by C. Madeira and passed unanimously.

Accountant: Herbein + Co; motion by C. Madeira, second by R. Kohler and passed unanimously.

C. Madeira motioned to approve payment of the month's bills, \$45,422.36 seconded by R. Kohler and passed unanimously.

The E&H Data Logger at PS 7 is recording data again.

C. Madeira noted that the Borough Council would be appointing Patrick O'Neill to the LBA at its meeting on December 18.

ENGINEER'S REPORT

H.D. Miller reviewed the monthly report.

There has been no further invoicing from Blooming Glen (for the crane rental needed for the mixer motor

work).

H. David conducted an inspection of the plant with D. Knoll and K. Naja and will be providing a status report to the LBA. This will cover anything from safety issues to plant conditions and improvement needs.

A Collection System maintenance schedule will be put together in anticipation of further work to begin once a decision is known regarding the LSA Grant Application.

SOLICITOR

No word from BTMA regarding the draft agreement.

MILLER ENVIRONMENTAL

C. Mease reviewed the monthly report. He acknowledged housekeeping issues he plans to address in the centrifuge room and blower building.

Communications still going on with Kelly Drum to schedule removal of the 80 plus drums in the garage. Due to holiday scheduling at Kelly Drum things will be pushed into January.

Christian noted a number of items to be scheduled for replacement and/or maintenance: utility water pumps, channel grinder, influent screen, and generator exhaust.

H. David inquired if there was a need to add to the number of electrical outlets around the plant. Numerous extension cords were observed.

GENERAL

The meeting adjourned at 7:15. Next meeting January 21, 2025.

10:53 AM
12/16/24

LEESPORT AUTHORITY OPERATING EXPENDITURES

December 2024

Date	Num	Memo	Account	Paid Amount
COMCAST				
12/17/2024		Business Internet 12/18-01/17	6395 · Telephone & Internet	401.24
Total COMCAST				401.24
CREATIVE PAYMENT SOLUTIONS				
12/17/2024		SPA0151. 11/1-11/29arbox	6272 · Accounting /Bank Fees	30.00
Total CREATIVE PAYMENT SOLUTIONS				30.00
ENTECH ENGINEERING, INC.				
12/17/2024		93864.PermiRenewal	6263 · NPDES Permit & Parameters (W...	2,962.59
12/17/2024		93930.PCPRRev&GIStranstoGR...	6269 · GIS Project	672.50
12/17/2024		93931.LSAGrantAppComplete	6269 · GIS Project	4,500.00
12/17/2024		94104.IPP/PMP related	6268.1 · IPP/PMP (Collection System A...	212.50
Total ENTECH ENGINEERING, INC.				8,347.59
FRONTIER				
12/17/2024		610 926 2060	6395 · Telephone & Internet	230.17
Total FRONTIER				230.17
HARTMAN, VALERIANO, MAGOVERN & LUTZ				
12/17/2024		7551.PennyMACcomm,Mtg	6271 · Legal Fees	334.50
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				334.50
HomeServe				
12/17/2024		TotalComfortDeluxUGIHeating...	6303 · Building & Equipment	564.48
Total HomeServe				564.48
LONGHORN LANDSCAPING				
12/17/2024		1224.Invoice.MowingContract/...	6303 · Building & Equipment	225.00
Total LONGHORN LANDSCAPING				225.00
MASTER METER				
12/17/2024		277816.MasterLink Phone/HIA...	5000 · Operations Purchase (Training, ...	386.43
Total MASTER METER				386.43
MILLER ENVIRONMENTAL				
12/17/2024		110125248.JAN	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
12/17/2024		110125248.MaintFee	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,861.92
MYERS & BELL INSURANCE				
12/17/2024		2024.Liab 4/1/24-3/31/25 4of4	6182 · Liability Insurance	5,498.00
Total MYERS & BELL INSURANCE				5,498.00
OFFICE SVCS KIM NAJA				
12/17/2024		122024.NOVBanking/MeetingP...	6290 · Administrative Contract Service	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
Petty Cash				
12/17/2024		Petty Cash replenishment	6252 · Postage	264.49
Total Petty Cash				264.49
Reading Eagle				
12/17/2024		1335357.2024MeetingDatesAdv	6251 · Advertising (bids, meeting notice...	53.54

10:53 AM
12/16/24

LEESPORT AUTHORITY OPERATING EXPENDITURES

December 2024

Date	Num	Memo	Account	Paid Amount
		Total Reading Eagle		53.54
		SUBURBAN TESTING LABS		
12/17/2024		P4002932.BODTestingDunkin,...	6060 - Test Sampling or Chemicals (Infl...	225.00
		Total SUBURBAN TESTING LABS		225.00
		TOTAL		45,422.36

LEESPORT BOROUGH AUTHORITY

ACCOUNT SUMMARY

	Opening	Deposits	Interest	Disbursements	11/30/24
Debt Service Reserve 1.1%(GOVT.Savings)	\$11,289.06		\$8.08		\$11,297.14
Operating 1.1%	\$236,280.76	\$160,342.10	\$205.05	(40,988.37)	\$355,839.54
Sewer Receipts 1.08%	\$370,099.50	\$70,450.62	\$182.03	(323,864.97)	\$116,867.18
Payroll 1.1%	\$1,204.35		\$0.84		\$1,205.19
Maintenance Reserve 1.1%	\$50,344.42		\$35.08		\$50,379.50
PLGIT	\$203,829.55		\$779.69		\$204,609.24
Special Construction 1.1%	\$0.01				\$0.01
				LBA OPERATIONS TOTAL	\$902,815.19
			TOTAL INTEREST \$1,210.77	GRAND TOTAL	\$902,815.20

Comments:

\$100,000 transferred to Operating from Sewer Receipts

\$223,864.97 principal & interest paid to Tompkins Bank from Sewer Receipts

FDIC Insured CD's / FNC

		Maturity	Earnings
1yr CD: Empower FCU 10/07/25 4.2%	\$55,000.00		
2yr CD: Goldman Sachs Bnk 07/03/26 4.25%	\$23,210.00	\$25,000.00	
1yrCD: Citibank Natl Bnk 06/25/2025 5.35%	\$84,000.00		
DREYFUS MM HOLDING ACCOUNT CD Earnings	\$407.40		
	\$162,617.40		