

**Minutes of the 714th Meeting
of the Board of the
LEESPORT BOROUGH AUTHORITY**

March 24, 2026

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday March 17, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Board Members Ron Kohler, Cody Madeira, Dennis Chelius, and Pat O'Neill were present. Support staff present were Solicitor Chris Hartman, Engineer H. David Miller and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 713th Minutes from the February meeting were approved as written.

VISITORS:

CORRESPONDENCE:

DCED: Executed Canal St Grant Contract

Entech: AutoZone Review Letter

Entech: Century Cabinetry Confirmation Letter sent to SSM

Kontrol Automation: Centrifuge VFD Quote, \$4,979.80

PMAA : Health Insurance & Retirement Plan Program Options Letter

PA Labor & Industry: Ltr re: DCED Grant & Prevailing Wage Requirements

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

The metal garage roof blew off during a severe storm the evening of March 16. A plywood like surface remains. Insurance has been notified and a claim will be made according to their procedures.

D. Chelius motioned to approve payment of the month's bills, \$47,166.80, seconded by C. Madeira and passed unanimously.

The proposed terms and conditions of a loan from Tompkins Bank were discussed. In general the interest rate will fall at around 7.5 % or more. The inclusion of a prepayment penalty was problematic. C. Hartman will talk to his contact at Tompkins Bank and also potentially talk to a contact at Fleetwood Bank if the Authority decides to look further.

Delinquent accounts were discussed. At last meeting it was agreed that if no March payment had been received by the 14th on the Seidel accounts then C. Hartman would proceed with further legal notice (liens). The payment plan states that missed payments allow the LBA to revoke the payment agreement. January and March payments were missed. R. Kohler motioned to file liens on the two Seidel accounts, seconded by P. O'Brien and passed unanimously.

D. Chelius motioned to send C. Sweitzer a legal letter from C. Hartman, seconded by C. Madeira and passed unanimously. The Sweitzer account will receive a notice regarding their recurring inability to pay their bill and anticipated resolution of the matter.

ENGINEER'S REPORT

H. David Miller reviewed the month's report. The Canal Street project went out to bid on March 16. Pre-Bid Meeting is March 31 at 10 am at the Treatment Plant conference room. Bids will be open on April 14 and awarded on April 24. May 25 will be the Pre-Construction meeting. Construction anticipated to occur between June and October.

The 2025 Chapter 94 report is on schedule to be submitted by March 31. Ontelaunee's purchased capacity is completely accounted for.

SOLICITOR

C. Hartman noted as he is beginning the process of finalizing the new Ontelaunee Agreement that there may need to be added verbiage regarding some future modification to the capacity portion. Any eventual modification regarding capacity could potentially impact the latest Bern Agreement (in a good way, from their perspective).

MILLER ENVIRONMENTAL

C. Mease reviewed the monthly report. The centrifuge VFD was replaced. All electrical components are obsolete but KAI has replacement parts on hand if needed. It is hoped the centrifuge can be kept in operation for another year.

The utility water pumps are installed. The electrical upgrade is still in process. R. Kohler motioned to approve purchase of A.C. Schultes control panel modification Option 1, \$1,251, seconded by D. Chelius and passed unanimously.

GENERAL

The meeting adjourned at 8:00. Next meeting is April 21, 2026.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

March 2026

Date	Num	Memo	Account	Paid Amount
CNA SURETY				
03/17/2026		69700591.KNaja	6180 · INSURANCE	600.00
Total CNA SURETY				600.00
COMCAST				
03/17/2026		Business Internet 02/18-03/17	6395 · Telephone & Internet	451.64
Total COMCAST				451.64
CREATIVE PAYMENT SOLUTIONS				
03/17/2026		LSPA0166. 2/1-2/28arbox	6272 · Accounting /Bank Fees	29.10
Total CREATIVE PAYMENT SOLUTIONS				29.10
ENTECH ENGINEERING, INC.				
03/17/2026		101276.CanalStUpgradeGrantAactivi...	6268 · Collection System (Outsid...	1,207.50
03/17/2026		101334.CanalStUpgrade	6268 · Collection System (Outsid...	1,511.25
03/17/2026		101555.Reporting	6264 · Operations & Assoc. Activ...	350.00
Total ENTECH ENGINEERING, INC.				3,068.75
FRONTIER				
03/17/2026		610 926 2060	6395 · Telephone & Internet	263.43
Total FRONTIER				263.43
HARTMAN, VALERIANO, MAGOVERN & LUTZ				
03/17/2026		10419..BernAgrmt,CanalSt,CentCabi...	6271 · Legal Fees	900.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				900.00
JONATHAN A HENNE PROPERTY SVCS				
03/17/2026		1389.Plowing&SaltingWWTP2/15/26	6303 · Building & Equipment	300.00
03/17/2026		1405.Plowing&SaltingWWTP2/23/26	6303 · Building & Equipment	383.00
03/17/2026		1426.Plowing&SaltingWWTP3/1/26	6303 · Building & Equipment	323.00
Total JONATHAN A HENNE PROPERTY SVCS				1,006.00
KONTROL AUTOMATION INC				
03/17/2026		68753.VFDinstallationCentrifuge	6303 · Building & Equipment	4,979.80
Total KONTROL AUTOMATION INC				4,979.80
KRIS WHOLAVER				
03/17/2026		FEB26.OfficeCleaning	6303 · Building & Equipment	300.00
Total KRIS WHOLAVER				300.00
MILLER ENVIRONMENTAL				
03/17/2026		110426263.APR	6100 · MILLER ENVIRONMENT...	27,750.26
03/17/2026		110426263.MaintFee	6102.a · OPScontractMaintFee (...)	833.33
Total MILLER ENVIRONMENTAL				28,583.59
OFFICE BASICS INC				
03/03/2026		Copy Paper& Post Its	6253 · Office Supplies & Equipm...	119.49
Total OFFICE BASICS INC				119.49
OFFICE SVCS KIM NAJA				
03/17/2026		032026.Mtgs,Banking,SewerBilling	6290 · Administrative Contract S...	1,200.00
Total OFFICE SVCS KIM NAJA				1,200.00
ZINN INSURANCE LLC				
03/17/2026		440634.LiabilityIns1of4	6182 · Liability Insurance	3,703.00

10:53 AM
03/16/26

LEESPORT AUTHORITY OPERATING EXPENDITURES

March 2026

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
03/17/2026		440568.CyberIns2026-27	6182 · Liability Insurance	1,962.00
		Total ZINN INSURANCE LLC		5,665.00
TOTAL				<u>47,166.80</u>

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	2/28/26
Debt Service Reserve 0.02%(GOVT.Savings)	\$10,085.58		\$0.16		\$10,085.74
Operating 0.6%	\$215,799.43	\$109,568.00	\$95.47	(70,522.14)	\$254,940.76
Sewer Receipts 0.03%	\$53,090.43	\$61,587.66	\$1.58	(60,226.66)	\$54,453.01
Payroll 0.02%	\$1,105.84		\$0.01	(28.69)	\$1,077.16
Maintenance Reserve 0.03%	\$50,005.06		\$1.15		\$50,006.21
PLGIT 3.7%	\$410,263.46		\$1,137.64		\$411,401.10
Special Construction 0.7%	\$0.00	\$0.00	\$0.00	0.00	\$0.00
				LBA OPERATIONS TOTAL	\$861,767.06
			TOTAL INTEREST \$1,236.01	GRAND TOTAL	\$861,767.06

Comments:

Transfer from Sewer Receipts to Operating Account, \$60,000. \$226.66 was a payment reversal

FDIC Insured CD's / FNC

		Maturity	Earnings
2yr CD: City Nat'l Bnk 01/24/28 3.65%	\$56,000.00		Semi-Annual
2yr CD: Goldman Sachs Bnk 07/03/26 4.25%	\$23,210.00	\$25,000.00	
DREYFUS MM HOLDING ACCOUNT CD Earnings	\$593.08		
	\$79,803.08		