

**Minutes of the 676th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

January 19, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, January 17, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Charlie Berger (via phone due to medical issues), and Cody Madeira were present. Board member Kim Cherry arrived at 7:18. Support staff present were Engineer H. David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 675th Minutes from the December meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|-------------------|---|
| LBA | Notice re: LBA Advertisement of January Meeting Date Change |
| Entech | Ltr re: Charitable Gift to Helping Harvest given in LBA's honor |
| Ebert Engineering | Ltr re: Epting Tract Sewage Planning Module |
| Helping Harvest | Ltr re: Thank You for Entech Donation given in LBA's honor |
| PMAA | Notices: Board Member Training, Women Innovation Conference |
| | |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

Solicitor Christopher Hartman was introduced to the Board. He will be replacing Paul Essig who has retired.

C. Berger approved payment of the month's bills, \$32,631.83, seconded by C. Madeira and passed unanimously.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the engineering activities.

The line flushing on 1st St was aborted as the lines were quite clean and the earlier clog must have been old grease build up that had collected.

Entech is reviewing preliminary plans for St. Luke's Urgent Care at Cherry St in Ontelaunee TWP and the sewer planning module submitted by Ebert Engineering for Metropolitan Group/Epting Tract apartments, also in Ontelaunee TWP.

The temporary treatment pilot run will hopefully be initiated soon, once materials are in place.

The Critical Inventory meeting between Entech and Miller Environmental occurred on January 9.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

Tri-State's AUMA rep was called back to a continuing problem with the manually closed valve. It turned out something must have been stuck in the valve causing it to register electronically as closed but in fact still be slightly open, and dirty effluent was leaking through. Together they were able to close the valve further and fix the problem.

There was some discussion of the pros and cons of keeping various critical inventory items on the shelf. This will be further evaluated once the completed list (cost and lead time) is assembled by Entech.

A quote of \$854 to repair the old gearbox was received from Tri-State. There is no great interest in this repair given the expectation of creating the critical inventory of new items.

SOLICITOR

C. Hartman asked a number of questions to better familiarize himself with the Intermunicipal Agreement, budgeting and invoicing, the Corrective Action Plan, and the Aeration Project. While the text of the original Intermunicipal Agreement noted 300 gpd per EDU, the First Amendment bringing on Bern increased the EDU definition to 350 gpd. The Corrective Action plan is referenced in the Chapter 94 report and includes the breakout of EDU's for Ontelaunee and Bern. K. Naja will forward a copy of the Ch 94 report. K. Naja reviewed the LBA budgeting which uses the proportionate shares of Ontelaunee and Bern to determine quarterly invoice amounts during the year, and the end of year reconciliation performed by the CPA based on the actual flow data collected from pump stations. Each township is either invoiced further or refunded money after the CPA's audit. Kim will forward a copy of the 2023 Budget so Chris can see the breakdown of monetary responsibility.

The dollar estimate and timeframe for the aeration project were discussed. The figure is approximately 1.6 million dollars and this is the number the County ARP Grant was calculated on. The grant will be disbursed in no more than two installments (the County's preference) once paid invoices are submitted for reimbursement. The VFD (variable frequency drive) was estimated to have a 54 week lead time as of August, 2022. Other necessary items have extended lead times but the VFD is the primary culprit. The project completion date may be December, 2023. It continues to be something of a moving target. The required dollar amounts from Ontelaunee and the LBA have been deposited. The LBA would have the necessary funds to cover Bern's delinquent amount if necessary. K. Naja will forward a copy of the cost opinion table.

The continuing discussion of BTMA's refusal to pay their invoice ensued. D. Knoll and J. Sweeney stated they have no interest in trading EDU's to negotiate an alternative payment. They just want them to pay what is required of them. C. Hartman noted that EDU's are "currency" in the sewer business. He understood the LBA would not want to change aspects of the agreement with BTMA and that the best outcome was to enforce the agreement. He also felt the best movement forward would be to enter into a mediation if a negotiated resolution could not be reached. He suggested two board members and the business manager and engineer be in attendance in a private meeting with similar representatives from

BTMA. He will be in touch with Solicitor Becker. K. Naja will forward a copy of the First Amendment to the Intermunicipal Agreement and also a copy of the letter received from BTMA stating their reasons for not wanting to pay their portion.

GENERAL

C. Hartman noted that the third Thursday of the month conflicts with his scheduling and that of others at HVM&L who would fill in, and asked if the LBA could consider a different date for its monthly meetings. All present agreed that the third TUESDAY of each month could work. C. Madeira motioned to approve changing the monthly meeting date to the third Tuesday of each month, to add this item to this meeting's agenda, and to advertise the new meeting dates; seconded by J. Sweeney and unanimously approved. Chris stated his office will cover the cost of this advertisement.

K. Naja told the LBA that as of the end of March she will be retiring from her fulltime position with the Borough of Leesport. She plans to continue her position with the LBA so from their perspective they will not see any change. Details to follow as the date gets closer.

The meeting adjourned at 8:25.

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

January 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|-------------------------------|---|---|-------------|
| 01/17/2023 | | AK Tax (LASH Tax) | | |
| 01/17/2023 | 2779.4thQTaxReportsW-2s | | 6272 · Accounting /Bank Fees | 210.00 |
| | | Total AK Tax (LASH Tax) | | 210.00 |
| 01/17/2023 | | COMCAST | | |
| 01/17/2023 | Business Internet 01/18-02/17 | | 6395 · Telephone & Internet | 12.60 |
| | | Total COMCAST | | 12.60 |
| 01/17/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| 01/17/2023 | LSPA0128. 12/1-12/31arbox | | 6272 · Accounting /Bank Fees | 25.00 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 25.00 |
| 01/17/2023 | | ENTECH ENGINEERING, INC. | | |
| 01/17/2023 | 82486.WWTPactiv | | 6264 · Operations & Assoc. Activities | 917.50 |
| 01/17/2023 | 82486.CollSysMaint | | 6401 · Collection System Maint. Plan | 150.00 |
| 01/17/2023 | 82487.WWTP/decant issues | | 6264 · Operations & Assoc. Activities | 260.00 |
| | | Total ENTECH ENGINEERING, INC. | | 1,327.50 |
| 01/17/2023 | | ESRI | | |
| 01/17/2023 | 4334549.ARCGISDSKTPBASI... | | 6259 · Dues,Rentals,Subscriptions | 400.00 |
| | | Total ESRI | | 400.00 |
| 01/17/2023 | | FRONTIER | | |
| 01/17/2023 | 610 926 2060 | | 6395 · Telephone & Internet | 209.75 |
| | | Total FRONTIER | | 209.75 |
| 01/17/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| 01/17/2023 | 1467.Mtgs,BTMAcomm, Zeiner... | | 6271 · Legal Fees | 2,712.50 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 2,712.50 |
| 01/03/2023 | | JONATHAN A HENNE PROPERTY SVCS | | |
| 01/03/2023 | 12651545.MultipleSaltingWW... | | 6303 · Building & Equipment | 635.00 |
| | | Total JONATHAN A HENNE PROPERTY SVCS | | 635.00 |
| 01/17/2023 | | MILLER ENVIRONMENTAL | | |
| 01/17/2023 | 110223225.FEB | | 6100 · MILLER ENVIRONMENTAL (W... | 23,218.60 |
| 01/17/2023 | 110223225.maintfee | | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| 01/17/2023 | 111222223-A.BOD samplingOCT | | 6060 · Test Sampling or Chemicals (Infl... | 180.00 |
| 01/17/2023 | 111222223-B.BOD samplingDEC | | 6060 · Test Sampling or Chemicals (Infl... | 765.00 |
| | | Total MILLER ENVIRONMENTAL | | 24,996.93 |
| 01/17/2023 | | PMAA | | |
| 01/17/2023 | 2023 Active Dues | | 6259 · Dues,Rentals,Subscriptions | 935.21 |
| | | Total PMAA | | 935.21 |
| 01/17/2023 | | Reading Eagle | | |
| 01/17/2023 | 1335357.JAN2023MtgDateCha... | | 6251 · Advertising (bids, meeting notice... | 40.24 |
| | | Total Reading Eagle | | 40.24 |
| 01/17/2023 | | SUBURBAN TESTING LABS | | |
| 01/17/2023 | P3000072.BODTestingAmerico... | | 6201 · LTD Principal | 264.60 |
| | | Total SUBURBAN TESTING LABS | | 264.60 |
| | | TRI-STATE TECHNICAL SALES CORP | | |

11:40 AM

01/17/23

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

January 2023

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|------------|--------------------------------------|-----------------------------|--------------------|
| 01/17/2023 | | PCI1352109.FieldSvcActuator | 6303 · Building & Equipment | 862.50 |
| | | Total TRI-STATE TECHNICAL SALES CORP | | 862.50 |
| TOTAL | | | | <u>32,631.83</u> |

| LEESPORT BOROUGH AUTHORITY | ACCOUNT SUMMARY | | | | |
|---|-----------------|-------------|-----------------------|-----------------------------|-----------------------|
| | Opening | Deposits | Interest | Disbursements | 12/31/22 |
| Debt Service Reserve 0.02%(GOVT.Savings) | \$9,198.61 | \$10.00 | \$0.16 | | \$9,208.77 |
| Operating 0.04% | \$290,356.52 | \$50,884.66 | \$10.75 | (58,388.88) | \$282,863.05 |
| Sewer Receipts 0.034% | \$82,412.32 | \$76,401.52 | \$3.94 | | \$158,817.78 |
| Payroll 0.02% | \$1,100.36 | \$1,100.00 | \$0.02 | (551.35) | \$1,649.03 |
| Maintenance Reserve 0.03% | \$50,011.31 | | \$1.27 | (11.00) | \$50,001.58 |
| PLGIT | \$3,122.63 | | \$10.47 | | \$3,133.10 |
| Special Construction 0.04% | \$1,526,645.17 | | \$51.85 | (1,757.50) | \$1,524,939.52 |
| | | | | LBA OPERATIONS TOTAL | \$662,473.45 |
| | | | TOTAL INTEREST | \$78.46 | GRAND TOTAL |
| | | | | | \$2,187,412.97 |

Comments:

Maintenance Reserve & Debt Svc Reserve: \$11 disbursement & \$10 deposit to keep accounts active

Special Construction: \$1757.50 paid to Entech

| FDIC Insured CD's / FNC | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,450.14 | | |
| | \$156,800.14 | | |

**Minutes of the 677th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

February 22, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, February 21 , at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Charlie Berger (via phone due to medical issues), Kim Cherry, and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 676th Minutes from the January meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|---------------|---|
| Envirep | Renewal of Annual Service Agreement: Gorman-Rupp Pumping Equipment |
| HVM&L | Copy of LBA Meeting Date Advertisement Noting Change to 3 rd Tuesday/month |
| Envirep | Quotation for Gauges, \$1,007.84 |
| Exeter Supply | Copy of Quotation to BORO: Water Meter Replacements |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to approve payment of the month's bills, \$35,527.16 from the Operating Account, seconded by K. Cherry, approved unanimously.

K. Cherry motioned to approve payment of two Entech invoices from the Special Construction Account, \$5,586.25, seconded by J. Sweeney, approved unanimously.

K. Naja noted that Special Construction Account (Tompkins Bank) will be earning 2% interest now.

There was discussion of potential bus drop off activity at the WWTP driveway for the June, 2023 Schuylkill River Sojourn, with the indication being that the buses would park on the grass rather than the driveway. The LBA had no problem with this but expressed concern if the ground was soft, might there be a problem for the buses. It was agreed the buses could use the WWTP parking lot to turn around in or park in briefly as long as access to the plant was always maintained.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the engineering activities.

The Arkea Temporary Treatment Trials will begin Feb. 22. The Biostem D product may be changed out for another reagent, stay tuned.

Entech is working up a Plan C (contingency plan) to address the 'what could possibly go wrong' aspect of temporary treatment during construction.

There was brief discussion of the Metropolitan/Epting Tract Sewer Planning Module and any relationship it has to the Ontelaunee PS 7 upgrade. The DEP pump station upgrade requirement existed before the apartment complex proposal. Ontelaunee received DEP approval for their CAP in 2017. There are areas of LBA Rt 61 / Canal St sewer main which have limiting capacity issues, depending on the pumping parameters of PS 7.

SOLICITOR

C. Hartman reviewed his discussion with BTMA Solicitor Dan Becker. He noted that step one was to once again offer for the LBA to take over the Stonehedge sewer system, which was again rejected. (Step two was to offer to set up a meeting at his office for the Authority Chairman, Business Manager, and Engineer.) Most of D. Becker's comments seemed to be a reiteration of comments made to the LBA at its November, 2022 meeting. Interestingly, this included a reference to "their offer made" at which point all in the room this night appeared incredulous, as there had been no offer of anything in November.

There was extended conversation regarding the use of BTMA's "portion" of the ARP Grant amount and subtracting it up front from their amount due to the Special Construction Account. Because there is considerable precedent established of using BTMA's proportion (7.61 %, their requirement) in calculating all other operations amounts due, there was no interest in changing that aspect of the calculations at this time. However, the LBA did allow that it would consider reducing their amount due now from \$126,524 to \$94,942.50, 7.61% of the potential grant amount (\$415,000). C. Hartman will communicate this to D. Becker, and will try to set up a meeting date with a choice of the following: Tues., 2/28, between 9 and 2, Wed. or Thu., 3/1 or 3/2, between 12 and 3, or Fri., 3/3 between 9 and 12.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. All is well, the Arkea trial will begin tomorrow.

GENERAL

K. Naja discussed her plans to continue working as a contractor/consultant in a sole proprietor capacity for the LBA. C. Madeira motioned for the LBA to pay \$1,000 per month for her business management services expected to be 10-20 hours per week, seconded by J. Sweeney, and passed unanimously.

Kim stated she would do a certain amount of work from home but would also have some work to do at the office. She will be monitoring the phone and email, collecting LBA mail, along with the other accounting or bank functions and attending meetings. She does not need the LBA to supply her with any items for her home office. She noted that if she was ever traveling for a week or more this time would be subtracted away from a month's bill.

The quotation for the water meters was discussed briefly, the LBA will be responsible for \$28,671.08, 50% of the \$57,342.15. The LBA generates its income from accurate water meter readings.

The meeting adjourned at 8:43.

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

March 1 - 21, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|-----|---|---|-------------|
| 03/21/2023 | | CNA SURETY | | |
| | | 69700591.K.NajaBOND | 6180 · INSURANCE | 600.00 |
| | | Total CNA SURETY | | 600.00 |
| 03/21/2023 | | COMCAST | | |
| | | Business Internet 03/18-04/17 | 6395 · Telephone & Internet | 380.60 |
| | | Total COMCAST | | 380.60 |
| 03/21/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| | | LSPA0129. 02/1-2/28arbox | 6272 · Accounting /Bank Fees | 25.00 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 25.00 |
| 03/21/2023 | | DELAWARE RIVER BASIN COMMISSION | | |
| | | 232278.Annual Monitoring Fee ... | 6312 · NPDES FEES (Permit Annual) | 715.00 |
| | | Total DELAWARE RIVER BASIN COMMISSION | | 715.00 |
| 03/21/2023 | | ENTECH ENGINEERING, INC. | | |
| | | 83598.WWTPactiv | 6264 · Operations & Assoc. Activities | 1,082.50 |
| | | 83598.CollSysMaint | 6401 · Collection System Maint. Plan | 310.00 |
| | | 83599.WWTP/bioaugMTG | 6264 · Operations & Assoc. Activities | 135.00 |
| | | Total ENTECH ENGINEERING, INC. | | 1,527.50 |
| 03/21/2023 | | FRONTIER | | |
| | | 610 926 2060 | 6395 · Telephone & Internet | 213.14 |
| | | Total FRONTIER | | 213.14 |
| 03/21/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| | | 1940.MonthMtg&PrepsD.Becke... | 6271 · Legal Fees | 558.00 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 558.00 |
| 03/21/2023 | | JONATHAN A HENNE PROPERTY SVCS | | |
| | | 003.MultipleSaltingWWTP2/27... | 6303 · Building & Equipment | 190.70 |
| | | Total JONATHAN A HENNE PROPERTY SVCS | | 190.70 |
| 03/13/2023 | | Kline's Services | | |
| | | 1788910.JAN092023LineClean... | 6309 · Collection Sys. Maint. Plan (Prev... | 1,806.35 |
| | | 1788910.JAN092023LineClean... | 6309 · Collection Sys. Maint. Plan (Prev... | 529.20 |
| | | Total Kline's Services | | 2,335.55 |
| 03/21/2023 | | MILLER ENVIRONMENTAL | | |
| | | 110423227.APR | 6100 · MILLER ENVIRONMENTAL (W... | 23,218.60 |
| | | 110423227.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| | | Total MILLER ENVIRONMENTAL | | 24,051.93 |
| 03/21/2023 | | MYERS & BELL INSURANCE | | |
| | | 1 of 4 installments | 6182 · Liability Insurance | 5,619.00 |
| | | Total MYERS & BELL INSURANCE | | 5,619.00 |
| 03/21/2023 | | OFFICE BASICS INC | | |
| | | Print Toner& 2-DrwFileCab | 6253 · Office Supplies & Equipment | 424.50 |
| | | Total OFFICE BASICS INC | | 424.50 |
| 03/21/2023 | | Reading & Northern Real Estate Co | | |
| | | 52304.Bridge/Shackamaxon &... | 6259 · Dues,Rentals,Subscriptions | 1,000.00 |

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

March 1 - 21, 2023

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|---|------------|--------------------------------|-----------------------------|--------------------|
| Total Reading & Northern Real Estate Co | | | | 1,000.00 |
| TRI-STATE TECHNICAL SALES CORP | | | | |
| 03/21/2023 | | PCI1354869.FieldSvcActuator... | 6303 · Building & Equipment | 3,708.00 |
| 03/21/2023 | | PCI1355046.LABOR/TRAVELF... | 6303 · Building & Equipment | 1,218.10 |
| Total TRI-STATE TECHNICAL SALES CORP | | | | 4,926.10 |
| TOTAL | | | | 42,567.02 |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 2/28/23 |
|---|----------------|-------------|----------------------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,208.95 | | \$0.17 | | \$11,209.12 |
| Operating 0.04% | \$251,515.58 | \$9,006.75 | \$7.50 | (33,583.16) | \$226,946.67 |
| Sewer Receipts 0.034% | \$177,349.59 | \$60,266.41 | \$6.37 | | \$237,622.37 |
| Payroll 0.02% | \$1,060.27 | \$0.00 | \$0.01 | (28.68) | \$1,031.60 |
| Maintenance Reserve 0.03% | \$50,002.85 | | \$1.15 | | \$50,004.00 |
| PLGIT | \$3,144.30 | | \$10.61 | | \$3,154.91 |
| | | | | | |
| Special Construction 2% | \$1,524,991.32 | | \$1,684.29 | (5,586.25) | \$1,521,089.36 |
| | | | | | |
| | | | | LBA OPERATIONS TOTAL | \$686,768.81 |
| | | | TOTAL INTEREST \$1,710.10 | GRAND TOTAL | \$2,207,858.17 |

Comments:

Special Construction: Payment to Entech, two invoices

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,450.14 | | |
| | \$156,800.14 | | |

**Minutes of the 678th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

March 24, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, March 21 , at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Kim Cherry and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 677th Minutes from the February meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|------------------------|--|
| Diversified Technology | Proposal 19184, Current Program Updated to Cloud Based Program |
| PMAA | Notices: Management Workshops & Training Sessions |
| PA DCNR | Notice re: Locust Creek & Locust Lake Dams |
| Entech | Copy of Ltr to DEP re: St Luke's Medical Building, Cherry St, Ontelaunee TWP |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

J. Sweeney motioned to approve payment of the month's bills, \$42,567.02, seconded by C. Madeira. The motion passed 4-0.

K. Cherry motioned to pay \$3,430 from the Special Construction account, seconded by J. Sweeney, for Entech and Brenntag invoices, \$1,630 and \$1,800 respectively. The motion passed 4-0.

The Borough and LBA will be sharing a cloud based subscription for the Diversified Technology billing program. Each will pay \$1,440 per year. This will enable the program to be accessed offsite when necessary, and rather than the LBA and BORO computers needing to be in the same building they can be located anywhere essentially. Also certain billing operations can be handled by Diversified Technology if ever necessary. C. Madeira motioned to convert to the cloud based program, seconded by J. Sweeney. The motion carried 4-0.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the engineering activities.

They are still waiting on information for the critical inventory list.

The St Luke's Medical Facility Sewer Planning module was signed by the Chairman, as was the Epting Property Sewer Planning Module.

D. Knoll wanted to know what impact the new force main at PS 7 would have related to the downstream main within Leesport which was found to have limiting capacity. While the LBA 18' sewer main has addressed increased flows from N Canal St, there is an area of N Canal just west of Rt 61 which has had surcharge problems in the past.

SOLICITOR

C. Hartman reviewed the March 3 meeting attended by representatives of the LBA and BTMA to discuss BTMA issues with their involvement in the aeration project funding. He noted three items they were focused on: "fairness" of their inclusion based on their flows and quality of their flows, the perception that the BOD problem was "created" by Leesport, and the request for an advance credit based on the ARP Grant award to LBA.

Based on BTMA's recorded flow into the wwtp for each of the past three years, and the fact that there is no future housing being built in the Stonehedge development, 6% is a verified proportion of capacity currently needed at the treatment plant. Using 6% rather than 7.61% (for the aeration project monetary responsibility) BTMA was offered the option to pay a reduced amount (see attached spreadsheet). J. Sweeney questioned if this reduction was limited to this project only. Yes.

Chris also noted that it makes sense to pursue a new, separate agreement with BTMA as their needs are very different from those of Ontelaunee TWP.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

Another actuator (for air valve on SBR1) ceased to function and was replaced with a new one. Total cost \$4,926.10

It is not easy to keep spare actuators on the shelf due to the fact that specs have to match from each location.

A recent storm caused a number of tree limbs to fall and damage portions of the fencing around the property. D. Knoll said he would try to take care of the fallen limbs. K. Naja will contact JM Fence who has worked at the property previously.

GENERAL

The meeting adjourned at 7:55.

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

March 1 - 21, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|-----|---|---|-------------|
| 03/21/2023 | | CNA SURETY | | |
| | | 69700591.K.NajaBOND | 6180 · INSURANCE | 600.00 |
| | | Total CNA SURETY | | 600.00 |
| 03/21/2023 | | COMCAST | | |
| | | Business Internet 03/18-04/17 | 6395 · Telephone & Internet | 380.60 |
| | | Total COMCAST | | 380.60 |
| 03/21/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| | | LSPA0129. 02/1-2/28arbox | 6272 · Accounting /Bank Fees | 25.00 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 25.00 |
| 03/21/2023 | | DELAWARE RIVER BASIN COMMISSION | | |
| | | 232278.Annual Monitoring Fee ... | 6312 · NPDES FEES (Permit Annual) | 715.00 |
| | | Total DELAWARE RIVER BASIN COMMISSION | | 715.00 |
| 03/21/2023 | | ENTECH ENGINEERING, INC. | | |
| | | 83598.WWTPactiv | 6264 · Operations & Assoc. Activities | 1,082.50 |
| | | 83598.CollSysMaint | 6401 · Collection System Maint. Plan | 310.00 |
| | | 83599.WWTP/bioaugMTG | 6264 · Operations & Assoc. Activities | 135.00 |
| | | Total ENTECH ENGINEERING, INC. | | 1,527.50 |
| 03/21/2023 | | FRONTIER | | |
| | | 610 926 2060 | 6395 · Telephone & Internet | 213.14 |
| | | Total FRONTIER | | 213.14 |
| 03/21/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| | | 1940.MonthMtg&PrepsD.Becke... | 6271 · Legal Fees | 558.00 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 558.00 |
| 03/21/2023 | | JONATHAN A HENNE PROPERTY SVCS | | |
| | | 003.MultipleSaltingWWTP2/27... | 6303 · Building & Equipment | 190.70 |
| | | Total JONATHAN A HENNE PROPERTY SVCS | | 190.70 |
| 03/13/2023 | | Kline's Services | | |
| | | 1788910.JAN092023LineClean... | 6309 · Collection Sys. Maint. Plan (Prev... | 1,806.35 |
| | | 1788910.JAN092023LineClean... | 6309 · Collection Sys. Maint. Plan (Prev... | 529.20 |
| | | Total Kline's Services | | 2,335.55 |
| 03/21/2023 | | MILLER ENVIRONMENTAL | | |
| | | 110423227.APR | 6100 · MILLER ENVIRONMENTAL (W... | 23,218.60 |
| | | 110423227.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| | | Total MILLER ENVIRONMENTAL | | 24,051.93 |
| 03/21/2023 | | MYERS & BELL INSURANCE | | |
| | | 1 of 4 installments | 6182 · Liability Insurance | 5,619.00 |
| | | Total MYERS & BELL INSURANCE | | 5,619.00 |
| 03/21/2023 | | OFFICE BASICS INC | | |
| | | Print Toner& 2-DrwFileCab | 6253 · Office Supplies & Equipment | 424.50 |
| | | Total OFFICE BASICS INC | | 424.50 |
| 03/21/2023 | | Reading & Northern Real Estate Co | | |
| | | 52304.Bridge/Shackamaxon &... | 6259 · Dues,Rentals,Subscriptions | 1,000.00 |

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

March 1 - 21, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|--------------------------------|-----------------------------|-------------|
| Total Reading & Northern Real Estate Co | | | | 1,000.00 |
| TRI-STATE TECHNICAL SALES CORP | | | | |
| 03/21/2023 | | PCI1354869.FieldSvcActuator... | 6303 · Building & Equipment | 3,708.00 |
| 03/21/2023 | | PCI1355046.LABOR/TRAVELF... | 6303 · Building & Equipment | 1,218.10 |
| Total TRI-STATE TECHNICAL SALES CORP | | | | 4,926.10 |
| TOTAL | | | | 42,567.02 |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 2/28/23 |
|---|----------------|-------------|----------------------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,208.95 | | \$0.17 | | \$11,209.12 |
| Operating 0.04% | \$251,515.58 | \$9,006.75 | \$7.50 | (33,583.16) | \$226,946.67 |
| Sewer Receipts 0.034% | \$177,349.59 | \$60,266.41 | \$6.37 | | \$237,622.37 |
| Payroll 0.02% | \$1,060.27 | \$0.00 | \$0.01 | (28.68) | \$1,031.60 |
| Maintenance Reserve 0.03% | \$50,002.85 | | \$1.15 | | \$50,004.00 |
| PLGIT | \$3,144.30 | | \$10.61 | | \$3,154.91 |
| | | | | | |
| Special Construction 2% | \$1,524,991.32 | | \$1,684.29 | (5,586.25) | \$1,521,089.36 |
| | | | | | |
| | | | | LBA OPERATIONS TOTAL | \$686,768.81 |
| | | | TOTAL INTEREST \$1,710.10 | GRAND TOTAL | \$2,207,858.17 |

Comments:

Special Construction: Payment to Entech, two invoices

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,450.14 | | |
| | \$156,800.14 | | |

**Minutes of the 679th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

April 24, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, April 18, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Charles Berger (by phone), Kim Cherry and Cody Madeira were present. Support staff present were Engineer Christopher Hannum, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 678th Minutes from the March meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|-----------------|---|
| ProMax/JM Fence | Proposal 230506: Fence Repair WWTP Perimeter, \$2,650 |
| Lee Tree Care | Proposal 1842: Tree Removal, 18-20 Trees, \$8,490 |
| PMAA | Ltr re: Investor Owned Utility Acquisitions |
| PMAA | Management Workshops, 4/12, 5/5, 5/12 virtual |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to approve payment of the month's bills, \$37,736.72, seconded by J. Sweeney. The motion carried 5-0.

J. Sweeney motioned to pay the Entech invoice of \$1,817.50 from the Special Construction Account, seconded by K. Cherry and passed unanimously.

K. Naja reported that on the advice of the LBA's insurance agent, Myers & Bell, the flood insurance is now provided by Neptune Commercial Flood. The initial premium paid to Neptune was via ACH to expedite the change before the current policy's (Foremost Insurance) end.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

C. Hannum noted that the 2022 Chapter 94 still notes the existence of the organic overload projection due to the fact that the Aeration Project will not be completed until the end of 2023, so the situation remains in 2023

H.D. Miller's report contains a summary table showing contractor milestone dates. C. Hannum will be providing a detailed project timetable to be distributed to members and Miller Environmental.

He noted that once Mobilization begins the real bills will start coming in. K. Naja noted that if possible she will apply for the entire County ARP Grant at one time. She needs proof of invoice payments before she can actually apply for any of the \$415,000 award. C. Hartman expressed concern that if the schedule falls behind he wants some kind of written statement from the County committing the grant funding to the LBA.

C. Mease inquired if all the required items had been ordered, specifically the second decanter. He also asked if the float was being replaced and if piping was included. Also, Brenntag's second treatment component, Problend, did not arrive until after 4:30 on 4/17, when no one was available at the plant. (Account paperwork provided to Brenntag noted specific delivery hours at the WWTP.) C. Hannum will look into the question of the second decanter.

SOLICITOR

C. Hartman reviewed the March 30th meeting with BTMA: still working on getting to the finish line. They want their financial component of the Aeration Project (potentially 6% rather than 7.21%) to be part of a new agreement to be drafted. Chris thinks this is conceptually ok. The draft is still in progress at Solicitor Becker's office. Two potential issues not really resolved: 1) if the County grant does not materialize they still feel they should not have to contribute to the project, so do not want to pay anything above the \$74,900 ballpark figure arrived at subtracting an "advance" of their grant amount, and 2) if there are cost overruns there has been no real agreement regarding how to address those. Further discussion will be required.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

There was a high fecal recorded in March, caused by a faulty air valve actuator. Once repaired things went back to spec.

There have been some foaming issues at the plant for the past 2-3 weeks which are being treated with chlorine. This is primarily a time-of-year issue.

The trees needing removal were discussed. Christian accompanied Lee Tree Care surveying the property perimeter fencing. 18-20 is a true number of trees with dead overhanging branches. C. Madeira motioned to accept the proposal of \$8,490, seconded by J. Sweeney, and carried unanimously.

Christian also noted a utility water pump repair will be handled by Twiford. He would like to order another motor for the shelf since he used the current one on the shelf to address the current pump issue. The LBA was ok with that, he will get a quotation.

GENERAL

Herbien + Co field work for the 2022 Financial Audit will begin on Monday, April 24.

The meeting adjourned at 7:50.

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

April 1 - 18, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|----------------------------------|--|-------------|
| CAPTAIN CLOG | | | | |
| 04/01/2023 | | 5790728.Jetted house trap to ... | 6301 · Collection System | 468.56 |
| Total CAPTAIN CLOG | | | | 468.56 |
| COMCAST | | | | |
| 04/18/2023 | | Business Internet 04/18-05/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 04/06/2023 | | LSPA0130. 02/1-2/28arbox add... | 6272 · Accounting /Bank Fees | 5.10 |
| 04/18/2023 | | LSPA0131. 03/1-3/31arbox | 6272 · Accounting /Bank Fees | 25.60 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 30.70 |
| DIVERSIFIED TECHNOLOGY CORP | | | | |
| 04/18/2023 | | 21753.1/3 software purchase/C... | 6256 · Computer (Computer & Accessor... | 120.00 |
| Total DIVERSIFIED TECHNOLOGY CORP | | | | 120.00 |
| ENTECH ENGINEERING, INC. | | | | |
| 04/18/2023 | | 84361.Ch942022 | 6267 · Chapter 94 Report | 3,800.00 |
| 04/18/2023 | | 84360.Mtgs&ClientSupport | 6264 · Operations & Assoc. Activities | 1,162.50 |
| 04/18/2023 | | 84360.CollSysMaint | 6401 · Collection System Maint. Plan | 525.00 |
| Total ENTECH ENGINEERING, INC. | | | | 5,487.50 |
| FRONTIER | | | | |
| 04/18/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 213.09 |
| Total FRONTIER | | | | 213.09 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 04/18/2023 | | 2166.MonthMtg&PrepsD.Becke... | 6271 · Legal Fees | 1,008.00 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 1,008.00 |
| MICRO AIR COMPUTERS LLC | | | | |
| 04/18/2023 | | LB230405.RelocationtoWWTP... | 6256 · Computer (Computer & Accessor... | 70.00 |
| Total MICRO AIR COMPUTERS LLC | | | | 70.00 |
| MILLER ENVIRONMENTAL | | | | |
| 04/18/2023 | | 110523228.MAY | 6100 · MILLER ENVIRONMENTAL (W... | 23,218.60 |
| 04/18/2023 | | 110523228.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| Total MILLER ENVIRONMENTAL | | | | 24,051.93 |
| NEPTUNE FLOOD INC | | | | |
| 04/01/2023 | | ACT3369182.GARAGE 4/6/23-... | 6183 · Flood Insurance | 892.68 |
| 04/01/2023 | | TNF3369178.OFFICE/LAB 4/6/... | 6183 · Flood Insurance | 1,760.97 |
| 04/01/2023 | | ASR3369173.MECH BLDG 4/6... | 6183 · Flood Insurance | 2,969.16 |
| Total NEPTUNE FLOOD INC | | | | 5,622.81 |
| Petty Cash | | | | |
| 04/18/2023 | | Petty Cash replenishment | 6252 · Postage | 224.73 |
| Total Petty Cash | | | | 224.73 |
| SUBURBAN TESTING LABS | | | | |
| 04/18/2023 | | P3000781.BODTestingFarmers... | 6060 · Test Sampling or Chemicals (Infl... | 58.80 |
| Total SUBURBAN TESTING LABS | | | | 58.80 |

11:13 AM

04/17/23

LEESPORT AUTHORITY

ALL A/P EXPENDITURES

April 1 - 18, 2023

| Date | Num | Memo | Account | Paid Amount |
|-------|-----|------|---------|------------------|
| TOTAL | | | | <u>37,736.72</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 3/31/23 |
|---|----------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,209.12 | | \$0.19 | | \$11,209.31 |
| Operating 0.04% | \$226,946.67 | \$149,595.44 | \$11.84 | (50,300.33) | \$326,253.62 |
| Sewer Receipts 0.034% | \$237,622.37 | \$75,268.01 | \$7.08 | (100,000.00) | \$212,897.46 |
| Payroll 0.02% | \$1,031.60 | \$1,100.00 | \$0.03 | (676.02) | \$1,455.61 |
| Maintenance Reserve 0.03% | \$50,004.00 | | \$1.28 | | \$50,005.28 |
| PLGIT | \$3,154.91 | | \$12.16 | | \$3,167.07 |
| Special Construction 2% | \$1,521,089.36 | | \$2,582.92 | (3,430.00) | \$1,520,242.28 |
| | | | | LBA OPERATIONS TOTAL | \$762,057.38 |
| | | TOTAL INTEREST | \$2,615.50 | GRAND TOTAL | \$2,282,299.66 |

Comments:

Special Construction: Payment to Entech, Payment to Brenntag

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,719.03 | | |
| | \$157,069.03 | | |

**Minutes of the 680th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

May 18, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, May 16, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Charles Berger (by phone), Kim Cherry and Cody Madeira were present. Support staff present were Engineer Marci Poli, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 679th Minutes from the April meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|---------------|--|
| PMAA | 2023 Communications Award Notice |
| ARRO | Email re: Revised Epting Tract Sewer Planning Module |
| Aqua-Aerobics | Proposal 70506 Explosion Proof Actuator Kit |
| PMAA | Regions 2 & 3 Spring Meeting Notice, June 8 |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to approve payment of the month's bills, \$22,983.64, seconded by J. Sweeney and passed unanimously.

J. Sweeney motioned to approve payment of \$3,910.90 from the Special Construction account to Brenntag, seconded by K. Cherry and passed unanimously.

D. Knoll asked about the upgrade of Ontelaunee PS 7 and if there was acknowledgement of the fact that the LBA would want the line under Rt 61 replaced if there was a hydraulic overload still in existence in the area identified by Entech. M Poli will look into it further but was not involved in the review of this planning module. K. Naja had been told by Entech the pump station upgrade had been revised by Ontelaunee (ARRO) resulting in a reduced flow rate and no longer created an overload in the identified area because of this.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

M. Poli reviewed the engineering report.

Aeration Project: SBR downtime is August through December.

On May 16 representatives from Aqua-Aerobics, Envirep, Entech, and Miller Environmental took part in a site visit to the plant to discuss the single basin mode of operation. This was followed by a conference call involving multiple other associates of the parties. Aqua-Aerobics feels very confident of their calculations but Marci also wants to review them for herself.

Marci and Christian discussed briefly the use of a box vs. a curtain to help maintain effluent quality during the construction project. This must be on site by July 30.

There was further discussion regarding the Epting Tract planning module and general agreement to follow-up further with ARRO regarding the line capacity question.

SOLICITOR

C. Hartman has yet to receive anything from D. Becker / BTMA.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

He also noted that once they are running one SBR only they will be double wasting, most likely an increase of 17 hours to 35 hours per week to run the centrifuge. Also they have been using the Brenntag product ProBlend for two weeks and are not seeing a significant difference in settling.

Lee Tree Service removed 20-22 trees from the fence area around the plant. All ash. The fence repair work by JM Fence was completed.

GENERAL

K. Naja reported that to date only \$26,196.05 has been spent from the Special Construction account, primarily expenses related to temporary treatment trials and engineering

The meeting adjourned at 7:35.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

May 1 - 16, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|---------------------------------|--|-------------|
| COMCAST | | | | |
| 05/16/2023 | | Business Internet 05/18-06/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 05/16/2023 | | LSPA0131. 04/1-4/30arbox | 6272 · Accounting /Bank Fees | 30.20 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 30.20 |
| Diversified Technology (services) | | | | |
| 05/16/2023 | | 21954.MAYsewerbilling | 6244 · Sewer Billing | 663.05 |
| Total Diversified Technology (services) | | | | 663.05 |
| ENTECH ENGINEERING, INC. | | | | |
| 05/16/2023 | | 84859.WWTPactivities | 6264 · Operations & Assoc. Activities | 653.75 |
| Total ENTECH ENGINEERING, INC. | | | | 653.75 |
| Exeter Supply Company | | | | |
| 05/16/2023 | | 311180.50/50LBA/BOROmeter... | 5000 · Operations Purchase (Training, ... | 216.00 |
| 05/16/2023 | | 311181.50/50LBA/BOROmeter... | 5000 · Operations Purchase (Training, ... | 101.50 |
| Total Exeter Supply Company | | | | 317.50 |
| FRONTIER | | | | |
| 05/16/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 214.85 |
| Total FRONTIER | | | | 214.85 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 05/16/2023 | | 2452.D.BeckerBTMAmtg&com... | 6271 · Legal Fees | 378.00 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 378.00 |
| HERBEIN+ CO | | | | |
| 05/16/2023 | | 206602.2022Audit&AUP/Progr... | 6272 · Accounting /Bank Fees | 6,000.00 |
| Total HERBEIN+ CO | | | | 6,000.00 |
| LEE TREE CARE | | | | |
| 05/16/2023 | | 1639.DeadDyingTreeLimbRem... | 6303 · Building & Equipment | 8,490.00 |
| Total LEE TREE CARE | | | | 8,490.00 |
| LONGHORN LANDSCAPING | | | | |
| 05/16/2023 | | 0423.Invoice.MowingContract | 6303 · Building & Equipment | 75.00 |
| Total LONGHORN LANDSCAPING | | | | 75.00 |
| MASTER METER | | | | |
| 05/16/2023 | | 258581.MasterLink Phone/Co... | 5000 · Operations Purchase (Training, ... | 1,750.00 |
| Total MASTER METER | | | | 1,750.00 |
| MILLER ENVIRONMENTAL | | | | |
| 05/16/2023 | | 110423227-B.MarchSamplingB... | 6060 · Test Sampling or Chemicals (Infl... | 810.00 |
| 05/16/2023 | | 110423227AB.JANSamplingBOD | 6060 · Test Sampling or Chemicals (Infl... | 270.00 |
| Total MILLER ENVIRONMENTAL | | | | 1,080.00 |
| OFFICE SVCS KIM NAJA | | | | |
| 05/16/2023 | | 042023.AprilComm,Banking,IT,... | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |

1:20 PM

05/15/23

LEESPORT AUTHORITY OPERATING EXPENDITURES

May 1 - 16, 2023

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|---------------------------------------|------------|---------------------------|--|--------------------|
| SUBURBAN TESTING LABS | | | | |
| 05/16/2023 | P3001054 | BODTestingAmerico... | 6060 · Test Sampling or Chemicals (Infl... | 157.50 |
| Total SUBURBAN TESTING LABS | | | | 157.50 |
| TOMPKINS VISA COMMUNITY C ARD | | | | |
| 05/16/2023 | QUICKBOOKS | renewal2023De... | 6259 · Dues,Rentals,Subscriptions | 581.94 |
| Total TOMPKINS VISA COMMUNITY C ARD | | | | 581.94 |
| TWIFORD ELECTRICAL SERVICES INC | | | | |
| 05/16/2023 | 3684 | NewUtilityWaterPumpMot... | 6303 · Building & Equipment | 1,211.25 |
| Total TWIFORD ELECTRICAL SERVICES INC | | | | 1,211.25 |
| TOTAL | | | | <u>22,983.64</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 4/30/23 |
|---|----------------|-------------|-----------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,209.31 | | \$0.19 | | \$11,209.50 |
| Operating 0.04% | \$326,253.62 | \$2,623.62 | \$10.52 | (32,142.31) | \$296,745.45 |
| Sewer Receipts 0.034% | \$212,897.46 | \$13,356.81 | \$7.21 | (157.85) | \$226,103.63 |
| Payroll 0.02% | \$1,445.61 | | \$0.02 | (466.16) | \$979.47 |
| Maintenance Reserve 0.03% | \$50,005.28 | | \$1.23 | | \$50,006.51 |
| PLGIT | \$3,167.07 | | \$12.27 | | \$3,179.34 |
| | | | | | |
| Special Construction 2% | \$1,520,242.28 | | \$2,498.53 | (1,817.50) | \$1,520,923.31 |
| | | | | | |
| | | | | LBA OPERATIONS TOTAL | \$745,292.93 |
| | | | TOTAL INTEREST | \$2,529.97 | GRAND TOTAL |
| | | | | | \$2,266,216.24 |

Comments:

Special Construction: Payment to Entech

Sewer Receipts: Bounced Check

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,719.03 | | |
| | \$157,069.03 | | |

**Minutes of the 681ST Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

June 21, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, June 20, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Vice Chairman Jim Sweeney, Board Members Kim Cherry and Cody Madeira were present. Support staff present were Engineer Marci Poli, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with a moment of silence for Board Member Charles Berger who passed away in late May, followed by the Pledge of Allegiance.

The 680th Minutes from the May meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|---------------|--|
| Aqua-Aerobics | Quote 71026, \$20,985.38, actuator assembly for SBR2 |
| PA DEP | Ltr re: Acceptance of 2022 Chapter 94 report |
| Tompkins Bank | Notice of May Interest Payment, \$23,118.85 |
| | |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to ratify the email vote to approve the Aqua-Aerobics quote for the actuator assembly, seconded by J. Sweeney and passed unanimously.

J. Sweeney motioned to approve payment of the month's Operations bills, \$68,162.91, seconded by K. Cherry and passed unanimously.

K. Cherry motioned to approve Pay Application 1 from Blooming Glen Contractors for \$213,323.40, seconded by J. Sweeney, from the Special Construction account, passed unanimously.

J. Sweeney motioned to approve payment of the Entech invoice for \$2,277.50 from the Special Construction account, seconded by K. Cherry, passed unanimously.

K. Naja discussed two problem sewer accounts which may need further intervention beyond liens. Two properties on Railroad Avenue related to the American House and a property at 70 N Centre originally a private home but turned into a rental property. The past due balances are approximately \$7,000 and \$3,000, respectively. C. Hartman discussed other approaches to going after the property owners. In the case of properties with tenants there are specific procedures which can be followed leading up to shutting the properties off. Regarding owners, they can be sued by the District Justice and then transferred to the Prothonotary. If authorized by the LBA, Chris could initiate proceedings against the owners. Court costs can be added to the suits, but legal fees cannot. He estimated approximately \$500 to do the District Justice process per property. Kim will generate billing histories of these accounts and send the information out to the board members for review and this topic will be discussed further in July.

Also discussed this night was a BOD sampling access issue at the Leesport Farmers Market. The owners have bolted a metal plate over their clean out and do not want the LBA to sample from it. C. Hartman will look at the LBA's rules and regulations related to sampling and report back. K. Cherry noted that if the Borough had replaced a lid on the clean out in the past the LBA has the right to access the clean out.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

M. Poli reviewed the engineering report.

AERATION PROJECT: The latest mobilization date provided to her is July 5. C. Mease noted that Chase from Blooming Glen had been on site last week and thought the mobilization date would be moved back to July 10.

Concerns about short circuiting and inflow disruptions at the bottom of the tank during single basin mode have caused the approach to have changed from employing a curtain to employing a box. Aqua-Aerobics suggests the use of baffles.

There also was discussion of decant levels.

A temporary treatment trailer lease has been submitted by Evoqua. This trailer/tank recovers the BioMag which will be used to help settling during single basin mode. It recovers the BioMag and puts it back into the SBR. Entech has had positive experience using BioMag at other plants.

C. Hartman had some concerns about the wording of the lease regarding any malfunction of the trailer – it would be the LBA's fault if a malfunction occurred. Evoqua is not responsible for any failures or fines. He would like at least two positive references for Evoqua to feel comfortable with the lease. There is also some confusion regarding the wording of the terms of the lease – is it 6 month or 3 month.

There were three major items needing to be addressed before he would agree with approval:

1. Section 3.01 should read three months instead of six months.
2. At least two positive references are needed, and we need to have some idea of their typical response times, they should be able to be on site as needed.
3. They should commit to being able to be present within X number of hours if needed in case of emergency.

C. Madeira motioned to approve the Evoqua contract lease conditional upon these three items being satisfactorily addressed and authorized the Chairman to approve and sign the lease once he has determined these changes have been made; seconded by J. Sweeney and carried unanimously. A check for \$50,000 (required up front deposit) has been drawn up but will not be signed off on until the Chairman's approval has been finalized.

C. Mease inquired what is the contingency plan for high flow during single basin mode (such as a tropical storm occurrence)? M. Poli stated they would run at the lowest and highest levels allowed, but would check with Aqua-Aerobics for a more definitive answer.

Christian also inquired as to where they will go with the blanket grit when they empty – Marci noted that the project opinion included an allowance for hauling. She will talk further with Dale Miller.

K. Naja noted that certain activities during the project may be required to maintain DEP Permit Compliance such as extra testing or possibly extra hauling, and said anything related to compliance would be paid out of Operations as opposed to Special Construction.

SOLICITOR

C. Hartman reported that D. Becker has not been responding regarding BTMA's "agreement".

He went on to say he wants to get back to the new agreement with Ontelaunee. There are actually two drafts – one written up by Ontelaunee and one written up by the LBA (P. Essig). There is also an in-house memo comparing the two

drafts. The LBA has not seen the Ontelaunee draft nor the HVML memo. He will forward these on to Kim to distribute to the LBA for review. Moving forward it may be worthwhile for LBA and Ontelaunee engineers to meet and discuss each party's approach to a new agreement.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

The foaming issues reported in May have been resolved. Ammonia levels have come back to normal. Brenntag picked up the Arkea tank. They are still working on the particulars for the return of unused Arkea and ProBlend.

GENERAL

K. Naja will be submitting Blooming Glen Pay Application 1 and proof of payment to the County to apply for a first installment from the \$415,000 ARP Grant award.

The meeting adjourned at 8:30.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

June 1 - 20, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|-------------------------------|---|--|-------------|
| 06/20/2023 | | AK Tax (LASH Tax) | | |
| 06/20/2023 | 1558.1stQTaxReports/payroll | | 6272 · Accounting /Bank Fees | 150.00 |
| | | Total AK Tax (LASH Tax) | | 150.00 |
| 06/20/2023 | | COMCAST | | |
| 06/20/2023 | Business Internet 06/18-07/17 | | 6395 · Telephone & Internet | 380.60 |
| | | Total COMCAST | | 380.60 |
| 06/20/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| 06/20/2023 | LSPA0133. 05/1-5/31arbox | | 6272 · Accounting /Bank Fees | 30.00 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 30.00 |
| 06/05/2023 | | Cummins Power Systems | | |
| 06/05/2023 | G5-87631.WaterPumpFailure/... | | 6303 · Building & Equipment | 2,098.65 |
| | | Total Cummins Power Systems | | 2,098.65 |
| 06/20/2023 | | ENTECH ENGINEERING, INC. | | |
| 06/20/2023 | 84859.IPPactivities | | 6268.1 · IPP/PMP (Collection System A... | 240.00 |
| | | Total ENTECH ENGINEERING, INC. | | 240.00 |
| 06/05/2023 | | FRONTIER | | |
| 06/05/2023 | 610 926 2060 | | 6395 · Telephone & Internet | 212.11 |
| | | Total FRONTIER | | 212.11 |
| 06/20/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| 06/20/2023 | 2732.D.Beckercomm,MonthlyM... | | 6271 · Legal Fees | 543.50 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 543.50 |
| 06/20/2023 | | LONGHORN LANDSCAPING | | |
| 06/20/2023 | 0523.Invoice.MowingContract | | 6303 · Building & Equipment | 75.00 |
| | | Total LONGHORN LANDSCAPING | | 75.00 |
| 06/20/2023 | | MILLER ENVIRONMENTAL | | |
| 06/20/2023 | 110623229.JUN | | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 06/20/2023 | 110623229.MaintFee | | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| 06/20/2023 | 110723230.JUL | | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 06/20/2023 | 110623229.MaintFee | | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| | | Total MILLER ENVIRONMENTAL | | 54,405.38 |
| 06/20/2023 | | MYERS & BELL INSURANCE | | |
| 06/20/2023 | 2 of 4 installments | | 6182 · Liability Insurance | 5,619.00 |
| | | Total MYERS & BELL INSURANCE | | 5,619.00 |
| 06/20/2023 | | OFFICE BASICS INC | | |
| 06/20/2023 | PrinterPaper&Tape | | 6253 · Office Supplies & Equipment | 104.18 |
| | | Total OFFICE BASICS INC | | 104.18 |
| 06/20/2023 | | OFFICE SVCS KIM NAJA | | |
| 06/20/2023 | 052023.MAY Comm,Banking,I... | | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| | | Total OFFICE SVCS KIM NAJA | | 1,000.00 |
| 06/20/2023 | | PRO MAX FENCE SYSTEMS | | |
| 06/20/2023 | 8300.WWTP PerimeterFenceR... | | 6303 · Building & Equipment | 2,650.00 |

LEESPORT AUTHORITY

OPERATING EXPENDITURES

June 1 - 20, 2023

| Date | Num | Memo | Account | Paid Amount |
|---------------------------------------|-----|-------------------------------|--|------------------|
| Total PRO MAX FENCE SYSTEMS | | | | 2,650.00 |
| SOUTHERN STATES BANKCARD ASSOC. | | | | |
| 06/01/2023 | | LogMelnPro/subscription/SCADA | 6259 · Dues,Rentals,Subscriptions | 349.99 |
| Total SOUTHERN STATES BANKCARD ASSOC. | | | | 349.99 |
| SUBURBAN TESTING LABS | | | | |
| 06/20/2023 | | P3001430.BODTestingAmericold | 6060 · Test Sampling or Chemicals (Infl... | 94.50 |
| Total SUBURBAN TESTING LABS | | | | 94.50 |
| US POSTAL SERVICE | | | | |
| 06/12/2023 | | PO BOX 201 ANNUAL FEE | 6252 · Postage | 210.00 |
| Total US POSTAL SERVICE | | | | 210.00 |
| TOTAL | | | | <u>68,162.91</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 5/31/23 |
|---|----------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,209.50 | | \$0.19 | | \$11,209.69 |
| Operating 0.04% | \$296,745.45 | \$109,098.00 | \$11.41 | (24,004.54) | \$381,850.32 |
| Sewer Receipts 0.034% | \$226,103.63 | \$58,498.46 | \$6.25 | (123,119.25) | \$161,489.09 |
| Payroll 0.02% | \$989.47 | \$1,000.00 | \$0.04 | (28.68) | \$1,960.83 |
| Maintenance Reserve 0.03% | \$50,006.51 | | \$1.28 | | \$50,007.79 |
| PLGIT | \$3,179.34 | | \$13.18 | | \$3,192.52 |
| Special Construction 2% | \$1,520,923.31 | | \$2,581.34 | (3,910.90) | \$1,519,593.75 |
| | | | | LBA OPERATIONS TOTAL | \$766,779.27 |
| | | TOTAL INTEREST | \$2,613.69 | GRAND TOTAL | \$2,286,373.02 |

Comments:

Special Construction: Payment to Brenntag

Sewer Receipts: Bank Note Payment & Transfer to Operating Account

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$19,650.00 | \$20,000.00 | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,719.03 | | |
| | \$157,069.03 | | |

**Minutes of the 682nd Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

July 20, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, July 18, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Board Members Kim Cherry and Cody Madeira were present. Support staff present were Engineer H.David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 681st Minutes from the June meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|----------------------------|---|
| Blooming Glen Change Order | SBR Baffle Installation Change Order Ratification |
| PMAA | Notice re: Administrative Procedures |
| Herbein + Co | Draft 2022 Audit and AUP Reports |
| | |
| | |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to approve payment of the month's bills, \$58,836, seconded by K. Cherry and approved unanimously. K. Naja called attention to the Miller Environmental sludge reconciliation invoice contained in this month's payments, covering the June 2022 through May 2023 time period.

There was further discussion of two past due customers and who controls whether title insurance is obtained during a sale – the buyer is the one who would require it. 70 N. Centre is "for sale by owner" and a new lien will be drawn up to bring the lien balance due up to date. New liens were recently established for the American House accounts.

C. Madeira motioned to ratify Change Order #1, SBR Baffle Installation, seconded by K.Cherry. The motion passed unanimously. The revised price for the two SBR's is \$77,775.17. This amount will be included in future pay applications. The original plan called for scuba divers to perform an underwater procedure and this approach has been eliminated and the cost reduced.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the monthly report.

On July 14 Entech and Blooming Glen had a preconstruction meeting at the wwtp along with Miller Environmental representatives to discuss the updated sequence of operations and the details of the baffle installation. The project is on schedule. The temporary treatment trailer will arrive on August 22.

SOLICITOR

C. Hartman talked with D. Becker regarding Bern's potential draft agreement. Stay tuned.

There was discussion about the LBA revised intermunicipal agreement (September 2021) and an Ontelaunee version of a revised agreement. Both documents were created separately from each other. The LBA wanted to take the time to look at the Ontelaunee document before discussing it further. Duane noted that the LBA agreement would be what the LBA would give preference to since the LBA owns the plant. Entech engineers supplied the technical expertise for the LBA agreement, ARRO engineers did similar for the Ontelaunee agreement. K.Cherry will review both agreements side by side and provide a technical opinion at the August meeting.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

Exhaust fans were repaired in late June due to heat issues at the plant. These will be replaced once the project gets underway. Also a motor was replaced in the control panel room.

GENERAL

K. Naja reported that the radio meters ordered by the Borough in January, 2023 have arrived and Todd Duffey will be handling the project for the Borough. (The LBA will be paying for 50% of this project since its revenue is generated based on the accuracy of the Borough water meter readings.)

The next meeting is August 15. The meeting adjourned at 7:35.

LEESPORT AUTHORITY OPERATING EXPENDITURES

July 1 - 18, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|----------------------------------|--|-------------|
| BOROUGH OF LEESPORT | | | | |
| 07/18/2023 | | Jan-Mar23KNajaWagesbenefits | 6290 · Administrative Contract Service | 4,778.00 |
| Total BOROUGH OF LEESPORT | | | | 4,778.00 |
| COMCAST | | | | |
| 07/18/2023 | | Business Internet 07/18-08/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| Commonwealth of PA CH302 Annual Fee | | | | |
| 07/18/2023 | | Ch302Operator Certification R... | 6312 · NPDES FEES (Permit Annual) | 100.00 |
| Total Commonwealth of PA CH302 Annual Fee | | | | 100.00 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 07/18/2023 | | LSPA0134. 06/1-6/30arbox | 6272 · Accounting /Bank Fees | 25.60 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 25.60 |
| Diversified Technology (services) | | | | |
| 07/18/2023 | | 22078.VUBremoteBackup | 6244 · Sewer Billing | 335.00 |
| Total Diversified Technology (services) | | | | 335.00 |
| DIVERSIFIED TECHNOLOGY CORP | | | | |
| 07/18/2023 | | 22138.DoorHangers1Ream | 6256 · Computer (Computer & Accessor... | 70.20 |
| Total DIVERSIFIED TECHNOLOGY CORP | | | | 70.20 |
| ENTECH ENGINEERING, INC. | | | | |
| 07/18/2023 | | 85445.IPPactivities | 6268.1 · IPP/PMP (Collection System A... | 264.00 |
| Total ENTECH ENGINEERING, INC. | | | | 264.00 |
| FRONTIER | | | | |
| 07/18/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 209.96 |
| Total FRONTIER | | | | 209.96 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 07/18/2023 | | 3015.EvoquaReview,MonthlyMtg, | 6271 · Legal Fees | 720.00 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 720.00 |
| LONGHORN LANDSCAPING | | | | |
| 07/18/2023 | | 0723.Invoice.MowingContract | 6303 · Building & Equipment | 75.00 |
| Total LONGHORN LANDSCAPING | | | | 75.00 |
| MILLER ENVIRONMENTAL | | | | |
| 07/18/2023 | | 110823231.AUG | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 07/18/2023 | | 110823231.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| 07/18/2023 | | 110623229-A.SludgeReconcil2... | 6100 · MILLER ENVIRONMENTAL (W... | 21,898.76 |
| Total MILLER ENVIRONMENTAL | | | | 49,101.45 |
| OFFICE SVCS KIM NAJA | | | | |
| 07/18/2023 | | 052023.JUN Comm,Banking,IT... | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |
| SUBURBAN TESTING LABS | | | | |
| 07/18/2023 | | P3001680.BODTestingDunkin/... | 6060 · Test Sampling or Chemicals (Infl... | 94.50 |
| Total SUBURBAN TESTING LABS | | | | 94.50 |

LEESPORT AUTHORITY OPERATING EXPENDITURES

July 1 - 18, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|-----|--|-----------------------------------|-------------|
| 07/18/2023 | | TOMPKINS VISA COMMUNITY C ARD GoToMyPCrenewal2023-24 | 6259 · Dues,Rentals,Subscriptions | 420.00 |
| | | Total TOMPKINS VISA COMMUNITY C ARD | | 420.00 |
| 07/18/2023 | | TWIFORD ELECTRICAL SERVICES INC 3827.ReplaceElecRmExhaustF... | 6303 · Building & Equipment | 1,261.69 |
| | | Total TWIFORD ELECTRICAL SERVICES INC | | 1,261.69 |
| | | TOTAL | | 58,836.00 |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 6/30/23 |
|---|----------------|-------------|-----------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,209.69 | | \$0.18 | | \$11,209.87 |
| Operating 0.04% | \$381,850.32 | \$49,580.44 | \$13.61 | (68,188.11) | \$363,256.26 |
| Sewer Receipts 0.034% | \$161,489.09 | \$73,454.92 | \$6.92 | (393.94) | \$234,556.99 |
| Payroll 0.02% | \$1,960.83 | \$0.00 | \$0.03 | (551.79) | \$1,409.07 |
| Maintenance Reserve 0.03% | \$50,007.79 | | \$1.23 | | \$50,009.02 |
| PLGIT | \$3,192.52 | | \$13.02 | | \$3,205.54 |
| | | | | | |
| Special Construction 2% | \$1,519,593.75 | | \$2,439.14 | (215,600.90) | \$1,306,431.99 |
| | | | | | |
| | | | | LBA OPERATIONS TOTAL | \$821,065.78 |
| | | | TOTAL INTEREST | \$2,474.13 | GRAND TOTAL |
| | | | | | \$2,127,497.77 |

Comments:

Special Construction: Payments to Blooming Glen & Entech

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|---------------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |
| 11 Mo CD HSBC BANK 06/29/2023 3.0% | \$20,000.00 | | |
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$2,719.03 | | |
| | \$157,419.03 | | |

**Minutes of the 683rd Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

August 21, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Tuesday, August 15, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Board Members Kim Cherry and Cody Madeira were present. Support staff present were Engineer H.David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 682nd Minutes from the July meeting were approved as written.

VISITORS:

Former LBA member Ronald Kohler was in attendance.

CORRESPONDENCE

| | |
|----------------------------------|---|
| Blooming Glen Change Order 01 | Finalized Document |
| LBA | Ltr to Ontelaunee & Bern and 2022 AUP & Financial Reports |
| Berks County ARP Grant | Receipt of 1 st installment, \$213,323.40 |
| Blooming Glen Pay Application 02 | For Period Ending Jul 31, 2023; \$104,895 |
| PA DEP | Approval Ltr: Revision / Ontelaunee Med Bldg @ Rt 61 & Cherry |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira approved payment of the month's bills, \$72,189.23, seconded by K. Cherry and passed unanimously.

K. Cherry approved payment from the Special Construction account to Blooming Glen, \$104,895, seconded by C. Madeira and passed unanimously.

C. Madeira approved payment from the Special Construction account to Entech, \$11,115.20, covering invoices 85842 and 86269, seconded by K. Cherry and passed unanimously.

K. Naja discussed the 2022 Financial Audit and the AUP (Agreed Upon Procedures) Report. Both had been distributed to members by email. Ontelaunee owes \$34,542 and Bern \$5,851. In 2024, she will be budgeting Miller Environmental differently than prior years, given that Miller has, for the last several years, provided consistent additional high organic strength wastewater treatment invoices. These additional charges to treat the wastewater have accounted for much of the additional invoicing to Ontelaunee and Bern after the annual reconciliation.

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the monthly report.

There have been some minor adjustments to the construction schedule but the finish date remains the same.

The Bio-Mag trailer is set to arrive on 8/22 and start up to occur in the following two weeks.

C. Hartman noted he thought it would be a good idea if a status report / project update could be provided to Ontelaunee and Bern. The LBA agreed this was a good idea. Entech will handle this from the engineering side, K. Naja will provide the financials.

SOLICITOR

K. Cherry reviewed side by side the September, 2021 Essig LBA DRAFT Agreement with Ontelaunee, and the Ontelaunee DRAFT Intermunicipal Agreement developed separately, at the request of C. Hartman. She found that there were two areas with the most significant deviation from each other: 1) the LBA agreement notes screening and loading limits which in the current form seems very complicated, and 2) the LBA agreement changes from the prior practice of collecting surcharges from Ontelaunee based on BOD sampling at the commercial source to sampling for BOD at the pump stations and invoicing Ontelaunee based on those results. This second item also has some complications to address further, such as who pays for the sampling at the pump stations. Also the surcharge formula is in need of some editing. C. Hartman will use this information to create an opening summary memo to Ontelaunee and LBA.

There was brief discussion of the coming BOD sampling at the Farmers Market and the metal plate on the Spring Garden St. manhole. C. Mease did not sample from this location last quarter due to questions about what was going on there. C. Hartman noted that the LBA has to have an ordinance or other legal document detailing LBA's sampling rights. K. Naja will locate the document in question and get copies out to all who want it.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. The plant received a lot of water recently but things are running well. He needs to order a new vacuum pump which should run \$1,200 to \$1,300 with shipping. The LBA agreed he should place the order. This item will be paid out of the LBA maintenance fund with Miller Environmental.

GENERAL

Berks Soil & Stone is considering connecting to the LBA system at the municipal borderline on Canal St. The LBA sewer main runs parallel to their property line in that area. Entech will be in communication with them and with Ontelaunee.

The next meeting is September 19. The meeting adjourned at 8:20.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

August 1 - 15, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|--------------------------------|---|---|-------------|
| 08/15/2023 | | AK Tax (LASH Tax) | | |
| | 1585.2ndQTaxReports/payroll | | 6272 · Accounting /Bank Fees | 150.00 |
| | | Total AK Tax (LASH Tax) | | 150.00 |
| 08/15/2023 | | CNA SURETY | | |
| | 71595615.DKnollBOND | | 6180 · INSURANCE | 525.00 |
| | | Total CNA SURETY | | 525.00 |
| 08/15/2023 | | COMCAST | | |
| | Business Internet 08/18-09/17 | | 6395 · Telephone & Internet | 380.60 |
| | | Total COMCAST | | 380.60 |
| 08/15/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| | LSPA0135. 07/1-7/31arbox | | 6272 · Accounting /Bank Fees | 30.40 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 30.40 |
| 08/15/2023 | | Diversified Technology (services) | | |
| | 22374.AUG23 SWR Bills | | 6244 · Sewer Billing | 663.05 |
| | | Total Diversified Technology (services) | | 663.05 |
| 08/15/2023 | | ENTECH ENGINEERING, INC. | | |
| | 86007.WWTPactivities | | 6264 · Operations & Assoc. Activities | 1,245.00 |
| | 86007.CollSysMaint | | 6268 · Collection System (Outside of W... | 465.00 |
| | 86171.WWTPactivities | | 6264 · Operations & Assoc. Activities | 560.00 |
| | 86171.CollSysMaint | | 6268 · Collection System (Outside of W... | 310.00 |
| | | Total ENTECH ENGINEERING, INC. | | 2,580.00 |
| 08/15/2023 | | Exeter Supply Company | | |
| | 312753.50/50LBA/BOROMeter... | | 5000 · Operations Purchase (Training, ... | 28,671.08 |
| | | Total Exeter Supply Company | | 28,671.08 |
| 08/15/2023 | | FRONTIER | | |
| | 610 926 2060 | | 6395 · Telephone & Internet | 211.10 |
| | | Total FRONTIER | | 211.10 |
| 08/15/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| | 3319.AgrmtReview,MonthlyMtg, | | 6271 · Legal Fees | 396.00 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 396.00 |
| 08/15/2023 | | HERBEIN+ CO | | |
| | 209512.2022Audit&AUP/FinalB... | | 6272 · Accounting /Bank Fees | 5,825.00 |
| | | Total HERBEIN+ CO | | 5,825.00 |
| 08/15/2023 | | Kline's Services | | |
| | 1788910.June2023LineCleanin... | | 6309 · Collection Sys. Maint. Plan (Prev... | 4,272.00 |
| | | Total Kline's Services | | 4,272.00 |
| 08/15/2023 | | MILLER ENVIRONMENTAL | | |
| | 110923232.SEP | | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| | 110923232.MaintFee | | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| | | Total MILLER ENVIRONMENTAL | | 27,202.69 |
| 08/15/2023 | | OFFICE SVCS KIM NAJA | | |
| | 082023.JUL Comm,Banking,IT,... | | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |

LEESPORT AUTHORITY OPERATING EXPENDITURES

August 1 - 15, 2023

| Date | Num | Memo | Account | Paid Amount |
|-------------------------------------|--------------|-------------------------------|---|------------------|
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |
| 08/15/2023 | | Reading Eagle | | |
| | 1335357.2022 | FinancialStmntA... | 6251 · Advertising (bids, meeting notice... | 245.22 |
| Total Reading Eagle | | | | 245.22 |
| 08/15/2023 | | TOMPKINS VISA COMMUNITY C ARD | | |
| | | WirelessMouse | 6253 · Office Supplies & Equipment | 37.09 |
| Total TOMPKINS VISA COMMUNITY C ARD | | | | 37.09 |
| TOTAL | | | | <u>72,189.23</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 7/31/23 |
|---|----------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,209.87 | | \$0.19 | | \$11,210.06 |
| Operating 0.04% | \$363,256.26 | \$3,843.07 | \$11.85 | (58,766.00) | \$308,345.18 |
| Sewer Receipts 0.034% | \$234,556.99 | \$18,320.07 | \$8.29 | 0.00 | \$252,885.35 |
| Payroll 0.02% | \$1,409.07 | \$0.00 | \$0.02 | (206.53) | \$1,202.56 |
| Maintenance Reserve 0.03% | \$50,009.02 | | \$1.27 | | \$50,010.29 |
| PLGIT | \$3,205.54 | | \$13.62 | | \$3,219.16 |
| Special Construction 2% | \$1,306,431.99 | \$213,323.40 | \$2,199.97 | (50,000.00) | \$1,471,955.36 |
| | | | | LBA OPERATIONS TOTAL | \$784,327.67 |
| | | TOTAL INTEREST | \$2,235.21 | GRAND TOTAL | \$2,256,283.03 |

Comments:

Special Construction: Payment to Evoqua; Reimbursement from County ARP Grant

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|-------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |

| | |
|---|---------------------|
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$22,755.07 |
| | \$157,455.07 |

**Minutes of the 684th Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

September 25, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, September 19, at 7 p.m. The meeting was called to order by Board Member Ronald Kohler. Board Members Kim Cherry and Cody Madeira were present. Support staff present were Engineer H. David Miller and Solicitor Christopher Hartman. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 683rd Minutes from the August meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | | |
|----------------------|--|-------------|
| Garden Spot Electric | Quotation for LED Lighting Upgrade (Operations Fund) | \$11,783.74 |
|----------------------|--|-------------|

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

K. Cherry motioned to approve payment of the month's bills, \$47,479.94, seconded by C. Madeira and passed unanimously.

C. Madeira motioned to ratify payment of \$11,783.74 from the Operations account to Garden Spot Electric for the LED Lighting Upgrade, seconded by K. Cherry and passed unanimously.

C. Madeira motioned to approve payment of \$ 8,609.43 from the Aeration Project/Special Construction account to Entech Engineering for Invoices # 85189 & # 86773. Seconded by K. Cherry and passed unanimously.

A 30-month CD, which matures on 9/29/23 in the amount of \$60,000, will be placed in FNC Money Market Holding Account (available for Aeration Project is needed)

Bern TWP Report

No report.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

HD Miller reviewed the engineering report.

Aeration Project: The project is on schedule and running smoothly. A narrative of the project was included in the monthly Engineering Report.

The first Influent Baffle was installed in SBR #1 to guard against sludge blanket disruption during single basin operation, Entech communicates frequently with PADEP to keep them apprised of project progress.

SOLICITOR

C. Hartman has yet to receive anything from D. Becker/ BTMA.

The group discussed some details of a letter drafted to Weist Properties (Leesport Farmers Market) regarding access to the sewer lateral for sampling.

Details regarding Strong Waste Surcharge invoicing were discussed. K. Cherry will assist Mr. Hartman with specific language.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

C. Madeira motioned to approve the purchase of a Crown Pallet Jack for \$ 674.16. Second by K. Cherry and passed unanimously.

GENERAL

Mr. Kohler expressed his pleasure in returning to the Board. After speaking with Chairman Knoll, he commented that they are very happy with the team in place here at LBA.

The meeting adjourned at 7:46.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

September 1 - 19, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|---------------------------------|--|------------------|
| BOROUGH OF LEESPORT | | | | |
| 09/12/2023 | | AerationPermitFeeBalance | 6270 · Professional Fees | 500.00 |
| Total BOROUGH OF LEESPORT | | | | 500.00 |
| COMCAST | | | | |
| 09/15/2023 | | Business Internet 09/18-10/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 09/15/2023 | | LSPA0135. 08/1-8/31arbox | 6272 · Accounting /Bank Fees | 30.70 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 30.70 |
| FRONTIER | | | | |
| 09/11/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 222.95 |
| Total FRONTIER | | | | 222.95 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 09/15/2023 | | 3591.BOROPermitFeeReview,... | 6271 · Legal Fees | 2,053.50 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 2,053.50 |
| LONGHORN LANDSCAPING | | | | |
| 09/15/2023 | | 0823.Invoice.MowingContract | 6303 · Building & Equipment | 150.00 |
| Total LONGHORN LANDSCAPING | | | | 150.00 |
| MILLER ENVIRONMENTAL | | | | |
| 09/15/2023 | | 111023232.OCT | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 09/15/2023 | | 111023232.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| 09/15/2023 | | 1108232321-A.BODApril | 6060 · Test Sampling or Chemicals (Infl... | 270.00 |
| 09/15/2023 | | 1108232321-B.BODmay | 6060 · Test Sampling or Chemicals (Infl... | 540.00 |
| 09/15/2023 | | 1108232321-C.BODjune | 6060 · Test Sampling or Chemicals (Infl... | 540.00 |
| Total MILLER ENVIRONMENTAL | | | | 28,552.69 |
| MYERS & BELL INSURANCE | | | | |
| 09/15/2023 | | 3 of 4 installments | 6182 · Liability Insurance | 5,619.00 |
| Total MYERS & BELL INSURANCE | | | | 5,619.00 |
| OFFICE SVCS KIM NAJA | | | | |
| 09/15/2023 | | 092023.AUG Comm,Banking,I... | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |
| T.A. DUFFEY | | | | |
| 09/15/2023 | | 23290.BatteryReplacemnt1Half... | 5000 · Operations Purchase (Training, ... | 8,970.50 |
| Total T.A. DUFFEY | | | | 8,970.50 |
| TOTAL | | | | <u>47,479.94</u> |

LEESPORT AUTHORITY

Aeration Project EXPENDITURES

September 20, 2023

| Date | Num | Memo | Account | Paid Amount |
|--------------------------------|-----|------------------------------|------------------------------------|-------------|
| ENTECH ENGINEERING, INC. | | | | |
| 09/20/2023 | | 86773.ProjectCoord&Mgmt | 6286 · AERATION CONSTRUCTION (S... | 3,114.43 |
| 09/20/2023 | | 86773.TempTreatmtCoord&Co... | 6286.1 · AERATION TMP TREATMENT | 310.00 |
| 09/20/2023 | | 85189.ProjectCoord&Mgmt | 6286 · AERATION CONSTRUCTION (S... | 790.00 |
| 09/20/2023 | | 85189.TempTreatmtCoord&Co... | 6286.1 · AERATION TMP TREATMENT | 4,395.00 |
| Total ENTECH ENGINEERING, INC. | | | | 8,609.43 |
| TOTAL | | | | 8,609.43 |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 8/31/23 |
|---|----------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,210.06 | | \$0.19 | | \$11,210.25 |
| Operating 0.04% | \$308,345.18 | \$168,100.78 | \$11.30 | (72,165.73) | \$404,291.53 |
| Sewer Receipts 0.034% | \$252,885.35 | \$65,057.69 | \$9.46 | (100,194.99) | \$217,757.51 |
| Payroll 0.02% | \$1,202.56 | \$0.00 | \$0.01 | (414.91) | \$787.66 |
| Maintenance Reserve 0.03% | \$50,010.29 | | \$1.28 | | \$50,011.57 |
| PLGIT | \$3,219.16 | | \$14.11 | | \$3,233.27 |
| Special Construction 2% | \$1,471,955.36 | \$0.00 | \$2,431.60 | (116,010.20) | \$1,358,376.76 |
| | | | | LBA OPERATIONS TOTAL | \$844,746.86 |
| | | TOTAL INTEREST | \$2,467.95 | GRAND TOTAL | \$2,203,123.62 |

Comments:

Special Construction: Payments to Blooming Glen & Entech

Sewer Receipts: Transfers to Operating, \$194.99 to correct electronic deposit of surcharge fee to sewer receipts.

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|-------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$59,700.00 | \$60,000.00 | |

| | |
|---|---------------------|
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$22,755.07 |
| | \$157,455.07 |

**Minutes of the 685th Meeting
of the Board of the
LEESPORT BOROUGH AUTHORITY**

October 19, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, October 17, at 7 p.m. The meeting was called to order by Chairman Duane Knoll and began with a moment of silence for Vice Chairman Jim Sweeney who passed earlier in the month. Board Members Kim Cherry, Ron Kohler, and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 684th Minutes from the September meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|-----------------------|---|
| PIRIT Heated Products | Quotation for Heated Hosing, \$3,718.57 |
| PMAA | FALL Meeting Notices |
| Blooming Glen | Pay Application #003 |
| Garden Spot Electric | Pay Application #1 |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

Due to the passing of James Sweeney the Vice Chairman position is open. Also there is now a need for a third co-signer of LBA checks. K. Cherry motioned to approve Ron Kohler as Vice Chairman and the third check co-signer, seconded by C. Madeira. The motion carried 3-0, R. Kohler abstained.

C. Madeira motioned to pay the month's bills, \$121,695.89, seconded by R. Kohler. The motion carried unanimously.

AERATION PROJECT / Payments from Special Construction:

R. Kohler motioned to pay \$347,596.65, Pay Application #3, to Blooming Glen Contractors, seconded by K. Cherry and passed unanimously.

C. Madeira motioned to pay \$132,210.00, Pay Application #1, to Garden Spot Electric, seconded by K. Cherry and passed unanimously.

K. Cherry motioned to pay EVOQUA \$110,000; \$55,000 for October and \$55,000 for November lease payments for the BioMag trailer rental, seconded by C. Madeira and passed unanimously.

R. Kohler motioned to reimburse the Operating Account \$55,000 for the September (\$55,000) BioMag rental fee, seconded by C. Madeira and passed unanimously.

C. Madeira motioned to pay the Entech Aeration Project invoice #86993 \$11,290.59, seconded by K. Cherry and passed unanimously.

The LBA has not received an invoice yet from PIRIT Heated Products. Nor has it received the complete order.

K. Naja supplied an Expenses Paid To Date table for the Aeration Project. Construction expenses totaled \$1,072,513 October, 2022 through October, 2023.

The 2024 Budget was reviewed for the first time. K. Naja has modified the budgeting calculation for Miller Environmental based on the Herbein + Co observation that the cost overruns for the treatment of high strength waste invoiced by Miller each year were not included in the budgeting for the last several years, and the anticipated new operating parameters' impact on operating costs for 2024. The 2024 Budget will be voted on in November.

ENGINEER'S REPORT

HD Miller reviewed the engineering report. The Aeration Project remains on schedule.

The BioMag Temporary Treatment Trailer was placed into service ahead of the draining of the first SBR.

SOLICITOR

C. Hartman has heard from Bern Solicitor Dan Becker and will be meeting with him October 19 to discuss two key issues for BTMA regarding a new agreement with LBA:

- 1) they want to reduce their relative percent of flow into the wwtp to 6% (from 7.61% per the current agreement).
- 2) improvements to the definition of capital cost allocation between the parties.

R. Kohler asked what was the original contribution required of BTMA for the Aeration Project. Answer: \$126,524.

C. Hartman noted the excellent job done by K. Cherry in providing an analysis of the LBA and Ontelaunee DRAFT intermunicipal agreements. The next step is for Entech to review Kim Cherry's comments/questions and provide feedback. Tori Morgan and Marci Poli were the authors of the technical segments highlighted.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. The magnetite process is going well so far. The DEP has asked for extra test sampling once they go to single basin mode, anticipated to be 10/18. Sampling will then go to once per week. It is anticipated the BioMag trailer will be needed through January, 2024, primarily to wean the magnetite out of the system.

GENERAL

C. Madeira discussed the fact that the Borough wants to upgrade from the current handheld device used to read radio meters to a state-of-the-art device from Exeter Supply. The Borough is asking if the LBA would partner in the expense as was done in the past. The LBA agreed to pay 50% of the cost as long as a technical question was addressed. Data must be able to be reported in .csv file form as a fail-safe since some addresses have never been converted to radio read meters; therefore, readings cannot be uploaded directly from the meter reading program to the billing program without omitting those addresses.

R. Kohler requested that the LBA purchase 8 new chairs for the meeting room. There was no objection to this idea. K. Naja will order new chairs.

The meeting adjourned at 8:20.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

October 1 - 17, 2023

| Date | Num | Memo | Account | Paid Amount |
|---|-----|---------------------------------|---|-------------|
| AQUA-AEROBICS | | | | |
| 10/01/2023 | | 1039029.ActuatorAssmb&exte... | 6303 · Building & Equipment | 20,985.38 |
| Total AQUA-AEROBICS | | | | 20,985.38 |
| COMCAST | | | | |
| 10/17/2023 | | Business Internet 10/18-11/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 10/17/2023 | | SPA0137. 09/1-09/30arbox | 6272 · Accounting /Bank Fees | 25.60 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 25.60 |
| ENTECH ENGINEERING, INC. | | | | |
| 10/17/2023 | | 86929.WWTPactivities | 6264 · Operations & Assoc. Activities | 232.50 |
| 10/17/2023 | | 86929.CollSysMaint | 6268 · Collection System (Outside of W... | 592.50 |
| 10/17/2023 | | 87245.WWTP Activities | 6264 · Operations & Assoc. Activities | 1,247.50 |
| 10/17/2023 | | 87245.LeesportAveFlushing | 6401 · Collection System Maint. Plan | 632.50 |
| Total ENTECH ENGINEERING, INC. | | | | 2,705.00 |
| EVOQUA WATER TECHNOLOGIES | | | | |
| 10/01/2023 | | 0906103167.BioMagTrailerLea... | 6286 · AERATION CONSTRUCTION (S... | 55,000.00 |
| Total EVOQUA WATER TECHNOLOGIES | | | | 55,000.00 |
| FRONTIER | | | | |
| 10/17/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 222.56 |
| Total FRONTIER | | | | 222.56 |
| GARDEN SPOT ELECTRIC | | | | |
| 10/01/2023 | | 11607.LEDlightingMechanicalB... | 6303 · Building & Equipment | 11,783.00 |
| Total GARDEN SPOT ELECTRIC | | | | 11,783.00 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 10/17/2023 | | 3763.BOROPermitFeeReview/... | 6271 · Legal Fees | 1,260.00 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 1,260.00 |
| LONGHORN LANDSCAPING | | | | |
| 10/17/2023 | | 0923.Invoice.MowingContract | 6303 · Building & Equipment | 150.00 |
| Total LONGHORN LANDSCAPING | | | | 150.00 |
| MILLER ENVIRONMENTAL | | | | |
| 10/17/2023 | | 111123234.NOV | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 10/17/2023 | | 111123234.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| 10/17/2023 | | 110923232-A.CITabs | 6102.a · OPScontractMaintFee (Monthly... | 463.20 |
| Total MILLER ENVIRONMENTAL | | | | 27,665.89 |
| OFFICE BASICS INC | | | | |
| 10/17/2023 | | PrinterPaper&CorrectionTape | 6253 · Office Supplies & Equipment | 102.36 |
| Total OFFICE BASICS INC | | | | 102.36 |
| OFFICE SVCS KIM NAJA | | | | |
| 10/17/2023 | | 102023.AUG Comm,Banking,B... | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |
| SUBURBAN TESTING LABS | | | | |

10:37 AM

10/16/23

LEESPORT AUTHORITY OPERATING EXPENDITURES

October 1 - 17, 2023

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|-------------|------------|-------------------------------------|--|--------------------|
| 10/17/2023 | | P3002463.BODTestingDunkin/... | 6060 · Test Sampling or Chemicals (Infl... | 283.50 |
| | | Total SUBURBAN TESTING LABS | | 283.50 |
| | | TOMPKINS VISA COMMUNITY C ARD | | |
| 10/17/2023 | | ForeverStampls/ Notices | 6253 · Office Supplies & Equipment | 132.00 |
| | | Total TOMPKINS VISA COMMUNITY C ARD | | 132.00 |
| TOTAL | | | | <u>121,695.89</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 9/30/23 |
|---|----------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,210.25 | | \$0.19 | | \$11,210.44 |
| Operating 0.04% | \$404,291.53 | \$85,692.70 | \$13.14 | (39,659.44) | \$450,337.93 |
| Sewer Receipts 0.034% | \$217,757.51 | \$71,407.46 | \$8.62 | (50,000.00) | \$239,173.59 |
| Payroll 0.02% | \$787.66 | \$1,000.00 | \$0.03 | (338.44) | \$1,449.25 |
| Maintenance Reserve 0.03% | \$50,011.57 | | \$1.23 | | \$50,012.80 |
| PLGIT | \$3,233.27 | | \$13.80 | | \$3,247.07 |
| Special Construction 2% | \$1,358,376.76 | \$0.00 | \$2,232.01 | (8,609.43) | \$1,351,999.34 |
| | | | | LBA OPERATIONS TOTAL | \$913,186.15 |
| | | TOTAL INTEREST | \$2,269.02 | GRAND TOTAL | \$2,265,185.49 |

Comments:

Special Construction: Payment to Entech

Sewer Receipts: Transfers to Operating

FDIC Insured CD's / FNC

| | | Maturity | Earnings |
|--|-------------|--------------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | | Semi Annual Mar16 & Sep16 |
| 30 Mo CD HSBC BANK 09/29/2023 0.5% | \$60,000.00 | \$60,000.00 | |

| | |
|---|---------------------|
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$22,755.07 |
| | \$157,755.07 |

**Minutes of the 686th Meeting
of the Board of the
LEESPORT BOROUGH AUTHORITY**

November 29, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, November 21, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Board Members Kim Cherry, Ron Kohler, and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Christopher Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 685th Minutes from the October meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|----------------------|---|
| Tompkins Bank | Loan Payment Notice: 11/15/23, \$216,235.15 |
| LBA | Ltr to County Commissioners re: ARP Grant Aeration Project Status |
| ARRO/Ontelaunee | Ltr re: Preliminary Engineering Notification |
| Garden Spot Electric | Pay Application #2 |
| Blooming Glen | Change Order: Piping Modifications |
| PMAA | Notice re: 2024 Call for Presentations |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

C. Madeira motioned to approve the 2024 Budget, seconded by K. Cherry. The motion carried unanimously.

R. Kohler motioned to approve the payment of November bills, \$38,132.80, seconded by C. Madeira and passed unanimously.

AERATION PROJECT / Payments from Special Construction:

C. Madeira motioned to approve payment of \$44,445 to Garden Spot Electric, seconded by R. Kohler and passed unanimously.

K. Cherry motioned to approve payment of \$45,000 to Evoqua for the December BioMag trailer lease, seconded by C. Madeira and passed unanimously.

C. Madeira motioned to approve the payment of \$3,510.28 to PIRIT Heated Products, seconded by R. Kohler and passed unanimously.

K. Cherry motioned to approve payment of \$61,622.56 to Wind River Environmental for SBR sludge removal, seconded by R. Kohler and passed unanimously.

C. Madeira motioned to approve payment of Entech invoice 87663, \$15,197.54 and Miller Environmental invoice covering their hours on the Aeration project, \$2,827.66; seconded by R. Kohler and passed unanimously.

The change order received 11/17 from Blooming Glen was conditionally approved pending Entech review and approval, and not to exceed \$36,058.75; motioned by R. Kohler and seconded by C. Madeira, motion passed

unanimously. Contractors are required to submit pay applications and change orders by the 10th of each month to allow for engineering review and payment approval. Piping modifications involve running pipes outside of the tank rather than inside.

ENGINEER'S REPORT

HD Miller reviewed the engineering report. The Aeration Project remains on schedule. Substantial completion date is now January 16, 2024.

There is a meandering conversation going on between the Epting project engineer, ARRO, and Entech regarding what would be required to address available line capacity on N Canal St. The LBA has stated it would not support lining the clay piping but would require an increase to the line's diameter should that eventually be required (by Ontelaunee).

SOLICITOR

A draft agreement has finally been received from BTMA's solicitor. The dollar amount provided by BTMA is slightly less than the calculations based on the Entech cost opinion. The preference is to use the LBA calculation. At this time the project looks to be closing in on the original estimate (\$1,662,597). The dollar amount BTMA owes assuming the Grant amount has been subtracted out is \$74,855.82. BTMA would agree to paying up to 10% of cost overruns. Also, BTMA is requesting that LBA obtain a release of Bern from Ontelaunee related to the existence of the current intermunicipal agreement.

C. Hartman asked the LBA for its thoughts regarding the inclusion of a section within the new agreement dealing with potential industrial / commercial development. The LBA felt it made sense to include a section such as this. H.D. Miller felt it was prudent to include it.

Entech personnel will review the draft agreement and advise related to its technical aspects.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. There were two permit exceptions due to ammonia and fecal instant maximum samplings. The DEP has been kept apprised. The Magnetite is allowing for enhanced settling – this means a lot of solids. SBR 1 is in service now.

GENERAL

The meeting adjourned at 7:45. Next meeting December 19.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

November 1 - 21, 2023

| Date | Num | Memo | Account | Paid Amount |
|------------|--------------------------------|---|---|-------------|
| 11/21/2023 | | AK Tax (LASH Tax) | | |
| | 1629.3rdQTaxReports/payroll | | 6272 · Accounting /Bank Fees | 150.00 |
| | | Total AK Tax (LASH Tax) | | 150.00 |
| 11/21/2023 | | COMCAST | | |
| | Business Internet 11/18-12/17 | | 6395 · Telephone & Internet | 380.60 |
| | | Total COMCAST | | 380.60 |
| 11/21/2023 | | CREATIVE PAYMENT SOLUTIONS | | |
| | SPA0138. 10/1-10/31arbox | | 6272 · Accounting /Bank Fees | 30.20 |
| | | Total CREATIVE PAYMENT SOLUTIONS | | 30.20 |
| 11/21/2023 | | Diversified Technology (services) | | |
| | 22780.NOV23 SWR Bills | | 6244 · Sewer Billing | 663.05 |
| | | Total Diversified Technology (services) | | 663.05 |
| 11/21/2023 | | ENTECH ENGINEERING, INC. | | |
| | 87781.WWTP Activities | | 6264 · Operations & Assoc. Activities | 1,357.50 |
| | 87781.LeesportAveFlushing | | 6401 · Collection System Maint. Plan | 310.00 |
| | 87811.IPP/PMP Activities | | 6263.2 · PMP (PCB Monitoring Activities) | 804.53 |
| | | Total ENTECH ENGINEERING, INC. | | 2,472.03 |
| 11/21/2023 | | FRONTIER | | |
| | 610 926 2060 | | 6395 · Telephone & Internet | 228.49 |
| | | Total FRONTIER | | 228.49 |
| 11/21/2023 | | HARTMAN, VALERIANO, MAGOVERN & LUTZ | | |
| | 4151.DBeckerprep,MonthlyMtg, | | 6271 · Legal Fees | 540.00 |
| | | Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | 540.00 |
| 11/21/2023 | | Kline's Services | | |
| | 6052063.OCT2023LineCleanin... | | 6309 · Collection Sys. Maint. Plan (Prev... | 3,324.99 |
| | | Total Kline's Services | | 3,324.99 |
| 11/21/2023 | | LONGHORN LANDSCAPING | | |
| | 1023.Invoice.MowingContract | | 6303 · Building & Equipment | 150.00 |
| | | Total LONGHORN LANDSCAPING | | 150.00 |
| 11/21/2023 | | MILLER ENVIRONMENTAL | | |
| | 111223235.DEC | | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| | 111223235MaintFee | | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| | | Total MILLER ENVIRONMENTAL | | 27,202.69 |
| 11/21/2023 | | OFFICE BASICS INC | | |
| | ConferenceRoomChairs(8) | | 6253 · Office Supplies & Equipment | 1,036.00 |
| | | Total OFFICE BASICS INC | | 1,036.00 |
| 11/21/2023 | | OFFICE SVCS KIM NAJA | | |
| | 112023.Comm,Banking,BillPay... | | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| | | Total OFFICE SVCS KIM NAJA | | 1,000.00 |
| 11/21/2023 | | SOS Business Machines Inc | | |
| | INV54547.WWTP Canon2230 ... | | 6253 · Office Supplies & Equipment | 345.00 |

10:36 AM

11/20/23

LEESPORT AUTHORITY OPERATING EXPENDITURES

November 1 - 21, 2023

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Account</u> | <u>Paid Amount</u> |
|---------------------------------|---------------------------|-------------|---------------------------------------|--------------------|
| Total SOS Business Machines Inc | | | | 345.00 |
| WG MALDEN | | | | |
| 11/21/2023 | 22074.PSmeterCalibrations | | 6210 · OTMA/BTMA Meter Maintenance... | 609.75 |
| Total WG MALDEN | | | | 609.75 |
| TOTAL | | | | 38,132.80 |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 10/31/23 |
|---|----------------|-------------|-----------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,210.44 | | \$0.19 | | \$11,210.63 |
| Operating 0.04% | \$450,337.93 | \$55,125.00 | \$12.79 | (130,665.29) | \$374,810.43 |
| Sewer Receipts 0.034% | \$239,173.59 | \$18,744.95 | \$8.42 | | \$257,926.96 |
| Payroll 0.02% | \$1,449.25 | | \$0.02 | (707.30) | \$741.97 |
| Maintenance Reserve 0.03% | \$50,012.80 | | \$1.27 | | \$50,014.07 |
| PLGIT | \$3,247.07 | | \$14.35 | | \$3,261.42 |
| | | | | | |
| Special Construction 2% | \$1,351,999.34 | \$0.00 | \$1,979.05 | (656,097.24) | \$697,881.15 |
| | | | | | |
| | | | | LBA OPERATIONS TOTAL | \$855,720.55 |
| | | | TOTAL INTEREST | \$2,016.09 | |
| | | | | GRAND TOTAL | \$1,553,601.70 |

Comments:

Special Construction: Payment to Entech, Blooming Glen, Garden Spot, EVOQUA

FDIC Insured CD's / FNC

| | Maturity | Earnings |
|--|-------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | Semi Annual Mar16 & Sep16 |

| | |
|---|-------------|
| DREYFUS MM HOLDING ACCOUNT CD Earnings | \$82,755.07 |
|---|-------------|

\$157,755.07

**Minutes of the 687th Meeting
of the Board of the
LEESPORT BOROUGH AUTHORITY**

December 26, 2023

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, December 19, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Board Members Kim Cherry, Ron Kohler, and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Larry Valeriano, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 686th Minutes from the November meeting were approved as written.

VISITORS:

CORRESPONDENCE

| | |
|------------------------|---|
| Berks County ARP Grant | 1 st Amendment to Grant Funding Agreement AGA-27-22 |
| LBA | Ltr to County Commissioners re: ARP Grant Aeration Project Status |
| Garden Spot Electric | Proposed Change Order 3, Temporary Trailer Electric |
| Garden Spot Electric | Proposed Change Order 4, Fiber Optic for Aqua Control Panel |
| Blooming Glen | Pay Application #004, \$258,934.21 |
| Garden Spot Electric | Pay Application 3, \$30,255 |

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

R. Kohler motioned to approve payment of December bills, \$42,588.98, seconded by C. Madeira and passed unanimously.

C. Madeira motioned to approve D. Knoll to remain Chairman in 2024, seconded by K. Cherry and passed 3-0.

C. Madeira motioned to approve R. Kohler to remain Vice Chairman in 2024, seconded by K. Cherry and passed 3-0.

R. Kohler motioned to approve Entech Engineering as Authority engineer in 2024, seconded by C. Madeira and passed 4-0.

C. Madeira motioned to approve Hartman, Valeriano, Magovern & Lutz as Authority solicitor in 2024, seconded by K. Cherry and passed 4-0.

R. Kohler motioned to approve Herbein + Co as Authority accountant in 2024, seconded by C. Madeira and passed 4-0.

K. Naja noted that the 1st Amendment to the ARP agreement extends the completion date through the first quarter 2024. The Agreement's original completion date was recorded as December 1, 2023.

AERATION PROJECT / Payments from Special Construction:

Blooming Glen Pay Application 004

K. Cherry motioned to approve payment of \$258,934.21 from the Special Construction account, seconded by C. Madeira and passed unanimously.

Garden Spot Electric Pay Application 3

R. Kohler motioned to approve payment of \$30,255 from the Special Construction account, seconded by C. Madeira and passed unanimously.

EVOQUA BioMag Trailer January Invoice Due 1/1/24

K. Cherry motioned to approve payment of \$45,000 from the Special Construction account, seconded by C. Madeira and passed unanimously.

Entech Aeration Project Invoice

C. Madeira motioned to approve payment of \$19,262.72 from the Special Construction account, seconded by R. Kohler and passed unanimously.

Miller Environmental Aeration Project Manhours Invoice

C. Madeira motioned to approve payment of \$1,262.35 from the Special Construction account, seconded by R. Kohler and passed unanimously.

ENGINEER'S REPORT

HD Miller reviewed the engineering report. The Aeration Project remains on schedule. Substantial completion date is in January, 2024. All three blowers are set up and ready to run. Piping to SBR 1 needs to be completed.

Noted was the reduction of the Blooming Glen change order approved in November, not to exceed \$36,058.75, to \$32,772.35. A future pay application will reflect this reduction.

Work Order 4614-EWO-230955.000 for the completion of the 2023 Chapter 94 report, \$4,000, was motioned for approval by C. Madeira, seconded by R. Kohler and passed unanimously.

Entech recommended approval of the two new change orders from Garden Spot Electric. C. Madeira motioned to approve Change Order #3, \$4,431.93 for Temporary Trailer Electric, seconded by R. Kohler and approved unanimously. K. Cherry motioned to approve Change Order #4, \$15,946.01 for Fiber Optic for the Control Panel, seconded by C. Madeira and passed unanimously.

SOLICITOR

No report. Bern's draft agreement is currently under review.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. Operations are continuing successfully as the Aeration Project continues.

He discussed the fact that the original upgrade plan called for the blowers to be run by ethernet only. Entech reviewed and a switch will be added to aid in backup operation should the ethernet go down for any reason.

He also had had some concerns about alarms being only via email or text. The Verbatim unit will be kept as a third option for emergency callouts.

GENERAL

K. Naja reported she has notified the County ARP commission that the LBA is applying for its remaining portion of the \$415,000 grant (\$202,000) and expects the LBA to receive it in early January.

K. Naja noted the 2024 Meeting date advertisement lists the third Tuesday meeting dates for each month.

The meeting adjourned at 7:30. Next meeting January 16, 2024.

LEESPORT AUTHORITY

OPERATING EXPENDITURES

December 1 - 19, 2023

| Date | Num | Memo | Account | Paid Amount |
|--|-----|---------------------------------|---|-------------|
| COMCAST | | | | |
| 12/19/2023 | | Business Internet 12/18-01/17 | 6395 · Telephone & Internet | 380.60 |
| Total COMCAST | | | | 380.60 |
| CREATIVE PAYMENT SOLUTIONS | | | | |
| 12/19/2023 | | SPA0139. 11/1-11/30arbox | 6272 · Accounting /Bank Fees | 30.20 |
| Total CREATIVE PAYMENT SOLUTIONS | | | | 30.20 |
| ENTECH ENGINEERING, INC. | | | | |
| 12/19/2023 | | 87998.OPs Activities | 6264 · Operations & Assoc. Activities | 902.50 |
| 12/19/2023 | | 87998.CollSysRelated | 6401 · Collection System Maint. Plan | 2,190.00 |
| Total ENTECH ENGINEERING, INC. | | | | 3,092.50 |
| FRONTIER | | | | |
| 12/19/2023 | | 610 926 2060 | 6395 · Telephone & Internet | 229.83 |
| Total FRONTIER | | | | 229.83 |
| GEA WESTFALIA | | | | |
| 12/19/2023 | | 3586520539.WWTP Centrifuge... | 6303 · Building & Equipment | 2,737.36 |
| Total GEA WESTFALIA | | | | 2,737.36 |
| HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | |
| 12/19/2023 | | 4419.SeidelLienRelated,D.Bec... | 6271 · Legal Fees | 585.00 |
| Total HARTMAN, VALERIANO, MAGOVERN & LUTZ | | | | 585.00 |
| LONGHORN LANDSCAPING | | | | |
| 12/19/2023 | | 1223.Invoice.MowingContract/... | 6303 · Building & Equipment | 150.00 |
| Total LONGHORN LANDSCAPING | | | | 150.00 |
| MILLER ENVIRONMENTAL | | | | |
| 12/19/2023 | | 110124236.DEC | 6100 · MILLER ENVIRONMENTAL (W... | 26,369.36 |
| 12/19/2023 | | 110124236.MaintFee | 6102.a · OPScontractMaintFee (Monthly... | 833.33 |
| Total MILLER ENVIRONMENTAL | | | | 27,202.69 |
| MYERS & BELL INSURANCE | | | | |
| 12/19/2023 | | 4 of 4 installments | 6182 · Liability Insurance | 5,619.00 |
| Total MYERS & BELL INSURANCE | | | | 5,619.00 |
| OFFICE SVCS KIM NAJA | | | | |
| 12/19/2023 | | 12012023.Comm,Banking,BillP... | 6255 · Office & Admin (Includes RR Re... | 1,000.00 |
| Total OFFICE SVCS KIM NAJA | | | | 1,000.00 |
| PMAA | | | | |
| 12/19/2023 | | 2024 Active Dues | 6259 · Dues,Rentals,Subscriptions | 1,006.48 |
| Total PMAA | | | | 1,006.48 |
| Reading Eagle | | | | |
| 12/19/2023 | | 1335357.2024MeetingAdvertis... | 6251 · Advertising (bids, meeting notice... | 51.32 |
| Total Reading Eagle | | | | 51.32 |
| UGI HVAC SERVICES | | | | |
| 12/19/2023 | | 124895667.AnnualMaintAgrmn... | 6303 · Building & Equipment | 504.00 |
| Total UGI HVAC SERVICES | | | | 504.00 |

11:29 AM
12/18/23

LEESPORT AUTHORITY OPERATING EXPENDITURES

December 1 - 19, 2023

| Date | Num | Memo | Account | Paid Amount |
|-------|-----|------|---------|------------------|
| TOTAL | | | | <u>42,588.98</u> |

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

| | Opening | Deposits | Interest | Disbursements | 11/30/23 |
|---|--------------|-----------------------|-------------------|-----------------------------|-----------------------|
| Debt Service Reserve 0.02%(GOVT.Savings) | \$11,210.63 | | \$0.18 | | \$11,210.81 |
| Operating 0.04% | \$374,810.43 | \$58,626.26 | \$12.78 | (38,706.20) | \$394,743.27 |
| Sewer Receipts 0.034% | \$257,926.96 | \$65,544.97 | \$5.36 | (216,235.15) | \$107,242.14 |
| Payroll 0.02% | \$741.97 | \$700.00 | \$0.02 | (26.21) | \$1,415.78 |
| Maintenance Reserve 0.03% | \$50,014.07 | | \$1.24 | (14.07) | \$50,001.24 |
| PLGIT | \$3,261.42 | | \$14.01 | | \$3,275.43 |
| Special Construction 2% | \$697,881.15 | \$0.00 | \$1,124.79 | (172,603.04) | \$526,402.90 |
| | | | | LBA OPERATIONS TOTAL | \$725,643.74 |
| | | TOTAL INTEREST | \$1,158.38 | GRAND TOTAL | \$1,252,046.64 |

Comments:

Special Construction: Payment to Entech, Miller Environmental, Garden Spot, EVOQUA, PIRIT, WindRiver Environmental
Sewer Receipts: Principal & Interest Payment to Tompkins Bank

FDIC Insured CD's / FNC

| | Maturity | Earnings |
|--|-------------|---------------------------|
| 3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65% | \$75,000.00 | Semi Annual Mar16 & Sep16 |

DREYFUS MM HOLDING ACCOUNT CD Earnings

| |
|---------------------|
| \$82,755.07 |
| \$157,755.07 |