

**Minutes of the 688<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

January 19, 2024

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, January 16, 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 Tori Morgan, Solicitor Chris Hartman, and Business Manager Kim Naja. Dean Miller and Dave Mohn of Miller Environmental were also in attendance. The meeting began with the Pledge of Allegiance.

The 687<sup>th</sup> Minutes from the December meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

Glatfelter Notice	PFAS Coverage Exclusion
LBA	Ltr to County Commissioners re: ARP Grant Aeration Project Status
FNC	Electronic Statement Enrollment

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

K, Cherry motioned to approve payment of the month's bills, \$30,288.50, seconded by C. Madeira and passed unanimously.

K. Naja noted the PFAS Coverage Exclusion notice and will forward copies on to Tori Morgan and Chris Hartman. We need to find out what coverage costs and if the LBA needs it. Kim will also discuss with Myers and Bell Insurance. At this time there are no regulations that impact wastewater treatment plants.

FNC (Financial Northeastern) notices will now be accessed electronically only.

Berks Soil and Stone has paid its tapping fee and engineering fees and dropped plans off this day. Entech was provided with the plans and will be following up. The plan is for them to connect into the LBA main on the LBA's neighboring property on Canal St. so there is no right-of-way issue involved with their connection point.

**AERATION PROJECT / Payments from Special Construction:**

**Blooming Glen Pay Application 005**

Payment Approval, \$180,276.86. C. Madeira motioned to approve payment, seconded by R. Kohler and passed unanimously.

**Wind River Environmental Invoice/SBR Sludge Removal January**

Payment Approval, \$8,971.79. K. Cherry motioned to approve payment seconded by C. Madeira and passed unanimously.

K. Naja noted that the Special Construction account will be overdrawn with the payment of these two invoices. The remainder of the ARP Grant is expected to arrive mid to late January but these bills should be paid now. R. Kohler motioned to transfer \$25,000 from the Operating Account to the Special Construction account to temporarily fund it. Once the Grant funds are received any remaining Operating Account money will be returned to Operating. C. Madeira seconded the motion and it passed unanimously.

The original cost opinion for the Aeration Project was \$1,662,597. The total spent through January is \$1,777,964. This account has earned 2% interest for much of the year and with the first ARP Grant Installment the balance

has kept pace with the handful of change orders and the lack of Bern's contribution.

### ENGINEER'S REPORT

T. Morgan reviewed the engineering report. The Aeration Project remains on schedule. Start up of both SBR's began on Monday, January 15. The BioMag temporary treatment trailer may be needed into February as the magnetite is removed from the system.

Garden Spot Change Order #6 for the autodialer, \$3,661.97, is recommended for approval. K. Cherry motioned to approve the change order, seconded by C. Madeira and passed unanimously.

Garden Spot Change Order #7 for conduit relocation, \$27,210.95, still needs Entech review.

Entech is in the process of reviewing Bern's Draft Agreement. K. Naja provided data that may be included in the opening section after review. Also included with this is Stonehedge pump station data for the past three years. Tori wants to review it more carefully for consistency with the earlier drafts she and M. Poli edited for the Ontelaunee Draft Agreement.

There was some discussion about Borough ordinances dealing with sump pumps releasing water into the sanitary system. Kim will look into this further. Sump pump regulations regarding Stonededge need to meet or exceed Leesport's.

### SOLICITOR

C. Hartman's comments were part of the Aeration Project and Bern Draft Agreement discussions.

### MILLER ENVIRONMENTAL REPORT

D. Miller noted that the BioMag trailer was a good call to enable the plant to run in single basin mode during the aeration project. Also the construction project took up a lot of Miller Environmental employee time above and beyond their normal activities. The DEP visited the site in late December.

### GENERAL

K. Naja noted that the Borough Water Authority would be increasing their Shut Off Notice fee to \$20 and adding a late notice fee of \$10. D. Knoll (also a member of the Water Authority) agreed that the LBA should adopt these fees for its billing as well. C. Madeira motioned to adopt the fees in keeping with the Water Authority's fee structure, seconded by D. Knoll and passed unanimously.

The meeting adjourned at 8:00. Next meeting February 20, 2024.

# LEESPORT AUTHORITY OPERATING EXPENDITURES

January 1 - 16, 2024

Date	Num	Memo	Account	Paid Amount
<b>COMCAST</b>				
01/16/2024		Business Internet 01/18-02/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
<b>CREATIVE PAYMENT SOLUTIONS</b>				
01/16/2024		SPA0140. 12/1-12/29arbox	6272 · Accounting /Bank Fees	25.10
Total CREATIVE PAYMENT SOLUTIONS				25.10
<b>ESRI</b>				
01/16/2024		289391.2.ARCGIS Renewal 20...	6259 · Dues,Rentals,Subscriptions	440.00
Total ESRI				440.00
<b>FRONTIER</b>				
01/16/2024		610 926 2060	6395 · Telephone & Internet	228.01
Total FRONTIER				228.01
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
01/16/2024		4574.Comm & Mtgs	6271 · Legal Fees	252.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				252.00
<b>JONATHAN A HENNE PROPERTY SVCS</b>				
01/16/2024		404.Plowing&SaltingWWTP01/...	6303 · Building & Equipment	345.00
Total JONATHAN A HENNE PROPERTY SVCS				345.00
<b>MILLER ENVIRONMENTAL</b>				
01/16/2024		110224237.JAN	6100 · MILLER ENVIRONMENTAL (W...	26,369.36
01/16/2024		110224237.MaintFee	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,202.69
<b>OFFICE SVCS KIM NAJA</b>				
01/16/2024		01012024.Comm,Banking,BillP...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
<b>POSTER COMPLIANCE CENTER</b>				
01/16/2024		Fed & State Compliance Poste...	6310 · Supplies	79.45
Total POSTER COMPLIANCE CENTER				79.45
<b>SUBURBAN TESTING LABS</b>				
01/16/2024		P4000081.BODTestingDunkin/...	6060 · Test Sampling or Chemicals (Infl...	315.00
Total SUBURBAN TESTING LABS				315.00
<b>TOTAL</b>				<u><u>30,288.50</u></u>

**LEESPORT BOROUGH AUTHORITY****ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	12/31/23
<b>Debt Service Reserve</b> 0.02%(GOVT.Savings)	\$11,210.81		\$0.19		<b>\$11,211.00</b>
<b>Operating</b> 0.04%	\$394,743.27	\$103,508.73	\$14.79	(41,147.50)	<b>\$457,119.29</b>
<b>Sewer Receipts</b> 0.034%	\$107,242.14	\$70,275.16	\$2.99	(100,000.00)	<b>\$77,520.29</b>
<b>Payroll</b> 0.02%	\$1,415.78		\$0.02	(132.43)	<b>\$1,283.37</b>
<b>Maintenance Reserve</b> 0.03%	\$50,001.24		\$1.27		<b>\$50,002.51</b>
<b>PLGIT</b>	\$3,275.43		\$14.55		<b>\$3,289.98</b>
<b>Special Construction 2%</b>	\$526,402.90	\$0.00	\$803.31	(279,794.28)	<b>\$247,411.93</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$758,181.51</b>
		<b>TOTAL INTEREST</b>	<b>\$837.12</b>	<b>GRAND TOTAL</b>	<b>\$1,005,593.44</b>

**Comments:**

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

Sewer Receipts: transfer 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

<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$82,755.07
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**\$157,755.07**

**Minutes of the 689<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

February 26, 2024

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

The 688<sup>th</sup> Minutes from the January meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

ENTECH	Ltr re: Berks Soil & Stone / System Design Follow-up
Tompkins Bank	Loan Statement 2023
HVM&L	Copy of Ltr to DEP, Tim Wagner, re: Metropolitan / Epting Tract
PMAA	Board Member Training Notice

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$57,627.22, seconded by R. Kohler and passed unanimously. K. Naja noted that this month's payment to Exeter Supply was for 50% of the invoice for Harmony meter reading software and training, approved by the Borough to upgrade the radio meter program. Also included in February were the flood insurance premiums and the Miller Environmental invoice for 2023 PCB required testing, \$7,500.

**AERATION PROJECT / Payments from Special Construction:**

R. Kohler motioned to affirm the electronic vote approving Garden Spot Change Order PCO#07, \$9,334.83, seconded by C. Madeira and passed unanimously.

**Entech Engineering Invoices #88664 and #89405**

Payment Approval: C. Madeira motioned to approve payment to Entech of \$25,807.62, seconded by R. Kohler and passed unanimously.

Blooming Glen and Garden Spot pay applications were not received in time for review before the February meeting. The balance of the County ARP Grant was received in late January, \$201,676.60.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly engineering report. The Aeration Project is complete except for some minor punch list items and some site restoration work to be completed in the Spring.

**SOLICITOR**

Discussion revolved around draft intermunicipal agreements. D. Knoll noted that any new agreement will be written by the owner of the plant. He said he was in agreement with C. Hartman regarding his February 20 email to Dan Becker which states the LBA would accept \$92,593.06 as payment in full of BTMA's contribution to the Aeration Project.

C. Hartman acknowledged that the Bern draft agreement first offered (to be written) at the March, 2023 meeting of representatives from both LBA and BTMA had taken much longer than anticipated.

D. Knoll motioned to approve the LBA solicitor communicate with the BTMA solicitor as a follow up to the Feb 20 email that LBA's financial proposal of \$92,593.06 does not constitute LBA's acceptance of BTMA's draft agreement and that LBA will provide its own version, seconded by R. Kohler and passed unanimously.

D. Knoll motioned that the LBA has presented its final offer and that if payment is not received by June, or 120 days, the LBA will take legal action, seconded by C. Madeira and passed unanimously.

There was brief discussion of the Epting tract sewer planning module, the apartment complex is still in play. Whatever sewer limitations continue to exist would be related to Ontelaunee's own limitations. The flow rate from PS7 was reduced when Ontelaunee submitted to DEP for its new permit and the downstream sewer main capacity issue essentially went away because of that flow reduction.

#### MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. The plant is running well. The BloMag trailer has been removed and two tests have run done since going back to dual basin mode. There was one exception while in single basin mode, high fecal.

There have been problems with the utility water pump. Christian is in the process of getting quotes to compare repair with just purchasing a new pump.

#### GENERAL

There was brief discussion of what documentation the LBA has regarding the addition of storm water into the sanitary system. Borough ordinance 404 addresses the prohibition of stormwater into sump pumps but the LBA should have some documentation as well. K. Naja will search LBA's resolutions.

K. Naja also asked the LBA if it had interest in having an industrial building appraisal. This was something suggested by the Myers & Bell agent when discussing the LBA's liability insurance. There was no real agreement on this and Kim will inquire with the LBA's accountants.

The meeting adjourned at 8:25. Next meeting March 19, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

February 1 - 20, 2024

Date	Num	Memo	Account	Paid Amount
02/20/2024		AK Tax (LASH Tax)		
02/20/2024	1651.4thQTaxReports/payroll		6272 · Accounting /Bank Fees	280.00
		Total AK Tax (LASH Tax)		280.00
02/20/2024		COMCAST		
02/20/2024	Business Internet 02/18-03/17		6395 · Telephone & Internet	401.25
		Total COMCAST		401.25
02/20/2024		Commonwealth of Pennsylvania NPDES Permit		
02/20/2024	1344546.Annual Fee NPDES P...		6312 · NPDES FEES (Permit Annual)	1,000.00
		Total Commonwealth of Pennsylvania NPDES Permit		1,000.00
02/20/2024		CREATIVE PAYMENT SOLUTIONS		
02/20/2024	SPA0141. 1/1-1/31arbox		6272 · Accounting /Bank Fees	30.50
		Total CREATIVE PAYMENT SOLUTIONS		30.50
02/20/2024		Diversified Technology (services)		
02/20/2024	23246.FEB24 SWR Bills		6244 · Sewer Billing	663.05
		Total Diversified Technology (services)		663.05
02/20/2024		ENTECH ENGINEERING, INC.		
02/20/2024	89104.GIS/BOROMapsRequest		6268 · Collection System (Outside of W...	965.00
02/20/2024	89103.WWTPSupport		6264 · Operations & Assoc. Activities	485.00
02/20/2024	89102.TMorganMtgs&Agreeme...		6264 · Operations & Assoc. Activities	2,009.40
02/20/2024	88842.WWTPSupport		6264 · Operations & Assoc. Activities	3,875.00
02/20/2024	88842.BerksSoli&StoneReviews		6268 · Collection System (Outside of W...	1,863.75
		Total ENTECH ENGINEERING, INC.		9,198.15
02/20/2024		Exeter Supply Company		
02/20/2024	317039.50/50LBA/BOROHarm...		5000 · Operations Purchase (Training, ...	3,098.25
		Total Exeter Supply Company		3,098.25
02/20/2024		FRONTIER		
02/20/2024	610 926 2060		6395 · Telephone & Internet	228.02
		Total FRONTIER		228.02
02/20/2024		HARTMAN, VALERIANO, MAGOVERN & LUTZ		
02/20/2024	4868.Comm, AERATNprojEMA...		6271 · Legal Fees	504.00
		Total HARTMAN, VALERIANO, MAGOVERN & LUTZ		504.00
02/20/2024		JONATHAN A HENNE PROPERTY SVCS		
02/20/2024	437.Plowing&SaltingWWTP02/...		6303 · Building & Equipment	762.50
		Total JONATHAN A HENNE PROPERTY SVCS		762.50
02/20/2024		MILLER ENVIRONMENTAL		
02/20/2024	110324238.FEB		6100 · MILLER ENVIRONMENTAL (W...	26,369.36
02/20/2024	110324238.MaintFee		6102.a · OPScontractMaintFee (Monthly...	833.33
02/20/2024	110124236-A.PCB Annual Test...		6311 · NPDES TESTING (Permit Requir...	7,500.00
		Total MILLER ENVIRONMENTAL		34,702.69
02/20/2024		NEPTUNE FLOOD INC		
02/20/2024	ASR3551104.MECH BLDG 4/6...		6183 · Flood Insurance	2,969.16
02/20/2024	TNF3551077.OfficeLAB 4/6/24-...		6183 · Flood Insurance	1,760.97
02/20/2024	ACT3550956.Garage 4/6/24-4/...		6183 · Flood Insurance	892.68

# LEESPORT AUTHORITY OPERATING EXPENDITURES

February 1 - 20, 2024

Date	Num	Memo	Account	Paid Amount
Total NEPTUNE FLOOD INC				5,622.81
02/20/2024		OFFICE SVCS KIM NAJA 022024.Comm,Banking,BillPay...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
02/20/2024		TOMPKINS VISA COMMUNITY C ARD ForeverStampls/ Notices	6253 · Office Supplies & Equipment	136.00
Total TOMPKINS VISA COMMUNITY C ARD				136.00
TOTAL				<u>57,627.22</u>



12:05 PM

03/18/24

Accrual Basis

**LEESPORT AUTHORITY**  
**Aeration Project**  
**February 2024**

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Type	Date	N...	Memo	Name	Split	Amount
<b>6286 · AERATION CONSTRUCTION (Special Construction Funds)</b>						
Bill	02/21/2024		88664.ConstObsCorres&Comm	ENTECH ENGINEERING...	2003 · A...	13,139.52
Bill	02/21/2024		89405.ConstObsCorres&Comm	ENTECH ENGINEERING...	2003 · A...	12,668.10
Total 6286 · AERATION CONSTRUCTION (Special Construction Funds)						25,807.62
<b>TOTAL</b>						<b>25,807.62</b>

**LEESPORT BOROUGH AUTHORITY ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	1/31/24
<b>Debt Service Reserve</b> 0.02%(GOVT.Savings)	\$11,211.00		\$0.19		<b>\$11,211.19</b>
<b>Operating</b> 0.04%	\$457,119.29	\$31,825.00	\$14.94	(58,037.18)	<b>\$430,922.05</b>
<b>Sewer Receipts</b> 0.034%	\$77,520.29	\$14,374.86	\$2.19	(157.67)	<b>\$91,739.67</b>
<b>Payroll</b> 0.02%	\$1,283.37	\$1,100.00	\$0.04	(850.49)	<b>\$1,532.92</b>
<b>Maintenance Reserve</b> 0.03%	\$50,002.51		\$1.27		<b>\$50,003.78</b>
<b>PLGIT</b>	\$3,289.98		\$14.51		<b>\$3,304.49</b>
<b>Special Construction 2%</b>	\$247,411.93	\$226,676.60	\$291.27	(289,503.65)	<b>\$184,876.15</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$746,469.17</b>
			<b>TOTAL INTEREST</b>	<b>\$324.41</b>	<b>GRAND TOTAL</b>
					<b>\$931,345.32</b>

**Comments:**

Special Construction: Payment to Blooming Glen, Garden Spot, WindRiverEnvironmental  
 Sewer Receipts: bad 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
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$82,755.07	
	<b>\$157,755.07</b>	

**Minutes of the 690<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**March 25, 2024**

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

The 689<sup>th</sup> Minutes from the February meeting were approved as written.

**VISITORS:** Andrew DiProspero, H.A.Thomson

**CORRESPONDENCE**

DEP	Copy of Ltr to Kaplan Stewart re: Epting Tract Project Submission
Blooming Glen Change Order	Re: Valve Mast extensions
PMAA	Management Workshops

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$47,961.96, seconded by R. Kohler and passed unanimously.

K. Naja discussed the Quickbooks 24 subscription/annual renewal. This is not the same as Quickbooks Online, which Intuit is trying to get its customers to switch over to (and costs three times as much). Maintaining the subscription offers the LBA automatic online back up of company data, program support, and regular security updates.

Kim asked for the board's permission to set up an auto-payment out of the Maintenance Reserve fund which would also have the effect of creating activity in this account which is mostly dormant. Once the payment is made money will be transferred into it from the Operating account to reimburse. The Maintenance Reserve account (used to move CD payments) and the Clearing account (for credit card payments) are the only LBA accounts that have any active external internet exposure.

C. Madeira motioned for the Maintenance Reserve account to be used for the auto-renewal of the subscription and then reimbursed from the Operating account, seconded by K. Cherry and passed unanimously. This year's fee is \$349.99 and will be made on May 6, 2024.

Kim also discussed bank interest rates and her discussions with Tompkins Bank. Now that the Special Construction account will be empty an improved rate will be active in the Operating account which carries a larger balance. 1.1% will be that rate. Also, the LBA may want to consider moving some funds back into the PLGIT account which the LBA voted to move out of years ago. That account balance was drastically reduced but never closed out altogether, and is paying much better dividends now. The LBA's other Tompkins accounts with smaller balances are at 0.03% interest rates. Also, CD monies in the FNC account, if not needed for any Special Construction expense, will be available for reinvestment.

Andrew DiProspero attended the meeting at the request of Myers and Bell Insurance to discuss the PIRMA

program as an option to the LBA's current liability insurance with Glatfelter. PIRMA is a pool of Municipalities and Authorities who vote in board members to oversee its activities. Investments are reinvested in the pool and it is tax exempt. Its rates are significantly less than what the LBA is currently paying for liability insurance. If you leave the pool you are responsible for 100% of any open claim in existence while you were a member. An LBA resolution at a public meeting is required to join PIRMA.

The LBA was very interested but wanted more time and information from neighboring municipalities (which will be gathered) before making a decision. There are 26 entities in Berks County in this program. The LBA's current plan is due for renewal at month end. They agreed to maintain the Glatfelter contract for the coming year and will revisit this in the Fall of 2024.

R. Kohler motioned to keep Glatfelter Insurance and renew for \$21,922 annual plus add cyber-security coverage which is not part of the current plan, seconded by C. Madeira and passed unanimously.

#### AERATION PROJECT / Payments from Special Construction:

C. Madeira motioned to affirm the electronic vote approving the Blooming Glen Change Order 003, \$49,183.94, seconded by R. Kohler and passed unanimously.

#### Garden Spot Electric Pay Application #4

Payment Approval: \$57,541. R. Kohler motioned to approve payment, seconded by K. Cherry and passed unanimously.

#### Entech Engineering Invoice #89761

Payment Approval: C. Madeira motioned to approve payment to Entech of \$7,526.80, seconded by K. Cherry and passed unanimously.

#### Miller Environmental Aeration Manhours Invoice

Payment Approval : K. Cherry motioned to approve payment to Miller Environmental of \$1,262.35, seconded by R. Kohler and passed unanimously.

#### ENGINEER'S REPORT

H.D. Miller reviewed the monthly engineering report. Blooming Glen hopes to wrap up the valve masts by the end of March. The 2023 Chapter 94 report should be finished this week.

#### SOLICITOR

C. Hartman talked on the phone with BTMA solicitor Dan Becker. (A late afternoon email from Solicitor Becker to Chris was forwarded to the board members.) BTMA is subject to the current agreement but they don't seem to acknowledge it. R. Kohler noted that they need to make their payment, not a portion of their payment. D. Knoll reiterated that no payment by June, 2024 - legal proceedings must begin.

Entech is working on the Essig format for a Bern Draft Agreement.

#### MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report. The hot water heater was replaced by UGI. He has been having issues getting Gayle Corporation response regarding the utility water pump questions. The new equipment is running fine. Some electrical issues with the fine screen and SBR1 waste pump, plus some foaming and filamentous issues, have been keeping him busy.

The meeting adjourned at 8:00. Next meeting April 16, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

March 1 - 19, 2024

Date	Num	Memo	Account	Paid Amount
AQUA-AEROBICS				
03/19/2024		1041053.ExplosionProofLimitS...	6303 · Building & Equipment	1,584.01
Total AQUA-AEROBICS				1,584.01
CNA SURETY				
03/19/2024		69700591.KNajaBOND	6180 · INSURANCE	600.00
Total CNA SURETY				600.00
COMCAST				
03/19/2024		Business Internet 03/18-04/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
CREATIVE PAYMENT SOLUTIONS				
03/19/2024		SPA0142. 2/1-2/29arbox	6272 · Accounting /Bank Fees	29.80
Total CREATIVE PAYMENT SOLUTIONS				29.80
DELAWARE RIVER BASIN COMMISSION				
03/19/2024		242281.Annual Monitoring Fee ...	6312 · NPDES FEES (Permit Annual)	749.00
Total DELAWARE RIVER BASIN COMMISSION				749.00
ENTECH ENGINEERING, INC.				
03/19/2024		88582.CollSysActivitesIncludin...	6268 · Collection System (Outside of W...	1,110.00
03/19/2024		88536.LBAmeetings	6264 · Operations & Assoc. Activities	660.00
03/19/2024		88535..IMAdiscuss&Boroactivit...	6264 · Operations & Assoc. Activities	767.50
Total ENTECH ENGINEERING, INC.				2,537.50
Exeter Supply Company				
03/19/2024		316326.50/50LBA/BOROHarm...	5000 · Operations Purchase (Training, ...	6,945.67
Total Exeter Supply Company				6,945.67
FRONTIER				
03/19/2024		610 926 2060	6395 · Telephone & Internet	228.54
Total FRONTIER				228.54
HARTMAN, VALERIANO, MAGOVERN & LUTZ				
03/19/2024		5105.Comm, AERATNprojEMA...	6271 · Legal Fees	936.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				936.00
JONATHAN A HENNE PROPERTY SVCS				
03/19/2024		466.Plowing&SaltingWWTP02/...	6303 · Building & Equipment	297.50
Total JONATHAN A HENNE PROPERTY SVCS				297.50
MILLER ENVIRONMENTAL				
03/19/2024		110424239.APR	6100 · MILLER ENVIRONMENTAL (W...	26,369.36
03/19/2024		110424239.MainFee	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,202.69
OFFICE SVCS KIM NAJA				
03/19/2024		032024.Banking,BillPayments/...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00

11:20 AM

03/18/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

March 1 - 19, 2024

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<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Reading & Northern Real Estate Co				
03/19/2024	52404.Bridge/Shackamaxon &...		6259 · Dues,Rentals,Subscriptions	1,030.00
Total Reading & Northern Real Estate Co				1,030.00
UGI HVAC SERVICES				
03/19/2024	240229-0504.Hot Water Heate...		6303 · Building & Equipment	4,420.00
Total UGI HVAC SERVICES				4,420.00
TOTAL				47,961.96

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<b>LEESPORT BOROUGH AUTHORITY</b>	<b>ACCOUNT SUMMARY</b>				
	<b>Opening</b>	<b>Deposits</b>	<b>Interest</b>	<b>Disbursements</b>	<b>2/29/24</b>
<b>Debt Service Reserve</b> 0.02%(GOVT.Savings)	\$11,211.19		\$0.18		<b>\$11,211.37</b>
<b>Operating</b> 0.04%	\$430,922.05	\$51,124.60	\$13.55	(56,180.72)	<b>\$425,879.48</b>
<b>Sewer Receipts</b> 0.034%	\$91,739.67	\$64,136.74	\$3.06	(214.94)	<b>\$155,664.53</b>
<b>Payroll</b> 0.02%	\$1,532.92	\$0.00	\$0.02	(24.63)	<b>\$1,508.31</b>
<b>Maintenance Reserve</b> 0.03%	\$50,003.78		\$1.19		<b>\$50,004.97</b>
<b>PLGIT</b>	\$3,304.49		\$13.55		<b>\$3,318.04</b>
<b>Special Construction 2%</b>	\$184,876.15	\$0.00	\$290.16	(25,807.62)	<b>\$159,358.69</b>
			<b>LBA OPERATIONS TOTAL</b>		<b>\$805,341.77</b>
		<b>TOTAL INTEREST</b>	<b>\$321.71</b>	<b>GRAND TOTAL</b>	<b>\$964,700.46</b>

**Comments:**

Special Construction: Payment to Entech  
 Sewer Receipts: bad check

<b>FDIC Insured CD's / FNC</b>	<b>Maturity</b>	<b>Earnings</b>
3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65%	\$75,000.00	Semi Annual Mar16 & Sep16
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$82,755.07	
	<b>\$157,755.07</b>	

12:03 PM

03/18/24

Accrual Basis

**LEESPORT AUTHORITY**  
**Aeration Project**  
**March 2024**

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Type	Date	N...	Memo	Name	Split	Amount
<b>6286 · AERATION CONSTRUCTION (Special Construction Funds)</b>						
Bill	03/20/2024		PayApplication4	GARDEN SPOT ELECTRIC	2003 · A...	57,451.00
Bill	03/20/2024		89761.ConstObsCorres&Comm	ENTECH ENGINEERING...	2003 · A...	7,526.80
Bill	03/20/2024		110224237-A.Construction Supp...	MILLER ENVIRONMENTAL	2003 · A...	1,262.35
Total 6286 · AERATION CONSTRUCTION (Special Construction Funds)						66,240.15
<b>TOTAL</b>						<b>66,240.15</b>



**Minutes of the 691<sup>st</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

April 22, 2024

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, April 16, at 7 p.m. 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 Chris Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 690<sup>th</sup> Minutes from the March meeting were approved with Garden Spot Pay Application number corrected.

**VISITORS:**

**CORRESPONDENCE**

BTMA Transmittal Form and Check for Aeration Project

PMAA Management Meeting Notices

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

K. Cherry motioned to approve payment of the month's bills, \$44,522.54, seconded by C. Madeira and passed unanimously.

Cyber Liability coverage has been added at a cost of \$1,810 per year.

Herbein + Co were in the first week of April to conduct their 2023 financial audit fieldwork.

**AERATION PROJECT / Payments from Special Construction:**

**Garden Spot Electric Pay Application #5 Final**

Payment Approval: \$13,913.74. C. Madeira motioned to approve payment, seconded by K. Cherry and passed unanimously.

**Entech Engineering Invoice #89976**

Payment Approval: C. Madeira motioned to approve payment to Entech of \$3,167.50, seconded by K. Cherry and passed unanimously.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly engineering report. There was brief discussion regarding the collection of surcharges and tapping fees. The LBA does not receive any portion of tapping fees paid to Ontelaunee because Ontelaunee has paid for its reserved capacity in the plant. Surcharges collected by Ontelaunee are passed on to the LBA.

**SOLICITOR**

C. Hartman discussed what he perceived to be the reasoning behind Bern's installment payment. The payment requested of Bern in February, 2024 was based on the Aeration Project total prior to pay applications submitted later that month and beyond. It was agreed that if the full amount requested in

February was not received by June 18, 2024 then 6% of the additional project expenditures will be added to their amount due.

C. Madeira motioned to have Entech close out Project 4641.014, the Aeration Project, as of April 2024, seconded by K. Cherry and passed unanimously. HD Miller will provide C. Hartman and the LBA final Blooming Glen and Entech invoice amounts through April by week end. K. Naja will provide C. Hartman with the financial table updated to include these final amounts.

C. Hartman discussed the Epting project and the need for the lowest defensible number for volume of sewage to minimize pressure in LBA's sewer line. Metropolitan Group must use a flow design number both the LBA and Ontelaunee approve of. There was some discussion of possible line improvements under Rt. 61.

#### **MILLER ENVIRONMENTAL REPORT**

C. Mease reviewed the monthly report. He is still working at communications regarding utility water pump issues. DEP is aware of the pump issues as it has been reported. Also he has had some issues with SBR2 decant weir being stuck partially open.

The meeting adjourned at 7:50. Next meeting May 21, 2024.

# LEESPORT AUTHORITY OPERATING EXPENDITURES

April 1 - 16, 2024

Date	Num	Memo	Account	Paid Amount
<b>COMCAST</b>				
04/16/2024		Business Internet 04/18-05/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
<b>CREATIVE PAYMENT SOLUTIONS</b>				
04/16/2024		SPA0143. 3/1-3/31arbox	6272 · Accounting /Bank Fees	25.40
Total CREATIVE PAYMENT SOLUTIONS				25.40
<b>ENTECH ENGINEERING, INC.</b>				
04/16/2024		90000.CH942023	6267 · Chapter 94 Report	4,000.00
04/16/2024		90012.GIS/BOROlambooke	6269 · GIS Project	1,210.00
04/16/2024		90011.Bern&OntAgrmntActivities	6263 · NPDES Permit & Parameters (W...	845.00
Total ENTECH ENGINEERING, INC.				6,055.00
<b>ENVIREP INC</b>				
04/16/2024		76255.AnnualSvc/InfluentPS/g...	6303 · Building & Equipment	1,388.80
Total ENVIREP INC				1,388.80
<b>FRONTIER</b>				
04/16/2024		610 926 2060	6395 · Telephone & Internet	229.08
Total FRONTIER				229.08
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
04/16/2024		5402.BERNcomms/ comm & M...	6271 · Legal Fees	450.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				450.00
<b>MILLER ENVIRONMENTAL</b>				
04/16/2024		110524240MAY	6100 · MILLER ENVIRONMENTAL (W...	26,369.36
04/16/2024		110524240.MainFee	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,202.69
<b>MYERS &amp; BELL INSURANCE</b>				
04/01/2024		3998.CYBER GBSCY0291080...	6182 · Liability Insurance	1,810.00
04/16/2024		2024.Liab 4/1/24-3/31/25 1of4	6182 · Liability Insurance	5,498.00
Total MYERS & BELL INSURANCE				7,308.00
<b>OFFICE BASICS INC</b>				
04/16/2024		Copypaper/Envelopes#10/Key...	6253 · Office Supplies & Equipment	327.32
Total OFFICE BASICS INC				327.32
<b>OFFICE SVCS KIM NAJA</b>				
04/16/2024		032024.Banking,BillPayments/...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
<b>SUBURBAN TESTING LABS</b>				
04/16/2024		P4000895.BODTestingFarners...	6060 · Test Sampling or Chemicals (Infl...	135.00
Total SUBURBAN TESTING LABS				135.00
<b>TOTAL</b>				<b>44,522.54</b>

<b>LEESPORT BOROUGH AUTHORITY</b>	<b>ACCOUNT SUMMARY</b>				
	Opening	Deposits	Interest	Disbursements	3/31/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,211.37		\$6.48		<b>\$11,217.85</b>
<b>Operating</b> 1.1%	\$425,879.48	\$110,366.25	\$286.91	(49,404.66)	<b>\$487,127.98</b>
<b>Sewer Receipts</b> 1.09%	\$155,664.53	\$71,236.46	\$96.36	(100,000.00)	<b>\$126,997.35</b>
<b>Payroll</b> 1.1%	\$1,508.31	\$0.00	\$0.77	(673.16)	<b>\$835.92</b>
<b>Maintenance Reserve</b> 0.03%	\$50,004.97		\$29.05		<b>\$50,034.02</b>
<b>PLGIT</b>	\$3,318.04		\$14.51		<b>\$3,332.55</b>
<b>Special Construction</b> 1.1%	\$159,358.69	\$0.00	\$254.82	(66,240.15)	<b>\$93,373.36</b>
			<b>LBA OPERATIONS TOTAL</b>		<b>\$839,294.53</b>
		<b>TOTAL INTEREST</b>	<b>\$688.90</b>	<b>GRAND TOTAL</b>	<b>\$932,667.89</b>

**Comments:**

Special Construction: Payment to Entech, Garden Spot Electric, Miller Environmental  
 Sewer Receipts: Transfer to Operating

<b>FDIC Insured CD's / FNC</b>	<b>Maturity</b>	<b>Earnings</b>
3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65%	\$75,000.00	Semi Annual Mar16 & Sep16
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	<b>\$84,748.86</b>	
	<b>\$159,748.86</b>	

**Minutes of the 692nd Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**May 23, 2024**

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

K. Cherry motioned to add the following item to the Agenda for approval: SBR1 Mixer Motor Failure on May 21, emergency purchase approval necessary, addition to Agenda seconded by C. Madeira and passed unanimously.

The 691<sup>st</sup> Minutes from the April meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

PA DEP	Ltr re: Acceptance of 2023 Chapter 94 Report
PA DEP	Ltr re: Satisfaction of CAP & Removal of Overload Status at WWTP
LBA	Ltr to Resident re: Concerns about Drop Box Access
Tompkins Bank	May Interest Payment Notice: \$20,760.53
PA DEP	Ltr re: NPDES Permit Renewal Application Due 11/1/24

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$5,108.85, seconded by K. Cherry and passed unanimously.

K. Naja asked the Board if there would be any objections to her contracting to have the office building power washed. No objections.

C. Madeira motioned to loan \$9,050.03 from the Maintenance Reserve account to the Special Construction Account to cover the final pay applications total of \$131,541.06 for the Aeration Project, seconded by R. Kohler and passed unanimously.

**AERATION PROJECT / Payments from Special Construction:**

**Blooming Glen Pay Application #006**

Payment Approval: \$127,405.34. K. Cherry motioned to approve payment, seconded by C. Madeira and passed unanimously.

**Entech Engineering Invoice #90304**

Payment Approval: R. Kohler motioned to approve payment to Entech of \$4,135.72, seconded by K. Cherry and passed unanimously.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly engineering report. The Corrective Action Plan has been satisfied. Entech was contacted by Ontelaunee's engineer regarding a request from Materion Corporation to discharge 1 lb of titanium during a trial run at their facility. Entech sees no problem, titanium is inert. D. Knoll asked if the trial run was successful would that mean they would be routinely releasing titanium. The answer to that question remains to be seen. C. Hartman felt it would be wise to provide Materion with a date window to run their trial.

Entech will plan to have a first draft of the LBA-formatted Bern agreement by next meeting.

Entech and Miller Environmental discussed the SBR1 Mixer motor failure. Replaced fuses in the bucket did not fix problem. Garden Spot visited the plant to evaluate the situation and found that 2 of 3 legs had a ground fault error and that the problem was most likely an issue with the motor. Aqua Aerobics can replace the motor for \$8,265.46, not counting freight. The old motor will be pulled and sent to Reading Electric under Aqua Aerobics warranty. C. Madeira motioned to approve the replacement motor purchase, including a new cable, and the necessary equipment needed to accomplish the work, seconded by R. Kohler and passed unanimously. Entech will call the DEP to make them aware.

### **SOLICITOR**

C. Hartman discussed how he should proceed with Bern. The LBA agreed that if the balance to what was requested in February, 2024 (\$92,593.06) was not received by June 18 that on June 19 he should send a letter and copy of the Complaint to be filed by LBA to Bern. R. Kohler noted that the payment required is due to the current intermunicipal agreement (all parties are operating under).

### **MILLER ENVIRONMENTAL REPORT**

C. Mease reviewed the monthly report. There have continued to be decant weir issues in both SBR's. Aqua Aerobics will be evaluating to see if possible cable issues are involved.

The meeting adjourned at 7:50. Next meeting June 18, 2024.

# LEESPORT AUTHORITY OPERATING EXPENDITURES

May 1 - 21, 2024

Date	Num	Memo	Account	Paid Amount
<b>COMCAST</b>				
05/21/2024		Business Internet 05/18-06/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
<b>CREATIVE PAYMENT SOLUTIONS</b>				
05/21/2024		SPA0144. 4/1-4/30arbox	6272 · Accounting /Bank Fees	31.00
Total CREATIVE PAYMENT SOLUTIONS				31.00
<b>Diversified Technology (services)</b>				
05/21/2024		23657.MAY24 SWR Bills	6244 · Sewer Billing	663.05
Total Diversified Technology (services)				663.05
<b>ENTECH ENGINEERING, INC.</b>				
05/21/2024		90011.IPPActivities	6268.1 · IPP/PMP (Collection System A...	815.00
Total ENTECH ENGINEERING, INC.				815.00
<b>FRONTIER</b>				
05/21/2024		610 926 2060	6395 · Telephone & Internet	227.62
Total FRONTIER				227.62
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
05/21/2024		5693.BERNcomms/IA's/ comm ...	6271 · Legal Fees	558.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				558.00
<b>INTUIT- Quick Books</b>				
05/21/2024		QuickbooksPlusAnnualSub	6259 · Dues,Rentals,Subscriptions	687.94
Total INTUIT- Quick Books				687.94
<b>LONGHORN LANDSCAPING</b>				
05/21/2024		0524.Invoice.MowingContract/...	6303 · Building & Equipment	150.00
Total LONGHORN LANDSCAPING				150.00
<b>OFFICE SVCS KIM NAJA</b>				
05/21/2024		042024.Banking,BillPayments/...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
<b>SUBURBAN TESTING LABS</b>				
05/21/2024		P4001159.BODTestingAmerico...	6060 · Test Sampling or Chemicals (Infl...	225.00
Total SUBURBAN TESTING LABS				225.00
<b>TOMPKINS VISA COMMUNITY C ARD</b>				
05/21/2024		LogMelnSub/SCADA-WWTP	6259 · Dues,Rentals,Subscriptions	349.99
Total TOMPKINS VISA COMMUNITY C ARD				349.99
<b>TOTAL</b>				<b>5,108.85</b>

**LEESPORT BOROUGH AUTHORITY                      ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	4/30/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,217.85		\$10.11		<b>\$11,227.96</b>
<b>Operating</b> 1.1%	\$487,127.98	\$150.00	\$427.29	(44,751.09)	<b>\$442,954.18</b>
<b>Sewer Receipts</b> 1.09%	\$126,997.35	\$22,139.07	\$123.01	(135.00)	<b>\$149,124.43</b>
<b>Payroll</b> 1.1%	\$835.92	\$600.00	\$1.08	(334.39)	<b>\$1,102.61</b>
<b>Maintenance Reserve</b> 1.1%	\$50,034.02		\$45.11		<b>\$50,079.13</b>
<b>PLGIT</b>	\$3,332.55		\$14.09		<b>\$3,346.64</b>
<b>Special Construction</b> 1.1%	\$93,373.36	\$46,000.00	\$198.91	(17,081.24)	<b>\$122,491.03</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$819,273.88</b>
		<b>TOTAL INTEREST</b>	<b>\$819.60</b>	<b>GRAND TOTAL</b>	<b>\$941,764.91</b>

**Comments:**

Special Construction: Payment to Entech, Garden Spot Electric  
 Sewer Receipts: bounced payment

**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
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$86,438.93	
	<b>\$161,438.93</b>	



**Minutes of the 693<sup>rd</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**June 25, 2024**

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

The 692<sup>nd</sup> Minutes from the May meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

SUMMIT VALLEY OUTDOOR SOLUTIONS	Estimate for Street Side Repair of lateral @ 409 Leesport Ave.,
Financial Northeastern	\$3,755.99
BTMA	CD Purchase Confirmation: Citibank 1YR 5.35% \$84,000
Delaware River Basin Commission	Aeration Project: Final Payment Received \$46,593.06
	Groundwater Withdrawal Project Review Leesport Boro Well System

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$84,020.76, seconded by R. Kohler and passed unanimously

Interest earned (\$190.37) on the May balance in the Special Construction fund was transferred to Maintenance Reserve as a partial repayment of the April transfer to cover final Aeration Project invoices. \$8,859.66 remains to be reimbursed to Maintenance Reserve.

C. Madeira motioned to reimburse Maintenance Reserve \$8,859.66 from the BTMA final payment, seconded by K. Cherry and passed unanimously.

C. Madeira motioned to reimburse the LBA Operations Account and Ontelaunee Township proportionately from the remainder of the BTMA final payment, seconded by R. Kohler and passed unanimously. A check will be issued to Ontelaunee and will close out the account for the Aeration Project.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly engineering report. Nothing to report on the Metropolitan project. The Borough reported the Plan Review is extended to September 18, 2024.

Materion's titanium trial did not cause any noticeable issues.

The homeowner at 409 Leesport Ave. had clogs removed from the lateral and at that time bellies in the line on each side of the cleanout were observed. H David consulted with Summit Valley Outdoor Solutions and they were able to add a small amount of slope to the lateral by boring into the manhole. The lateral as built was essentially flat. LBA will pay for the street side portion of the project.

Kline's will be out on June 21 to do the regular flushing of the Leesport Ave line.

K. Cherry motioned to approve Entech Work Order P240521, NPDES Permit Renewal, \$5,900, seconded by C. Madeira and passed unanimously.

## **SOLICITOR**

C. Hartman acknowledged receipt of Entech's BTMA Draft Agreement. Going forward he will be in communication with K. Naja to review/formalize the procedural portions of the Agreement before returning it to Entech for review.

## **MILLER ENVIRONMENTAL REPORT**

C. Mease reviewed the monthly report. The mixer motor will be replaced on June 20.

Four relays have been ordered from Aqua Aerobics to address the decant weir issues.

## **GENERAL**

The meeting adjourned at 7:55. Next meeting July 16, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

June 1 - 18, 2024

Date	Num	Memo	Account	Paid Amount
<b>AQUA-AEROBICS</b>				
06/18/2024		1042394.Mixer&AssocParts	6303 · Building & Equipment	8,801.23
06/18/2024		1042341.Mixer&AssocPartsPro...	6303 · Building & Equipment	56.04
06/18/2024		1042511.DecantWeirTroublesh...	6303 · Building & Equipment	1,750.00
Total AQUA-AEROBICS				10,607.27
<b>COMCAST</b>				
06/18/2024		Business Internet 06/18-07/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
<b>CREATIVE PAYMENT SOLUTIONS</b>				
06/18/2024		SPA0145. 5/1-5/31arbox	6272 · Accounting /Bank Fees	30.10
Total CREATIVE PAYMENT SOLUTIONS				30.10
<b>DIVERSIFIED TECHNOLOGY CORP</b>				
06/18/2024		23799.50%AnnualFees/LBA/B...	6259 · Dues,Rentals,Subscriptions	335.00
Total DIVERSIFIED TECHNOLOGY CORP				335.00
<b>ENTECH ENGINEERING, INC.</b>				
06/01/2024		90909.Mtgs, Comm	6264 · Operations & Assoc. Activities	440.00
06/01/2024		90910.ConstCerts/Doorhanger...	6264 · Operations & Assoc. Activities	1,527.50
06/01/2024		90911.Planning/BoroMappingR...	6268 · Collection System (Outside of W...	303.45
06/18/2024		91082.409LeesportAveStreetSi...	6268 · Collection System (Outside of W...	330.00
06/18/2024		91081.WWTPsbrMixer/mtgs/D...	6263 · NPDES Permit & Parameters (W...	1,455.00
06/18/2024		91080.Mapping/sewershutoffs	6268 · Collection System (Outside of W...	137.50
Total ENTECH ENGINEERING, INC.				4,193.45
<b>FRONTIER</b>				
06/18/2024		610 926 2060	6395 · Telephone & Internet	227.05
Total FRONTIER				227.05
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
06/18/2024		5943.DEPcomms/ comm & Mtgs	6271 · Legal Fees	569.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				569.00
<b>HAWK RIDGE PROFESSIONAL CLEANING</b>				
06/18/2024		24087.PowerWashOfficeBldg&...	6303 · Building & Equipment	1,250.00
Total HAWK RIDGE PROFESSIONAL CLEANING				1,250.00
<b>LEESPORT BORO</b>				
06/18/2024		20240306.24"Manhole Kits (10)	6309 · Collection Sys. Maint. Plan (Prev...	2,394.80
Total LEESPORT BORO				2,394.80
<b>LONGHORN LANDSCAPING</b>				
06/18/2024		0624.Invoice.MowingContract/...	6303 · Building & Equipment	225.00
Total LONGHORN LANDSCAPING				225.00
<b>MILLER ENVIRONMENTAL</b>				
06/18/2024		110624241.JUN	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
06/18/2024		110624241.MainFee	6102.a · OPScontractMaintFee (Monthly...	833.33
06/18/2024		110724242.JUL	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
06/18/2024		110724242.MainFee	6102.a · OPScontractMaintFee (Monthly...	833.33
06/18/2024		110524240-A.BODsampling	6060 · Test Sampling or Chemicals (Infl...	1,350.00
Total MILLER ENVIRONMENTAL				57,073.84

# LEESPORT AUTHORITY OPERATING EXPENDITURES

June 1 - 18, 2024

Date	Num	Memo	Account	Paid Amount
MYERS & BELL INSURANCE				
06/18/2024		2024.Liab 4/1/24-3/31/25 2of4	6182 · Liability Insurance	5,498.00
Total MYERS & BELL INSURANCE				5,498.00
OFFICE SVCS KIM NAJA				
06/18/2024		062024.MAYBanking,BillPCrea...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
US Postmaster				
06/18/2024		PO Box Renewal Fee /	6259 · Dues,Rentals,Subscriptions	216.00
Total US Postmaster				216.00
TOTAL				<u>84,020.76</u>

LEESPORT BOROUGH AUTHORITY	ACCOUNT SUMMARY				
	Opening	Deposits	Interest	Disbursements	5/31/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,227.96		\$10.46		<b>\$11,238.42</b>
<b>Operating</b> 1.1%	\$442,954.18	\$84,881.12	\$416.15	(5,157.61)	<b>\$523,093.84</b>
<b>Sewer Receipts</b> 1.09%	\$149,124.43	\$70,250.30	\$158.34	(93,760.53)	<b>\$125,772.54</b>
<b>Payroll</b> 1.1%	\$1,102.61		\$1.03		<b>\$1,103.64</b>
<b>Maintenance Reserve</b> 1.1%	\$50,079.13	\$687.94	\$43.92	(9,737.97)	<b>\$41,073.02</b>
<b>PLGIT</b>	\$3,346.64		\$14.62		<b>\$3,361.26</b>
<b>Special Construction</b> 1.1%	\$122,491.03	\$9,050.03	\$190.37	(131,541.06)	<b>\$190.37</b>
			<b>LBA OPERATIONS TOTAL</b>		<b>\$867,081.65</b>
		TOTAL INTEREST	\$834.89	<b>GRAND TOTAL</b>	<b>\$867,272.02</b>

**Comments:**

Special Construction: Payment to Entech,Blooming Glen  
 Sewer Receipts: Tompkins Bank Interest Payment, \$73,000 transfer to Operating  
 Maintenance Reserve: Loan to Special Construction \$9,050.03

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
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	<b>\$86,438.93</b>	
	<b>\$161,438.93</b>	

**Minutes of the 694<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**July 23, 2024**

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania, on Tuesday, July 16, at 7 p.m. The meeting was called to order by Chairman Duane Knoll. Board Members Ron Kohler, Kim Cherry and Cody Madeira were present. Support staff present were Engineer H. David Miller, Solicitor Chris Hartman, and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 693<sup>rd</sup> Minutes from the June meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

Miller Environmental	Maintenance Reconciliation 6/1/23-5/31/24
PMAA	Annual Conference Delegate Procedures & Future Leaders Scholarship
Miele Group/ARM Group LLC	Sewer Planning Module Exemption/Peach st & Ashley Way

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$51,873.20, seconded by K. Cherry and passed unanimously.

K. Naja discussed the 2023 Financial Report and Agreed Upon Procedures Report.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly engineering report. Entech is working on the NPDES renewal. They are also in touch with Aqua Aerobics regarding some kind of reimbursement for the mixer motor. Work is ongoing to formalize the planned televising of the collection system. Current video records are now 10 years old.

**SOLICITOR**

**BERN Draft Agreement:** C. Hartman presented a listing of items he needed clarification on regarding certain economic issues. A brief discussion of fixed vs. variable costs ensued. It was agreed a specific proportion for Bern allows for 'predictability' in budgeting, so 6% could be used for budgeting purposes and then actual flow proportion would be applied after the fact at year end during the financial reconciliation, which is the practice already employed except with 7.61% used for budgeting purposes. Historical data supports the 6% proportion.

**MILLER ENVIRONMENTAL**

C. Mease reviewed the monthly report. The plant is running ok. He is still waiting on the relay switches, which are scheduled to ship 7/19; the decanter issues continue. It appears solids are reduced but he

wants more time to evaluate that. The DEP found no violations during their recent inspection.

The mixer motor was lifted out and it was determined that the electric cover and cable were loose (as supplied by the manufacturer). The motor itself was fine. The motor in #2 was also checked and the electric cover and cable were found to be in the same loose condition.

### **GENERAL**

The meeting adjourned at 8:10. Next meeting August 20, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

July 2024

Date	Num	Memo	Account	Paid Amount
COMCAST				
07/16/2024		Business Internet 07/18-08/17	6395 · Telephone & Internet	401.25
Total COMCAST				401.25
CREATIVE PAYMENT SOLUTIONS				
07/16/2024		SPA0146. 6/1-6/30arbox	6272 · Accounting /Bank Fees	25.30
Total CREATIVE PAYMENT SOLUTIONS				25.30
ENTECH ENGINEERING, INC.				
07/16/2024		91416.IPPadmin	6263.3 · HeadworksAnalytics&IPP	330.00
07/16/2024		91769.LeesportAveFlushing	6401 · Collection System Maint. Plan	1,072.50
07/16/2024		91768.WWTPmixermotorTroub...	6264 · Operations & Assoc. Activities	1,887.50
Total ENTECH ENGINEERING, INC.				3,290.00
FRONTIER				
07/16/2024		610 926 2060	6395 · Telephone & Internet	226.95
Total FRONTIER				226.95
GARDEN SPOT ELECTRIC				
07/16/2024		12033.Labor/troubleshooting	6303 · Building & Equipment	339.00
Total GARDEN SPOT ELECTRIC				339.00
HARTMAN, VALERIANO, MAGOVERN & LUTZ				
07/16/2024		6276.Seidelcomm,IMAbern,Mtgs	6271 · Legal Fees	938.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				938.00
HERBEIN+ CO				
07/16/2024		222269.2023Audit&AUP/Progr...	6272 · Accounting /Bank Fees	10,500.00
Total HERBEIN+ CO				10,500.00
LONGHORN LANDSCAPING				
07/16/2024		0724.Invoice.MowingContract/J...	6303 · Building & Equipment	150.00
Total LONGHORN LANDSCAPING				150.00
MILLER ENVIRONMENTAL				
07/16/2024		110824243.AUG	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
07/16/2024		110824243.maintfee	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,861.92
OFFICE BASICS INC				
07/16/2024		HangingFolders&Pens	6253 · Office Supplies & Equipment	55.19
Total OFFICE BASICS INC				55.19
OFFICE SVCS KIM NAJA				
07/16/2024		072024.JuneBanking/MeetingP...	6255 · Office & Admin (Includes RR Re...	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
PA DEP Ch302 Annual Fee				
07/16/2024		Ch 302 Annual Svc Fee	6312 · NPDES FEES (Permit Annual)	100.00
Total PA DEP Ch302 Annual Fee				100.00



# LEESPORT AUTHORITY OPERATING EXPENDITURES

July 2024

Date	Num	Memo	Account	Paid Amount
SUBURBAN TESTING LABS				
07/16/2024		P4001613.BODTestingAmerico...	6060 · Test Sampling or Chemicals (Infl...	405.00
Total SUBURBAN TESTING LABS				405.00
SUMMIT VALLEY OUTDOOR SOLUTIONS				
07/16/2024		2624.409LeesportAve	6301 · Collection System	3,704.91
Total SUMMIT VALLEY OUTDOOR SOLUTIONS				3,704.91
TOMPKINS VISA COMMUNITY C ARD				
07/16/2024		200Forever Stamps	6252 · Postage	136.00
Total TOMPKINS VISA COMMUNITY C ARD				136.00
WIND RIVER ENVIRONMENTAL				
07/16/2024		6438114.LeesportAveFlushing	6301 · Collection System	1,750.02
07/16/2024		6438800.LeesportAveFlushing	6301 · Collection System	989.66
Total WIND RIVER ENVIRONMENTAL				2,739.68
TOTAL				<u>51,873.20</u>

LEESPORT BOROUGH AUTHORITY	ACCOUNT SUMMARY				
	Opening	Deposits	Interest	Disbursements	6/30/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,238.42		\$10.14		\$11,248.56
<b>Operating</b> 1.1%	\$523,093.84	\$73,647.98	\$497.87	(84,152.15)	\$513,087.54
<b>Sewer Receipts</b> 1.09%	\$125,772.54	\$65,726.51	\$153.77		\$191,652.82
<b>Payroll</b> 1.1%	\$1,103.64	\$1,000.00	\$1.58	(286.93)	\$1,818.29
<b>Maintenance Reserve</b> 1.1%	\$41,073.02	\$9,050.03	\$40.07		\$50,163.12
<b>PLGIT</b>	\$3,361.26		\$14.21		\$3,375.47
<b>Special Construction</b> 1.1%	\$190.37	\$46,593.06	\$25.09	(46,783.43)	\$25.09
				<b>LBA OPERATIONS TOTAL</b>	<b>\$933,488.52</b>
			<b>TOTAL INTEREST</b>	<b>\$742.73</b>	<b>GRAND TOTAL</b>
					<b>\$933,513.61</b>

**Comments:**

Special Construction: Reimbursement to LBA Operations & Ontelaunee  
 Maintenance Reserve: Reimbursement from Special Construction \$9,050.03

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
1yrCD: Citibank Natl 06/25/2025 5.35%	\$84,000.00	
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$3,142.72	
	<b>\$162,142.72</b>	

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

**August 26, 2024**

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

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

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

**CORRESPONDENCE**

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

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

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

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

**ENGINEER'S REPORT**

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

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

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

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

**SOLICITOR**

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

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

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

### MILLER ENVIRONMENTAL

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

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

### GENERAL

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

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

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

August 2024

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

10:06 AM

08/19/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

August 2024

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

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**LEESPORT BOROUGH AUTHORITY ACCOUNT SUMMARY**

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

**Comments:**

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

**Minutes of the 696<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**September 25, 2024**

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

The 695<sup>th</sup> Minutes from the August meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

Diversified Technology Ltr re: Programming Changes & Credit Card Processing Fee Increase  
Borough of Edinboro, PA Ltr re: Super Duty Crane Truck For Sale, 2012 Ford F-350

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

K. Cherry motioned to approve payment of the month's bills, \$42,248.33, seconded by C. Madeira and passed unanimously.

There was discussion about notifying credit card customers of the increase from \$3/transaction to 3% per transaction. A note will be included on the next sewer bill.

K. Naja presented the Draft 2025 Budget for review.

There was discussion of whether or not the LBA can purchase credit union CD's which are insured by the NCUA rather than the FDIC. C. Hartman was able to confirm that an Authority can purchase these. The only reason for the inquiry is that currently credit union CD's are paying a slightly higher interest rate over bank CD's.

There was also discussion about moving money back into the LBA's PLGIT accounts. K. Naja will look into the details of PLGIT current accounts and CD's.

K. Cherry is moving out of Leesport and therefore will be resigning from the LBA. D. Knoll thanked her for her service.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report. Brief discussion of the N Canal St line and some apparent compaction above it. The line is intact, but appears somewhat out of round.

Aqua Aerobics has put a reimbursement request through their accounting department to cover the Blooming Glen invoice to LBA noted last month for the mixer repair.



A preliminary walk-through was conducted at the WWTP. There is some serious corrosion in the wet well and on the catwalk support. Also clutter which needs to be removed. Further examination to follow, along with more detailed recommendations.

The McIntosh Farms II Phase 3 Exemption Application Mailer Certification Letter was signed off on by D. Knoll.

### **SOLICITOR**

**BERN Draft Agreement:** Entech is in agreement with the legal verbiage added regarding regulatory ordinances and enforcement. C. Madeira motioned to authorize C. Hartman to submit the draft to the BTM, seconded by R. Kohler and passed unanimously.

### **MILLER ENVIRONMENTAL**

C. Mease reviewed the monthly report. Lee Tree Service spent about four hours taking care of brush and tree limb removal. There is a 12 foot diameter around telephone lines which is the responsibility of the utility. C. Mease is awaiting the DEP inspection report from Adam Aponte.

### **GENERAL**

The meeting adjourned at 7:50. Next meeting October 15, 2024.

11:10 AM  
09/23/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

September 2024

Date	Num	Memo	Account	Paid Amount
09/17/2024		AQUAFLOW PUMP & SUPPLY CO Jones Stephens Vent/Cleanout...	6301 · Collection System	544.00
Total AQUAFLOW PUMP & SUPPLY CO				544.00
09/17/2024		COMCAST Business Internet 09/18-10/17	6395 · Telephone & Internet	401.27
Total COMCAST				401.27
09/17/2024		CREATIVE PAYMENT SOLUTIONS SPA0148. 8/1-8/31arbox	6272 · Accounting /Bank Fees	29.70
Total CREATIVE PAYMENT SOLUTIONS				29.70
09/17/2024		FRONTIER 610 926 2060	6395 · Telephone & Internet	229.16
Total FRONTIER				229.16
09/17/2024		HARTMAN, VALERIANO, MAGOVERN & LUTZ 6741.IMAbern,Mtgs	6271 · Legal Fees	1,458.50
09/23/2024		6741.IMAbern,Mtgs	6271 · Legal Fees	53.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				1,511.50
09/17/2024		LEE TREE CARE 2164.FallenTreeLimb& BrushR...	6303 · Building & Equipment	4,940.00
Total LEE TREE CARE				4,940.00
09/17/2024		MILLER ENVIRONMENTAL 111024245.OCT	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
09/17/2024		111024245.maint	6102.a · OPScontractMaintFee (Monthly...	833.33
Total MILLER ENVIRONMENTAL				27,861.92
09/17/2024		MYERS & BELL INSURANCE 2024.Liab 4/1/24-3/31/25 3of4	6182 · Liability Insurance	5,498.00
Total MYERS & BELL INSURANCE				5,498.00
09/17/2024		OFFICE BASICS INC HP 85 Toner Cartridges	6253 · Office Supplies & Equipment	142.78
Total OFFICE BASICS INC				142.78
09/17/2024		OFFICE SVCS KIM NAJA 092024.AUGBanking/MeetingP...	6290 · Administrative Contract Service	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
09/17/2024		SUBURBAN TESTING LABS P4002123.BODTestingPS4&7	6060 · Test Sampling or Chemicals (Infl...	90.00
Total SUBURBAN TESTING LABS				90.00
TOTAL				<u>42,248.33</u>

LEESPORT BOROUGH AUTHORITY	ACCOUNT SUMMARY				
	Opening	Deposits	Interest	Disbursements	8/31/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,259.04		\$10.49		<b>\$11,269.53</b>
<b>Operating</b> 1.1%	\$460,622.26	\$58,010.81	\$435.47	(41,854.45)	<b>\$477,214.09</b>
<b>Sewer Receipts</b> 1.09%	\$209,507.42	\$67,565.08	\$230.56	(291.81)	<b>\$277,011.25</b>
<b>Payroll</b> 1.1%	\$1,132.82		\$1.03	(24.63)	<b>\$1,109.22</b>
<b>Maintenance Reserve</b> 1.1%	\$50,209.86		\$46.78		<b>\$50,256.64</b>
<b>PLGIT</b>	\$3,390.18		\$14.74		<b>\$3,404.92</b>
<b>Special Construction</b> 1.1%	\$0.01				<b>\$0.01</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$982,408.37</b>
			<b>TOTAL INTEREST</b>	<b>\$739.07</b>	<b>GRAND TOTAL</b>
					<b>\$982,408.38</b>

**Comments:**

Sewer Receipts disbursement was a credit card adjustment to Water Dept, correction of posting error

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
1yrCD: Citibank Natl 06/25/2025 5.35%	\$84,000.00	
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$3,142.72	
	<b>\$162,142.72</b>	

**Minutes of the 697<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**October 18, 2024**

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

The 696<sup>th</sup> Minutes from the September meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

PA DEP	Inspection Report & Notice of Violation
FNC	Goldman Sachs CD Purchase 4.25% 2 YR \$25,000
	Empower FCU Syracuse, NY CD Purchase 4.2% 1 YR \$55,000
Miller Environmental	Copy of Ltr: Reply to DEP NOV
Jonathan Henne Property Svcs	2024-25 Snow Removal Agreement
PMAA	Fall Meetings Notice
BTMA	Ltr re: Request to Use 6% Allocation for 2023 AUP

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$39,046.53, seconded by R. Kohler and passed unanimously.

The Draft 2025 Budget was revised using 6% as the factor to account for BTMA's annual payment. The board discussed BTMA's letter requesting 6% (rather than 7.61%) be applied to the 2023 Agreed Upon Procedures calculation provided by Herbein + Co. Both board and solicitor felt applying 6% to 2023 was a stretch given it is the end of 2024 and the future intermunicipal agreement is still in draft form. The accountants base their audit on the signed agreement in place. The board agreed 7.61% remains the factor in use for the 2023 AUP. It was agreed that 6% can be used for the 2024 AUP calculation if a signed agreement is reached with respect to 2024.

K. Naja discussed LBA's two PLGIT accounts: both are liquid. PLGIT Reserve-Class restricts withdrawals to 2 per month. Both accounts have variable rates which are currently at 4.7 - 4.8%, Reserve-Class being slightly higher than Class. R. Kohler motioned to transfer \$200,000 from the Operating Account to PLGIT Reserve-Class, seconded by C. Madeira and passed unanimously.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report.

Entech will submit the NPDES renewal by the deadline of November 1.

H. David will be visiting Ontelaunee PS7 to check on the status of the E&H data logger which stopped recording data for export on July 23, 2024. This was discovered when C. Mease was there to download

third quarter flow readings a week or so ago.

### **SOLICITOR**

C. Hartman had nothing further to report this night.

### **MILLER ENVIRONMENTAL**

C. Mease reviewed the monthly report. The barrels stored in the mechanical building have been moved to the garage and he is in contact with Kelly Drum to schedule their further removal from the property. Christian detailed a Waste Management spill and clean up, call-out alarm issue associated with the land line and PLC failure associated with the influent pump. He is getting a quote for a new influent pump PLC as the current one (put into service from the shelf) consists of hardware no longer obtainable.

### **GENERAL**

The meeting adjourned at 7:50. Next meeting November 19, 2024.

# LEESPORT AUTHORITY

## OPERATING EXPENDITURES

October 2024

Date	Num	Memo	Account	Paid Amount
<b>COMCAST</b>				
10/15/2024		Business Internet 10/18-11/17	6395 · Telephone & Internet	401.27
Total COMCAST				401.27
<b>CREATIVE PAYMENT SOLUTIONS</b>				
10/15/2024		SPA0149. 9/1-9/30arbox	6272 · Accounting /Bank Fees	25.50
Total CREATIVE PAYMENT SOLUTIONS				25.50
<b>ENTECH ENGINEERING, INC.</b>				
10/15/2024		92741.LegalReviews/IA	6264 · Operations & Assoc. Activities	1,115.00
10/15/2024		92742.Mtg & Plant Assessment...	6264 · Operations & Assoc. Activities	247.50
10/15/2024		92743.VariousCollSysIssues	6401 · Collection System Maint. Plan	990.00
10/15/2024		92913.PermitRenewal	6263 · NPDES Permit & Parameters (W...	2,110.00
10/15/2024		93094.I&lactivities	6401 · Collection System Maint. Plan	617.50
10/15/2024		93093.PermitRenewalcomm	6263 · NPDES Permit & Parameters (W...	385.00
10/15/2024		93092.Mtgs, Comm, WWTP re...	6264 · Operations & Assoc. Activities	1,237.50
Total ENTECH ENGINEERING, INC.				6,702.50
<b>FRONTIER</b>				
10/15/2024		610 926 2060	6395 · Telephone & Internet	228.34
Total FRONTIER				228.34
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
10/15/2024		7077.IMAbern,Mtgs	6271 · Legal Fees	522.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				522.00
<b>LONGHORN LANDSCAPING</b>				
10/15/2024		0924.Invoice.MowingContract/J...	6303 · Building & Equipment	150.00
Total LONGHORN LANDSCAPING				150.00
<b>MILLER ENVIRONMENTAL</b>				
10/15/2024		111124246.NOV	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
10/15/2024		111124246.maint	6102.a · OPScontractMaintFee (Monthly...	833.33
10/15/2024		110924244-A..2ndQ24BODsa...	6060 · Test Sampling or Chemicals (Infl...	1,350.00
Total MILLER ENVIRONMENTAL				29,211.92
<b>OFFICE SVCS KIM NAJA</b>				
10/15/2024		102024.SEPBanking/MeetingP...	6290 · Administrative Contract Service	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
<b>SUBURBAN TESTING LABS</b>				
10/15/2024		P4002411.BODTestingAmerico...	6060 · Test Sampling or Chemicals (Infl...	270.00
10/15/2024		P4002411.NPDESpermitrenew...	6311 · NPDES TESTING (Permit Requir...	462.00
Total SUBURBAN TESTING LABS				732.00
<b>TOMPKINS VISA COMMUNITY C ARD</b>				
10/15/2024		100Forever Stamps	6252 · Postage	73.00
Total TOMPKINS VISA COMMUNITY C ARD				73.00
<b>TOTAL</b>				<b>39,046.53</b>

**LEESPORT BOROUGH AUTHORITY****ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	9/30/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,269.53		\$9.97		<b>\$11,279.50</b>
<b>Operating</b> 1.1%	\$477,214.09	\$36,567.50	\$443.72	(43,318.63)	<b>\$470,906.68</b>
<b>Sewer Receipts</b> 1.09%	\$277,011.25	\$66,966.79	\$288.83	(302.94)	<b>\$343,963.93</b>
<b>Payroll</b> 1.1%	\$1,109.22	\$1,100.00	\$1.41	(286.93)	<b>\$1,923.70</b>
<b>Maintenance Reserve</b> 1.1%	\$50,256.64		\$45.18		<b>\$50,301.82</b>
<b>PLGIT</b>	\$3,404.92		\$13.98		<b>\$3,418.90</b>
<b>Special Construction</b> 1.1%	\$0.01				<b>\$0.01</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$1,044,348.17</b>
		<b>TOTAL INTEREST</b>	<b>\$803.09</b>	<b>GRAND TOTAL</b>	<b>\$1,044,348.18</b>

**Comments:**

Sewer Receipts disbursement was a check returned for NSF

**FDIC Insured CD's / FNC**

	Maturity	Earnings
2yr CD: Goldman Sachs Bnk 07/03/26 4.25%	\$23,210.00	\$25,000.00
1yrCD: Citibank Natl Bnk 06/25/2025 5.35%	\$84,000.00	
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$55,343.64	
	<b>\$162,553.64</b>	

**Minutes of the 698<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**November 25, 2024**

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

The 697<sup>th</sup> Minutes from the October meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

Entech	LSA Grant Application Work Order, \$4,500
LBA	Ltr to BTMA re: Affirmation of Herbein+Co 2023 AUP Rate
BTMA	Ltr: Reply to LBA Letter & Accompanying 2023 AUP Payment
Tompkins Bank	November Principal 7 Interest Payment: \$223,864.97
KML Law	268 Main St Mortgage Foreclosure Dec. 6, 2024
PMAA	Meeting Notices & Review
acela Architects & Engineers	Promotional Letter

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

C. Madeira motioned to approve payment of the month's bills, \$41,438.37, seconded by R. Kohler and passed unanimously.

D. Knoll motioned to approve the 2025 Budget, seconded by C. Madeira and passed unanimously. This budget reflects income responsibilities of 6% from BTMA and 51.61% from LBA. Ontelaunee remains at 42.39%.

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report.

The NPDES renewal application is awaiting the results of the wet sample PCB testing for 2024.

R. Kohler motioned to approve Entech work order 240767 covering the 2024 State-Wide Local Share Account (LSA) Grant, seconded by C. Madeira and passed unanimously.

C. Madeira motioned to approve Resolution 24-1 authorizing D. Knoll and K. Naja as signatories on LSA Grant documents, seconded by R. Kohler and passed unanimously.

**SOLICITOR**

C. Hartman is awaiting a response from the BTMA solicitor regarding the LBA draft agreement. BTMA intends to be reviewing this at their November 21 meeting.



There was a clarification regarding the recent McIntosh Sewer Planning Module Exemption Certification form. Protocol on this form shows “receive” crossed out to highlight “treat” in reference to flow into the wastewater treatment plant. The fact that “receive” is crossed out does not reflect any problem.

#### MILLER ENVIRONMENTAL

C. Mease reviewed the monthly report.

Communications still going on with Kelly Drum to schedule removal of the 80 plus drums in the garage.

#### GENERAL

The meeting adjourned at 7:50. Next meeting December 17, 2024.

# LEESPORT AUTHORITY OPERATING EXPENDITURES

November 2024

Date	Num	Memo	Account	Paid Amount
<b>COMCAST</b>				
11/19/2024		Business Internet 11/18-12/17	6395 · Telephone & Internet	401.24
Total COMCAST				401.24
<b>CREATIVE PAYMENT SOLUTIONS</b>				
11/01/2024		SPA0150. 10/1-10/31arboxPLU...	6272 · Accounting /Bank Fees	61.10
Total CREATIVE PAYMENT SOLUTIONS				61.10
<b>Diversified Technology (services)</b>				
11/19/2024		24541.NOV24 SWR Bills	6244 · Sewer Billing	663.05
Total Diversified Technology (services)				663.05
<b>ENTECH ENGINEERING, INC.</b>				
11/19/2024		93396.NPDESrenewal	6263 · NPDES Permit & Parameters (W...	1,220.00
11/19/2024		93739.McIntoshDevActivities	6258 · Ontelaunee Activities (IPP activit...	495.00
11/19/2024		93740.PCB's/SOactivities	6263 · NPDES Permit & Parameters (W...	1,320.00
11/19/2024		93741.GISMaintReview	6401 · Collection System Maint. Plan	742.50
Total ENTECH ENGINEERING, INC.				3,777.50
<b>FRONTIER</b>				
11/19/2024		610 926 2060	6395 · Telephone & Internet	229.88
Total FRONTIER				229.88
<b>HARTMAN, VALERIANO, MAGOVERN &amp; LUTZ</b>				
11/19/2024		7230.IMAbern,Mtgs,BudgetDisc	6271 · Legal Fees	432.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				432.00
<b>MILLER ENVIRONMENTAL</b>				
11/19/2024		111224247.DEC	6100 · MILLER ENVIRONMENTAL (W...	27,028.59
11/19/2024		111224247.MaintFee	6102.a · OPScontractMaintFee (Monthly...	833.33
11/19/2024		111024245-A.PCBdryTesting2...	6311 · NPDES TESTING (Permit Requir...	3,750.00
Total MILLER ENVIRONMENTAL				31,611.92
<b>OFFICE BASICS INC</b>				
11/19/2024		CopyPrintrPaper	6253 · Office Supplies & Equipment	81.93
Total OFFICE BASICS INC				81.93
<b>OFFICE SVCS KIM NAJA</b>				
11/19/2024		112024.OCTBanking/MeetingP...	6290 · Administrative Contract Service	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
<b>SCHLEGEL TAX SERVICES</b>				
11/19/2024		1091.Q1-Q3Payroll,TaxReturns	6666 · Payroll,Taxes,Benefits	450.00
Total SCHLEGEL TAX SERVICES				450.00
<b>SOS Business Machines Inc</b>				
11/19/2024		INV57606.WWTP CanoniRadv...	6253 · Office Supplies & Equipment	2,000.00
Total SOS Business Machines Inc				2,000.00
<b>SUBURBAN TESTING LABS</b>				
11/19/2024		P4002654.BODTestingFarmers...	6060 · Test Sampling or Chemicals (Infl...	90.00
Total SUBURBAN TESTING LABS				90.00
<b>WG MALDEN</b>				

11:52 AM

11/18/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

November 2024

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<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
11/19/2024		23610.PSmeterCalibrations	6210 · OTMA/BTMA Meter Maintenance...	639.75
		Total WG MALDEN		639.75
TOTAL				<u>41,438.37</u>

**LEESPORT BOROUGH AUTHORITY****ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	10/31/24
<b>Debt Service Reserve</b> 1.1%(GOVT.Savings)	\$11,279.50		\$9.56		<b>\$11,289.06</b>
<b>Operating</b> 1.1%	\$470,906.68	\$4,170.00	\$306.81	(239,102.73)	<b>\$236,280.76</b>
<b>Sewer Receipts</b> 1.09%	\$343,963.93	\$25,831.65	\$303.92		<b>\$370,099.50</b>
<b>Payroll</b> 1.1%	\$1,923.70		\$1.27	(720.62)	<b>\$1,204.35</b>
<b>Maintenance Reserve</b> 1.1%	\$50,301.82		\$42.60		<b>\$50,344.42</b>
<b>PLGIT</b>	\$3,418.90	\$200,000.00	\$410.65		<b>\$203,829.55</b>
<b>Special Construction</b> 1.1%	\$0.01				<b>\$0.01</b>
				<b>LBA OPERATIONS TOTAL</b>	<b>\$1,035,665.04</b>
			<b>TOTAL INTEREST</b>	<b>\$1,074.81</b>	<b>GRAND TOTAL</b>
					<b>\$1,035,665.05</b>

**Comments:**

\$200,000 transferred from Operating to PLGIT

**FDIC Insured CD's / FNC**

		Maturity	Earnings
1yr CD: Empower FCU 10/07/24 4.2%	\$55,000.00		
2yr CD: Goldman Sachs Bnk 07/03/26 4.25%	\$23,210.00	\$25,000.00	
1yrCD: Citibank Natl Bnk 06/25/2025 5.35%	\$84,000.00		
<b>DREYFUS MM HOLDING ACCOUNT CD Earnings</b>	\$407.40		
	<b>\$162,617.40</b>		

**Minutes of the 699<sup>th</sup> Meeting  
of the Board of the  
LEESPORT BOROUGH AUTHORITY**

**December 31, 2024**

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

The 698<sup>th</sup> Minutes from the November meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

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

**MUNICIPALITY REPORTS**

**Leesport Borough & Borough Authority**

The 2025 LBA appointments are as follows:

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

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

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

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

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

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

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

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

**ENGINEER'S REPORT**

H.D. Miller reviewed the monthly report.

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

work).

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

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

### **SOLICITOR**

No word from BTMA regarding the draft agreement.

### **MILLER ENVIRONMENTAL**

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

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

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

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

### **GENERAL**

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

10:53 AM  
12/16/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

December 2024

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

10:53 AM  
12/16/24

# LEESPORT AUTHORITY OPERATING EXPENDITURES

December 2024

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



## LEESPORT BOROUGH AUTHORITY

## ACCOUNT SUMMARY

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

## Comments:

\$100,000 transferred to Operating from Sewer Receipts

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

## FDIC Insured CD's / FNC

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