

**Minutes of the 698th 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 697th 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
COMCAST				
11/19/2024		Business Internet 11/18-12/17	6395 · Telephone & Internet	401.24
Total COMCAST				401.24
CREATIVE PAYMENT SOLUTIONS				
11/01/2024		SPA0150. 10/1-10/31arboxPLU...	6272 · Accounting /Bank Fees	61.10
Total CREATIVE PAYMENT SOLUTIONS				61.10
Diversified Technology (services)				
11/19/2024		24541.NOV24 SWR Bills	6244 · Sewer Billing	663.05
Total Diversified Technology (services)				663.05
ENTECH ENGINEERING, INC.				
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
FRONTIER				
11/19/2024		610 926 2060	6395 · Telephone & Internet	229.88
Total FRONTIER				229.88
HARTMAN, VALERIANO, MAGOVERN & LUTZ				
11/19/2024		7230.IMAbern,Mtgs,BudgetDisc	6271 · Legal Fees	432.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ				432.00
MILLER ENVIRONMENTAL				
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
OFFICE BASICS INC				
11/19/2024		CopyPrintrPaper	6253 · Office Supplies & Equipment	81.93
Total OFFICE BASICS INC				81.93
OFFICE SVCS KIM NAJA				
11/19/2024		112024.OCTBanking/MeetingP...	6290 · Administrative Contract Service	1,000.00
Total OFFICE SVCS KIM NAJA				1,000.00
SCHLEGEL TAX SERVICES				
11/19/2024		1091.Q1-Q3Payroll,TaxReturns	6666 · Payroll,Taxes,Benefits	450.00
Total SCHLEGEL TAX SERVICES				450.00
SOS Business Machines Inc				
11/19/2024		INV57606.WWTP CanoniRadv...	6253 · Office Supplies & Equipment	2,000.00
Total SOS Business Machines Inc				2,000.00
SUBURBAN TESTING LABS				
11/19/2024		P4002654.BODTestingFarmers...	6060 · Test Sampling or Chemicals (Infl...	90.00
Total SUBURBAN TESTING LABS				90.00
WG MALDEN				

11:52 AM

11/18/24

LEESPORT AUTHORITY OPERATING EXPENDITURES

November 2024

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

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	
DREYFUS MM HOLDING ACCOUNT CD Earnings	\$407.40	
	\$162,617.40	