

**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>	