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-though 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 ENVIRONMENT AL

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

CREATIVE PAYMENT SOLUTIONS         6272 · Accounting /Bank Fees         29.70           Og/17/2024         SPA0148. 8/1-8/31arbox         6272 · Accounting /Bank Fees         29.70           Total CREATIVE PAYMENT SOLUTIONS         29.70         29.70           FRONTIER         610 926 2060         6395 · Telephone & Internet         229.16           Total FRONTIER         229.16         229.16           HARTMAN, VALERIANO, MAGOVERN & LUTZ         229.16           09/17/2024         6741.IMAbern,Mtgs         6271 · Legal Fees         1.458.50           09/17/2024         6741.IMAbern,Mtgs         6271 · Legal Fees         1.458.50           09/17/2024         6741.IMAbern,Mtgs         6271 · Legal Fees         1.511.50           LEE TREE CARE         6303 · Building & Equipment         4.940.00           MILLER ENVIRONMENTAL         6100 · MILLER ENVIRONMENTAL         27.028.55           09/17/2024         111024245.0CT         6100 · MILLER ENVIRONMENTAL         27.861.92           09/17/2024         111024245.0CT         6100 · MILLER ENVIRONMENTAL         27.861.92           09/17/2024         111024245.0CT         6102 · Liability Insurance         5.498.00           09/17/2024         111024245.301/25 3of4         6182 · Liability Insurance         5.498.00 <t< th=""><th></th><th>Date</th><th>Num</th><th>Memo</th><th>Account</th><th>Paid Amount</th></t<>		Date	Num	Memo	Account	Paid Amount
Total Action Edvir Polinin & GUT ET GU         401.27           CCMCAST         401.27           Og/17/2024         Business Internet 09/18-10/17         6395 · Telephone & Internet         401.27           Total COMCAST         401.27           CREATIVE PAYMENT SOLUTIONS         6272 · Accounting /Bank Fees         29.70           Og/17/2024         SPA0148. 8/1-8/31 arbox         6272 · Accounting /Bank Fees         29.70           FRONTIER         229.16         229.16         229.16           Total CREATIVE PAYMENT SOLUTIONS         229.16         229.16           FRONTIER         229.16         229.16           Total FRONTIER         229.16         229.16           HARTMAN, VALERIANO, MAGOVERN & LUTZ         6271 · Legal Fees         1.468.65           09/17/2024         6741.IMAbern Mtgs         6271 · Legal Fees         1.468.65           09/17/2024         6744.IMAGOVERN & LUTZ         1.511.50         1.511.50           LEE TREE CARE         6303 · Building & Equipment         4.940.00           MILLER ENVIRONMENTAL         27.028.50         69/17/2024         111024245.00CT         6100 · MILLER ENVIRONMENTAL (W         27.028.50           09/17/2024         111024245.00CT         6100 · MILLER ENVIRONMENTAL (W         27.028.50         629.72.6	09		PUMP & SUI	PPLY CO Jones Stephens Vent/Cleanout	6301 · Collection System	544.00
09/17/2024         Business Internet 09/18-10/17         6395 · Telephone & Internet         401.27           Total COMCAST         401.27           CREATIVE PAYMENT SOLUTIONS         6272 · Accounting /Bank Fees         29.70           Og/17/2024         SPA0148. 8/1-8/31arbox         6272 · Accounting /Bank Fees         29.70           FRONTIER         229.70         29.70           Og/17/2024         610 926 2060         6395 · Telephone & Internet         229.70           FRONTIER         229.16         229.16         229.16           HARTMAN, VALERIANO, MAGOVERN & LUTZ         09/17/2024         6741.1MAbern,Mtgs         6271 · Legal Fees         1.458.50           09/17/2024         6741.1MAbern,Mtgs         6271 · Legal Fees         1.458.50         53.00           Og/17/2024         11024245.0CT         6100 · MILLER ENVIRONMENTAL         4.940.00         4.940.00           Og/17/2024         111024245.0CT         6100 · MILLER ENVIRONMENTAL         27.86		Total AQUAFL		& SUPPLY CO		544.00
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09/17/2024         610 926 2060         6395 - Telephone & Internet         229.16           Total FRONTIER         229.16           HARTMAN, VALERIANO, MAGOVERN & LUTZ         229.16           09/17/2024         6741.IMAbern,Mtgs         6271 - Legal Fees         1,458.50           09/23/2024         6741.IMAbern,Mtgs         6271 - Legal Fees         1,511.50           LEE TREE CARE         09/23/2024         6741.IMAbern,Mtgs         6271 - Legal Fees         53.00           09/17/2024         2164.FallenTreeLimb& BrushR         6303 - Building & Equipment         4,940.00           MILLER ENVIRONMENTAL         6303 - Building & Equipment         4,940.00           09/17/2024         2164.FallenTreeLimb& BrushR         6303 - Building & Equipment         4,940.00           09/17/2024         2164.FallenTreeLimb& BrushR         6303 - Building & Equipment         4,940.00           09/17/2024         11024245.OCT         6100 - MILLER ENVIRONMENTAL (W         27.028.56           09/17/2024         111024245.maint         6102.a - OPScontractMaintFee (Monthly         833.33           Total MILER ENVIRONMENTAL         27.861.92         6182 - Liability Insurance         5,498.00           09/17/2024         2024.Liab 4/1/24-3/31/25 3of4         6182 - Liability Insurance         5,498.00		Total CREATI	VE PAYMEN	IT SOLUTIONS		29.70
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	0		TESTING LA		6060 · Test Sampling or Chemicals (Infl	90.00
TOTAL 42,248.33		Total SUBUR	BAN TESTI	NG LABS		90.00
	т	OTAL				42,248.33

#### LEESPORT BOROUGH AUTHORITY

ACCOUNT SUMMARY

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

## 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		
DREYFUS MM HOLDING ACCOUNT CD Earnings	\$3,142.72		
	\$162,142.72		_