

**Minutes of the 672nd Meeting
Of the Board of the
LEESPORT BOROUGH AUTHORITY**

September 20, 2022

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

The 671st Minutes from the July meeting were approved as written. There was no meeting in August.

VISITORS:

CORRESPONDENCE

PA DEP	2021 Ch 94 Acceptance Letter
Herbein + Co	Operations Review Letter
Herbein + Co	Financial Report Responsibilities Letter
LBA	Ltr to Ontelaunee re: 2021 Agreed Upon Procedures Amount Owed
LBA	Ltr to BTMA re: 2021 Agreed Upon Procedures Amount Owed
Entech	Work Order 4614-EWO-12272 Aeration Services During Construction

MUNICIPALITY REPORTS

Leesport Borough & Borough Authority

K. Cherry motioned to affirm the payment of the August bills, \$61,053.51, seconded by C. Madeira. The motion carried unanimously. Included in the August bills were the invoices covering 50% of the water meter replacement costs: \$20,278 to Exeter Supply and \$6,615.50 to T.A. Duffey.

C. Madeira motioned to approve payment of the September bills, \$35,446.22, seconded by K. Cherry. The motion carried unanimously.

K. Naja reported that she had the 2023 Draft Budget ready but had just received word that the LBA would be receiving a sizeable refund of some of its Flood Insurance premiums. This information was gleaned by Myers and Bell Insurance who had received cancellation notices on two of the policies. It turns out portions of the wwtp property have been reclassified and new flood policies were issued resulting in the money savings. Because the Flood Insurance makes up a large portion of the insurance budget it makes sense to see this refund before budgeting for 2023. The Draft Budget will be provided at the October meeting.

Bern TWP Report

No word regarding Stonehedge.

Ontelaunee TWP Report

No report.

ENGINEER'S REPORT

H.D. Miller reviewed the engineering report.

The PMP (Pollution Minimization Program) report will be completed and submitted to DEP by September 30.

Aeration Project: contractors have executed contract documents. Work Order 4614-EWO-12272, \$94,500 projected, covering services during construction and temporary treatment coordination, was reviewed. C. Madeira motioned to accept the proposal and estimate, seconded by K. Cherry. The motion carried unanimously.

C. Mease asked if various hardware components were included in the estimate related to the anticipated chemicals to be used during the temporary treatment. H.D.: uncertain at this point in time.

MILLER ENVIRONMENTAL REPORT

C. Mease reviewed the monthly report.

Things are running smoothly. SCADA battery/surge protector was replaced due to failure.

SOLICITOR

P. Essig was not in attendance this night.

GENERAL

The meeting adjourned at 7:18. The next meeting is October 20, 2022.

LEESPORT AUTHORITY

BILLS

September 2022

Type	Date	Num	Memo	Original Amount	Paid Amount
COMCAST					
Bill	09/15/2022		Business Internet 9/18-10/17	367.99	367.99
Total COMCAST					367.99
CREATIVE PAYMENT SOLUTIONS					
Bill	09/15/2022		LSPA0124. 8/1-8/31arbox	25.00	25.00
Total CREATIVE PAYMENT SOLUTIONS					25.00
ENTECH ENGINEERING, INC.					
Bill	09/15/2022		80697.wwtprelated	675.00	675.00
Bill	09/15/2022		80697.CollSys	150.00	150.00
Bill	09/15/2022		80683.PMPadmin	80.00	80.00
Total ENTECH ENGINEERING, INC.					905.00
FRONTIER					
Bill	09/15/2022		610 926 2060	191.21	191.21
Total FRONTIER					191.21
HERBEIN+ CO					
Bill	09/15/2022		197963.2021Audit&AUPFinalBi...	3,950.00	3,950.00
Total HERBEIN+ CO					3,950.00
Lash Tax Service					
Bill	09/15/2022		2632.2ndQ22	135.00	135.00
Total Lash Tax Service					135.00
LONGHORN LANDSCAPING					
Bill	09/15/2022		0822.Invoice.MowingContract	150.00	150.00
Total LONGHORN LANDSCAPING					150.00
MILLER ENVIRONMENTAL					
Bill	09/15/2022		111022221.OCT	23,218.60	23,218.60
Bill	09/15/2022		111022221.maintfee	833.33	833.33
Total MILLER ENVIRONMENTAL					24,051.93
MYERS & BELL INSURANCE					
Bill	09/15/2022		3 of 4 installments	5,111.00	5,111.00
Total MYERS & BELL INSURANCE					5,111.00
OFFICE BASICS INC					
Bill	09/15/2022		Toner Cartridges & Folder/Poc...	144.77	144.77
Total OFFICE BASICS INC					144.77
TOMPKINS VISA COMMUNITY C ARD					
Bill	09/15/2022		BankChecks&QBEnvelopes	414.32	414.32
Total TOMPKINS VISA COMMUNITY C ARD					414.32
TOTAL					35,446.22

LEESPORT BOROUGH AUTHORITY**ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	8/31/22
Debt Service Reserve 0.02%(GOVT.Savings)	\$9,198.00		\$0.15		\$9,198.15
Operating 0.04%	\$378,061.91	\$9,227.50	\$12.29	(61,203.51)	\$326,098.19
Sewer Receipts 0.034%	\$123,498.65	\$61,275.85	\$4.84		\$184,779.34
Payroll 0.02%	\$1,623.86		\$0.02	(414.64)	\$1,209.24
Maintenance Reserve 0.03%	\$50,006.29		\$1.28		\$50,007.57
PLGIT	\$3,095.04		\$5.17		\$3,100.21
Special Construction 0.04%	\$1,536,133.92		\$52.19		\$1,536,186.11
				LBA OPERATIONS TOTAL	\$730,718.26
			TOTAL INTEREST	\$75.94	GRAND TOTAL
					\$2,266,904.37

Comments:**FDIC Insured CD's / FNC**

		Maturity	Earnings
3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65%	\$75,000.00		Semi Annual Mar16 & Sep16
30 Mo CD HSBC BANK 09/29/2023 0.5%	\$59,700.00	\$60,000.00	
11 Mo CD HSBC BANK 06/29/2023 3.0%	\$19,650.00	\$20,000.00	
DREYFUS MM HOLDING ACCOUNT CD Earnings	\$1,975.56		
	\$156,325.56		