

NORTHAMPTON BOROUGH MUNICIPAL AUTHORITY
M I N U T E S

Northampton, PA – August 12, 2025

The Board of Northampton Borough Municipal Authority called for an executive session beginning 4:00 p.m. reconvened at 5:13 p.m.

Attorney Dave Steckel, Fitzpatrick Lentz & Bubba, PC, attended meeting and withdrew from the meeting at 5:13 p.m.

The regular monthly meeting of the Board of the Northampton Borough Municipal Authority (NBMA) was held at 5:13 p.m. on August 12, 2025 in the NBMA Edward D. Hozza, Sr., Board Room, 1 Clear Springs Drive, Northampton, PA. Chairman Deily, Vice Chairman Glassic and Board Members Haldeman and Hucaluk were present. Also, in attendance were, Mr. Stephen Kerbacher, General Manager, Mrs. Lori Schwartz, Treasurer/ Comptroller and Mr. Scott Steirer, Attorney Dave Steckel was also in attendance. Board Member Lopsonzski entered meeting at 5:21p.m.

Pledge of Allegiance to the American Flag.

Upon motion by Mr. Glassic and Mrs. Hucaluk, the Board approved the minutes of the monthly meeting held July 8, 2025 and July 2025 Cash Vouchers.

Chairman's Report:

Dinner meeting with Borough of Northampton – Northampton Banquet and Event Center will be held on Wednesday, October 22, 2025.

TREASURER/COMPTROLLER REPORT:

The Treasurer/Comptroller presented the following invoices for approval:

The Gannett Fleming, Inc.–Invoices covering July 2025 services, see below:

Gannett Fleming, Inc. (GFI) dated July 31, 2025, for professional services rendered through July 25, 2025. Engineering Services – Asset Management Program
Services – AMP Asset Management Program - Total due this invoice \$6,168.25.

N.B.M.A. Minutes – August 12, 2025 – Page 2

Gannett Fleming, Inc. (GFI) dated July 31, 2025, for professional services rendered through July 25, 2025. Assist NBMA with Cementon Tank No.2 and Tank No. 1. Project, including Preliminary Investigations, Final Designs, Permitting, Pennvest, Bid Phase and Construction Phase Services. Cementon Tanks Project. Total due this invoice \$30,364.06.

Gannett Fleming, Inc. (GFI) dated July 31, 2025, for professional services rendered through July 25, 2025. Provide general engineering services related to NBMA water system facilities and operations including meeting attendance, consulting advice, SDWA compliance, main extensions and replacements. Trust Indenture requirements, etc. 2025 General Consulting Services. Total due this invoice \$413.04.

Total invoices \$36,945.35.

Upon recommendation of Mr. Martin Hozza and Mr. Stephen Kerbacher, the Board, upon motion by Mr. Glassic and Mrs. Hucaluk, the Board approved the invoices dated July 31, 2025 from Gannett Fleming, Inc. in the total amount of \$36,945.35.

The Treasurer/Comptroller presented the invoice from Pierce & Steirer, LLC – Invoice dated August 5, 2025 for professional services rendered for the month of July 2025 in the amount of \$2,405.00. Total year to date \$15,070.91. (Legal Union Representation– July 2025- \$1,430.00 - Total to date \$8,622.50).

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board unanimously approved the invoice from Pierce & Steirer, LLC dated July 7, 2025 for professional services rendered for the month of June 2025 in the amount of \$4,120.00.

Fitzpatrick Lentz & Bubba, PC – (Dave Steckel) (New as of December 2024) Attorney at Law – Labor Negotiations/ General Labor and Employment Matters – invoice dated July 18, 2025, for professional services rendered through June 30, 2025 is \$4,890.00. Total to date \$28,121.20.

Upon motion by Mr. Glassic and Mrs. Hucaluk, the Board unanimously approved the invoice from Fitzpatrick Lentz & Bubba, PC dated July 18, 2025 for professional services rendered from the month of June 2025 in the amount of \$4,890.00.

N.B.M.A. Minutes – August 12, 2025 – Page 3

Total to date Labor Law Attorney – (Union)
(Flamm Walton Heimbach- retired) Total to date 2024-2025- \$5,586.00.
Fitzpatrick Lentz & Bubba - Total to date – \$28,121.20
Pierce & Steirer, LLC – Total to date \$8,622.50
Total to date for all union representation – \$40,902.70.

The Treasurer/Comptroller inquired about the return check fee of \$30.00, Attorney Steirer suggested to increase the fee to \$50.00 per return check.

Upon motion by Mr. Glassic and Mrs. Hucaluk, the Board approved the increase of the return check fee from \$30.00 to \$50.00, effective September 1, 2025.

The Treasurer/Comptroller presented the Delinquent Water Account status – for month of July 2025.

The Treasurer/Comptroller presented the July 2025 NBMA Consumption Report, the June 2025 Operating Financial Statements and the Replacement and Renewals.

NBMA NEW ACCOUNTS METERED – Eight (8) - new meters were installed in July – (0-Northampton, 2-Allen Township, 3-North Catasauqua, 0-Laury's Station, 0-Coplay, 0-W.Catasauqua, 0-Fullerton, 0- Hokendauqua, 1-Stiles, 0-Egypt, 0-Cementon, 0-North Whitehall, 2-Clearview, & 0-Water Hauler). Calendar Year to Date –53 New accounts Fiscal Year 2025 to 2026 to Date-33. The information pertinent to new connections was sent to the Borough of Northampton and Allen Township.

The Treasurer/Comptroller reported NBMA replaced 267 Meters and 280 MXU's Fiscal Year to Date. Total cost of Meters and MXU's fiscal year to date \$81,218.40.

The Treasurer/Comptroller presented the following M&T Bank 2003 Requisitions as follows:

M&T BANK 2003 REQUISITIONS:

N.B.M.A. Minutes – August 12, 2025 – Page 4

2003 Revenue Fund Requisition #11 - \$505,365.78 – September 2025 Budget Expenses, Operating Expenses, Maintenance Expenses, Inventory, Trustee Fees, Penn Vest Loan.

2003 Revenue Fund Requisition #12 – \$17,348.82 – July 2025 Meter & MXU & Reimbursement & Replacement Program.

2003 Construction Fund Requisition # 4 - \$88,218.00 – Stone Ridge Commercial Development

Total Revenue Fund Requisitions: \$610,932.60.

Upon motion by Ms. Haldeman and Mrs. Hucaluk, the Board approved the 2003 Revenue Fund Requisitions and 2003 Construction Fund Requisition as listed above in the total amount of \$610,932.60 contingent upon approval by Gannett Fleming, Inc.

Northampton Borough Municipal Authority Purchased the following CD's:

PLGIT – Certificates of Deposits in the total of \$7,498,000.00 and cash of \$640,226.06 are held for the following Restricted Funds of the NBMA Trust Indenture at M&T Bank: Bond Redemption & Improvement Account, Emergency Repair Fund, Revenue Fund and Debt Service Reserve Fund. The projected interest upon maturity on the Certificates of Deposit invested for these funds is \$396,496.37. The Federated Money Market (Direct Obligations of the US Government) at M&T Bank has a yield of 3.98 %, the Certificate of Deposit investments with PLGIT are currently yielding 4.00%-5.20%.

Emergency Repair Fund

Resolution #274 – On August 8, 2025 a \$239,000.00 – 364-CD was purchased with a net interest rate of (4.50%/4.25%) and interest at maturity will be \$10,487.19.

Resolution #275 – On August 8, 2025 a \$239,000.00 – 364-CD was purchased with a net interest rate of (4.40%/4.25%) and interest at maturity will be \$10,487.19.

N.B.M.A. Minutes – August 12, 2025 – Page 5

Resolution #276 – On August 8, 2025 a \$239,000.00 – 364-CD was purchased with a net interest rate of (4.50%/4.25%) and interest at maturity will be \$10,487.19.

Upon motion by Mrs. Hucaluk and Ms. Haldeman, the Board approved the Emergency Repair Fund Resolutions as presented above and to be submitted to M&T Bank.

MANAGER’S REPORT:

Staff Meeting – Mr. Kerbacher reported that the NBMA Staff Meeting was held on Thursday, August 7, 2025 at 9:00 a.m. in the NBMA Headquarters Building.

On the recommendation of Mr. Kerbacher and Mr. Martin Hozza, the Board upon motion by Mr. Glassic and Mrs. Hucaluk, authorized an increase in salary effective August 18, 2025 from \$20.00 increase \$2.75 to \$22.75 per hour for Mr. Gregory Koehler, Water Treatment Plant Operator (WTP), based on the six (6) month review presented and discussed by the Manager. Mr. Gregory Koehler was employed February 18, 2025.

Mr. Kerbacher reported that NBMA received the CPower Rebate Check in the amount of \$1,445.49 on Tuesday, July 29, 2025.

Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board approved the Gannett Fleming proposal for update to Water Capital Charges Study.

NBMA received thank you card from the Miracle League for the donation in memory of Mr. Dalton Hammer.

NBMA received thank you card from Mrs. Regina DeLong for the retirement gestures.

Operations Report:

Mr. Stephen Kerbacher referred to the Operation’s Report for August 2025. Construction projects completed in July 2025 were presented as well as current projects underway in the month of August 2025. A list of upcoming scheduled projects and potential proposed projects were presented.

N.B.M.A. Minutes – August 12, 2025 – Page 6

SR 0329 Cementon Bridge Replacement – Mr. Kerbacher reported that the majority of the relocation work on the Northampton side of the river is complete. The Pierson crews will now begin work on the Whitehall side.

Lead and Copper Rule – Mr. Kerbacher updated the Board on the lead and copper rule compliance. Letters were sent to over 11,000 customers. The intent is to try and find out the type of material of the customer's side of the water service line. This information is being mandated by the US Environmental Protection Agency (EPA). A brief discussion followed.

Taste & Odor – Mr. Kerbacher reported that there are no taste and odor issues at this time.

Lehigh River – Cementon Dam update – no further information at this time.

Monthly Water Treatment Plant Report – Mr. Kerbacher reported on the monthly NBMA Water Treatment Plant report.

2MG Cementon Tank #1 - Mr. Kerbacher reported that DN Tanks crew is on site. A plan has been implemented to begin rehabilitation of Tank #1. The project will be monitored by NBMA and Gannett Fleming inspectors. Updates will follow. A brief discussion followed.

ENGINEERS' REPORT: (Mr. R. Scott Hughes was not in attendance)

SOLICITOR'S REPORT:

Old Business

Liens and Satisfactions – \$7,949.25 worth of Liens, continuing.

New Business

No new business.

Upon motion Ms. Haldeman and Mrs. Hucaluk, the Board unanimously agreed to adjourn at 5:57 p.m. to meet in a regular session on Tuesday, September 9, 2025 at 5:00 p.m. in the NBMA Headquarters Building.

Stephen J. Kerbacher, General Manager

Visitor(s) 1 Total year to date 10.