

**NORTHAMPTON BOROUGH MUNICIPAL AUTHORITY**  
**M I N U T E S**

Northampton, PA – January 13, 2026

The monthly meeting of the Board of the Northampton Borough Municipal Authority (NBMA) was held at 4:00 p.m. on Tuesday, January 13, 2026 in the NBMA Edward D. Hozza, Sr., Board Room, 1 Clear Springs Drive, Northampton, PA. Chairman Deily, Vice Chairman Glassic, Board Members, Haldeman, Lopsonzski and Serensits were present. Also, in attendance were, Mr. Stephen Kerbacher, General Manager, Mrs. Lori Schwartz, Treasurer/ Comptroller, Mr. Scott Steirer, Pierce and Steirer, LLC, Mr. Michael Brown, Gannett Fleming (GFT), left the meeting at 5:22 p.m. and Mr. David Busch, Keystone Alliance Consulting, LLC, left the meeting at 4:58 p.m.

Pledge of Allegiance to the American Flag.

Upon motion by Messrs. Glassic and Serensits, the Board approved the minutes of the monthly meeting held December 9, 2025 and December 2025 Cash Vouchers.

**Chairman's Report:**

Chairman Deily reported that the Public Notice of the Authority meetings appeared in the Express-Times on Thursday, January 1, 2026, and via a notice posted in the front of the Headquarters Building.

Chairman Deily referred to a letter dated January 6, 2026 from Mr. Brian Welsko, Borough Manager, Borough of Northampton, appoint Mr. Jerome Serensits as addressed to Mr. Stephen J. Kerbacher, General Manager, as follows:

I am pleased to inform you the Northampton Borough Council at their meeting held on January 5, 2026, has unanimously appointed Jerome Serensits to fill the open seat on the Northampton Borough Municipal Authority Board of Directors. His appointment was effective on January 6, 2026, and will expire on December 31, 2030.

Upon motion by Mr. Glassic and Ms. Haldeman, the Board unanimously agreed to the following appointments for 2026 as follows: Gerald J. Deily, Chairman, Ronald Glassic, Vice Chairman, Stephen J. Kerbacher, Secretary, Lori A. Schwartz, Treasurer/Comptroller, Scott R. Steirer, Solicitor; Consulting

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Engineer, the Firm of Gannett Fleming, Inc. and Campbell, Rappold & Yurasits, LLP, Auditors, and the 2026 NBMA Organization Chart.

PMAA Win Conference – Women, Innovation, Networking – March 5-6, 2026, held at The Nittany Lion Inn, State College.

PMAA Board Member Training – Wednesday, March 11, 2026, held at Delta Hotels by Marriott Allentown, 7736 Adrienne Drive, Breinigsville, PA 18031.

Rate Review – Mr. David Busch, Keystone Alliance Consulting, LLC, presented the Board with the results and recommendations from the recent NBMA Rate Study conducted by Keystone Consulting Alliance. The study considers projected revenues and expenses through fiscal year ending March 31, 2031. Following a lengthy discussion, the recommendations was made by Mr. Busch along with the NBMA Management Staff to propose a water rate increase to all NBMA customers effective April 1, 2026 of 9.3% based on Rate Scenario No. 6 of the Rate Study.

After Mr. David Busch from Keystone Alliance Consulting talked about the rate study findings, the Treasurer/Comptroller stated to the Board it would be a good idea to check how the company is doing after each year due to the much higher Revenue projections used in the study for future year's new customer fees growth. Information given by developers was used by the distribution department to predict the future customer growth numbers.

Upon motion by Mr. Serensits and Ms. Haldeman, the Board voted unanimously to approve the proposed rate increase effective April 1, 2026, first monthly billing in May of 2026 and the first quarterly billing in July of 2026.

Asset Management Study- Mr. Michael Brown of GFT presented a proposal to begin design of a Water Treatment Plant upgrade plan related to the Asset Management Study. The proposal is to package a number of Water Treatment Plant improvement projects into a consolidated package that will be presented as one large project which can be financed through either PennVest or a Bond Issue later in 2026 or early 2027. All of the projects have been identified in the approved Asset Management Study. The preliminary cost of this proposal is \$5,655,000.00. A lengthy discussion followed.

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Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board voted unanimously to authorize GFT to begin design and preparation of the Water Treatment improvement projects package.

**TREASURER/COMPTROLLER REPORT:**

The Treasurer/Comptroller referred to the Annual Meeting Checklist to be reviewed in January of each calendar year. A brief discussion followed on same.

The Treasurer/Comptroller referred to the PMAA 2026 computer printout Roster information to be completed and submitted to PMAA for 2026.

The Treasurer/Comptroller reported that the 2025 State Ethics Commission forms were received and will be completed by all interest parties.

Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board approved the PMAA invoice for 2026 Active Membership dues in the amount of \$2,700.00. Last year's active membership dues were \$2,700.00.

The Treasurer/Comptroller emailed the Memorandum of Understanding Exchange of Services Invoice on Wednesday, January 14, 2026 to the Borough of Northampton in the amount of \$10,876.63 which is due to Northampton Borough Municipal Authority upon receipt.

The Treasurer/Comptroller reported the Pennsylvania Municipal Retirement System (PMRS) Minimum Municipal Obligation (MMO) – Defined Benefit Plan (N1) for 2026 is \$147,838.00. Last year's MMO was \$144,448.00.

Upon motion by Mr. Glassic and Ms. Haldeman, the Board approved PMRS Payments for Minimum Municipal Obligation N1 and N2 as stated above.

Also, Cash Balance Plan (N2) for 2026 is \$99,620.00. Last year's was \$95,660.00 funds were allocated in the NBMA Budget ending March 31, 2026, and will pay monthly.

The Treasurer/Comptroller reported that the road at the breast of Spring Mill Dam was barricaded on Monday, December 29, 2025 at 8:00 a.m. and removed barricade on Tuesday, December 30, 2025 at 8:00 a.m.

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The Treasure/Comptroller presented the following invoices for approval:

**Gannett Fleming, Inc. – Invoices:**

The Treasurer/Comptroller presented the following invoices for approval:  
The Gannett Fleming, Inc.–Invoices covering November 29, 2025 through December 31, 2025 services, see below:

Gannett Fleming, Inc. (GFT) dated January 13, 2026, for professional services rendered through November 29, 2025 to December 31, 2025.

Engineering Services – Asset Management Program Services – AMP Asset Management Program - Total due this invoice \$4,855.50.

Gannett Fleming, Inc. (GFI) dated January 12, 2026, for professional services rendered through November 29, 2025 to December 31, 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 \$2,855.85.

Gannett Fleming, Inc. (GFI) dated January 13, 2026 for professional services rendered through November 29, 2025 to December 31, 2025. Annual Water System Inspection/Report. Conduct an annual inspection of water system facilities, evaluate operating procedures and provide a written report. 2025 Annual Water System Inspection/Report. Total due this invoice \$1,825.37.

Gannett Fleming, Inc. (GFI) dated January 13, 2026 for professional services rendered through November 29, 2025 to December 31, 2025. Update water system GIS maps and perform related services. Mapping Updates & GIS Assistance. Total due this invoice \$7,802.25.

Total Invoices - \$17,338.97.

Upon recommendation of Mr. Martin Hozza and Mr. Stephen Kerbacher, the Board, upon motion by Messrs. Glassic and Mr. Serensits, approved the invoices dated January 13, 2026 from Gannett Fleming, Inc., in the total amount of \$17,338.97.

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The Treasurer/Comptroller presented the invoice from Pierce & Steirer, LLC – Invoice dated January 5, 2026 for professional services rendered for the month of December 2025 in the amount of \$1,211.09. Total year to date - \$22,166.27.  
(Legal Union Representation – December 2025 (\$32.50)  
Total union to date \$10,442.50.

Upon motion by Ms. Haldeman and Mr. Lopsonzski, the Board approved the invoice from Pierce & Steirer, LLC, in the amount of \$1,211.09.

The Treasurer/Comptroller presented the invoice from Fitzpatrick Lentz & Bubba, PC (Mr. Dave Steckel) – Invoice dated December 9, 2025 for professional services rendered through November 30, 2025 in the amount of \$5,262.22.  
Invoice dated January 7, 2026 for professional services rendered through December 31, 2025 in the amount of \$420.00. Total to date Labor Law Attorney – (Union) \$46,403.42.

Upon motion by Messrs. Lopsonzski and Deily, the Board approved the invoice from Fitzpatrick Lentz & Bubba, in the amount of \$5,682.22.

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 \$46,403.42.  
Pierce & Steirer, LLC – Total to date \$10,442.50.  
Total to date for all union representation - \$62,431.92.

2026 IRS Mileage is \$.72.5 cents per mile for 2026. Last year 2025 was \$.70 cents per mile.

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

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

**NBMA NEW ACCOUNTS METERED** – Nine (9) - new meters were installed in December – (0-Northampton, 6-Allen Township, 0-North Catasauqua, 0-Laury’s Station, 3-Coplay, 0-W.Catasauqua, 0-Fullerton, 0-Hokendauqua, 0-Stiles, 0-Egypt, 0-Cementon, 0-North Whitehall, 0-Clearview, & 0-Water Hauler). Calendar

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Year to Date –122 new accounts Fiscal Year 2025 to 2026 to Date-102. The information Pertinent to new connections was sent to the Borough of Northampton and Allen Township.

**Meter Replacement Program** – Replaced 471 Meters and 537 MXU’s Fiscal Year to Date. Total cost of Meters and MXU’s fiscal year to date \$107,284.55.

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

**M&T BANK 2003 REQUISITIONS:**

2003 Revenue Fund Requisition #21 - \$505,365.78 – February 2026 Budget Expenses, Operating Expenses, Maintenance Expenses, Inventory, Trustee Fees, Penn Vest Loan.

2003 Revenue Fund Requisition #22 – \$8,887.92 – December 2025 Meter & MXU & Reimbursement & Replacement Program.

Total Revenue & Construction Fund Requisitions: \$514,253.70.

Upon motion by Mr. Glassic and Ms. Haldeman, the Board approved the 2003 Revenue Fund Requisitions listed above in the total amount of \$514,253.70, contingent upon approval by Gannett Fleming, Inc.

Northampton Borough Municipal Authority purchased the following CD’s:

PLGIT – Certificates of Deposits in the total of \$7,994,000.00 and cash of \$173,657.20 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 \$323,008.81. The Federated Money Market (Direct Obligations of the US Government) at M&T Bank has a yield of 3.85%, the Certificate of Deposit investments with PLGIT are currently yielding 3.65%-4.28%.

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Resolution #290 – On December 17, 2025 a \$247,000.00 a 90-day CD was purchased with a net interest rate of (3.90%/3.75%) an interest at maturity will be \$2,375.26.

Resolution #291 – On January 13, 2026 a \$240,000 – 365 day CD was purchased with a net interest rate of (3.90%/3.75%) an interest at maturity will be \$9,360.00.

Resolution #292 – On January 13, 2026 a \$240,000.00 – 365 day CD was purchased with a new interest rate of (3.90%/3.75%) an interest at maturity will be \$9,360.00.

Resolution #293 – On January 13, 2026 a \$240,000.00 – 365 day CD was purchased with a new interest rate of (3.80%/3.65%) an interest at maturity will be \$9,120.00.

### MANAGER’S REPORT:

Staff Meeting – Thursday, January 8, 2026 – 9:00 a.m. at the NBMA Headquarters Building.

Bidding Threshold - 2026 – Mr. Kerbacher reported on a notification in the PA bulletin regarding Municipal Authorities bidding thresholds, effective January 1, 2026, the updated bidding thresholds for contracts and purchases for most public agencies are as follows:

- Contracts or purchases under \$13,200.00 require no formal bidding or price quotations.
- Contracts or purchases between \$13,200.00 and \$24,500.00 require three (3) written / telephonic price quotes.
- Contracts or purchases **greater than \$24,500.00** require formal bidding and public notice.

Water Treatment Chemical & Pipe & Fittings – Mr. Kerbacher requested authorization to advertise for the following bid quotation for fiscal year April 1, 2026 to March 31, 2027, (open Thursday, March 5, 2026) for Water Treatment Chemicals (10:30 a.m.) and Pipe & Fitting (10:00 a.m.) to be received on

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Thursday, March 5, 2026. Bids will be advertised in the Express-Times on February 13, 2026. (Bids open Thursday, March 5, 2026).

Upon motion by Mr. Glassic and Ms. Haldeman, the Board authorized to advertise the bid quotation for the period April 1, 2026 to March 31, 2027 for Water Treatment Chemicals (10:30 a.m.) and Pipe & Fittings (10:00 a.m.) to be received on Thursday, March 5, 2026.

### **Operations Report:**

Mr. Stephen Kerbacher referred to the Operation's Report for January 2026. Construction projects completed in December 2025 were presented as well as current projects underway in the month of January 2026. A list of upcoming scheduled projects and potential proposed projects were presented.

SR 0329 Cementon Bridge Replacement – Mr. Kerbacher reported that the majority of the relocation work on the Whitehall side of the river is complete.

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. The next set of letters to customers will be mailed by the end of the year, 2025.

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.

Authorization #4 – Estimated cost to install approximately 710-feet of 8-inch Ductile Iron Pipe with appurtenances (546-feet in White Birch Drive, 87-feet in Persimmon Drive and 77-feet in Chestnut Street) to provide water service to Timberidge Luxury Apartments. Phase II, North Whitehall Township, Lehigh County. Also, 4 -2-inch service connections and 1 – 6-inch fire hydrant.

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Applicant Vanguard Development Group Inc. c/o Bob Meridith, 1801 Fruitville Pike, Lancaster PA 17601. Total cost to applicant \$77,780.00. All rock excavation extra, at current price at time of installation \$120.00 per cubic yard.

Upon motion by Messrs. Serensits and Glassic, the Board approved the Authorization #4, listed above.

**ENGINEERS' REPORT:** (Mr. Michael Brown was in attendance)

**SOLICITOR'S REPORT:**

**Old Business**

Liens and Satisfactions – \$11,056.72 worth of Liens, continuing.

**New Business**

No new business.

Upon motion by Messrs. Serensits and Lopsonzski, the Board approved new start time for the Monthly Board meetings from 5:00 p.m. to 4:00 p.m.

Upon motion Messrs. Lopsonzski and Glassic, the Board unanimously agreed to adjourn at 6:07 p.m. to meet in a regular session on Tuesday, February 10, 2026 at 4:00 p.m. in the NBMA Headquarters Building.

Stephen J. Kerbacher, General Manager

Visitor(s) 2 Total year to date 2.