

The regular monthly meeting of the Nazareth Borough Municipal Authority was held on June 19, 2025, at 6:00 p.m., at the Nazareth Borough Council Chambers. Board members present were Earl Keller, A. J. Ressler, Werner Fornos, Jr., Andrea Martin, and Becky Bartlett. Also present were Patricia Mandes of Bushkill Township, Alfred S. Pierce, Esquire, of Pierce & Steirer, LLC, Engineer William Brown of Herbert, Rowland & Grubic, Inc., Trudy Johnston, Managing Director of Material Matters, Inc., and Scott Wyland, Esquire, of Salzman Hughes P.C.

Moment of Silence.

Pledge of Allegiance.

The meeting began with Mario Cozzubbo of Campbell Rappold & Yurasitz reporting on the 2024 audit. A. J. Ressler moved and Becky Bartlett seconded a motion to approve the Nazareth Borough Municipal Authority financial statements, independent auditor report and supplementary information for December 31, 2024. The motion passed unanimously.

An Executive Session was held at 6:00 p.m. to discuss a personnel matter. David L. Busch of Keystone Alliance Consulting, Inc., was the presenter.

Andrea Martin moved and A. J. Ressler seconded a motion to approve the Secretary's minutes of the meeting of April 17, 2025, with an annotation that the May meeting lacked a quorum and had no minutes, and that no one from Georgetown Manor was present at that meeting. The motion passed unanimously.

Andrea Martin moved and Earl Keller seconded a motion to approve the Treasurer's Report and the Cash Disbursements for April and May 2025 and Open Invoices for May and June 2025. The motion passed unanimously.

The Engineer's Report for May 2025 was approved as presented.

The Financial Report for January 1, 2025, to April 30, 2025, and January 1, 2025, to May 31, 2025, were approved as presented.

The Plant Manager's report for May 2025 was approved as presented.

The Office Administrator's report for May 2025 was approved as presented.

Andrea Martin moved and Becky Bartlett seconded a motion to accept Dean Minnich's retirement effective February 26, 2026, with regret. The motion passed unanimously.

An Executive Session was held at 6:00 p.m. to discuss a personnel matter. David L. Busch of Keystone Alliance Consulting, Inc., was the presenter. Andrea Martin moved and Earl Keller seconded a motion to retain Keystone Alliance Consulting, Inc., for consulting services as described in the letter to the Board of June 19, 2025. The motion passed unanimously.

Earl Keller moved and A. J. Ressler seconded a motion to approve pay application Nos. 10 and 11 to Uhrig Construction, Inc. in the amounts of \$210,472.20 and \$103,941.44, respectively, for the Borough Hall annex. The motion passed unanimously.

Becky Bartlett moved and Andrea Martin seconded a motion to approve the Eastern Time Project 8154AL for fire system equipment, access control system equipment and CCTV system equipment for the Borough Hall annex in the total amount of \$50,150, a COSTARS approved bid. The motion passed unanimously.

Earl Keller moved and A. J. Ressler seconded a motion to approve the OFFIX systems proposal dated June 19, 2025, under COSTARS contract 035-E23-213 in the total amount of \$56,092.52 for the approved furnishings for the Borough Hall annex project. The motion passed unanimously.

Andrea Martin moved and Becky Bartlett seconded a motion to approve change order RFC-27 for a water meter pit supply for the Uhrig Construction, Inc., Borough Hall annex project at a cost of \$13,149.73. The motion passed unanimously.

Andrea Martin moved and A. J. Ressler seconded a motion to approve change order RFC-28 to Uhrig Construction, Inc., for the Borough Hall annex project providing carrier equipment, flue and combustion air piping at a total cost of \$42,174.44. The motion passed unanimously.

Earl Keller moved and Andrea Martin seconded a motion to approve the Dempsey Uniform & Linen Supply service agreement. The motion passed unanimously.

A. J. Ressler moved and Becky Bartlett seconded a motion to authorize the Authority members, the Office Administrator and the Plant Manager to attend the PMAA conference at the Authority's expense. The motion passed unanimously.

Andrea Martin moved and A. J. Ressler seconded a motion to designate Werner Fornos as the Authority's delegate and Andrea Martin as the Authority's alternate delegate to the PMAA conference annual meeting. The motion passed unanimously.

Andrea Martin moved and A. J. Ressler seconded a motion to approve the bid of RS Security & Communications contract No. 2025-01 for security cameras to be installed at the plant in the amount of \$49,600. It was the only approved bid received for the project. The motion passed unanimously.

Andrea Martin moved and Becky Bartlett seconded a motion to authorize HRG to assist the Authority in the implementation of a GIS update for the collection system. The motion passed unanimously.

Andrea Martin moved and Becky Bartlett seconded a motion to authorize the payment of the asphalt driveway material in the amount of \$24,055.95 to Heidelberg Materials. The contract was managed by Lower Nazareth Township; and the Authority was responsible for the material portion of the project. The motion passed unanimously.

A. J. Ressler moved and Andrea Martin seconded a motion to authorize pay raises for Joe Raddi to \$25 per hour and Thomas Adams to \$26 per hour effective June 30, 2025. The motion passed unanimously.

Andrea Martin moved and A. J. Ressler seconded a motion to authorize the transfer of \$3,000,000 from the Fidelity Bank investment fund to the reserve fund for capital expenses. The motion passed unanimously.

At the call of the Chairman, an Executive Session was held for litigation.

There being no further business, the meeting was adjourned.

Respectfully submitted,

A. J. Ressler, Secretary