

EAWA BOARD MEETING MINUTES
April 11, 2016 - 6:30 PM

1. CALL TO ORDER:

The EAWA Board meeting was held in the Meeting Room at 211 W. Hummelstown St. and was called to order at 6:30 P.M. by Dr. C. Dale Treese. Members present: John Buch, Rick Erb, Chuck Brewer and Del Becker. Absent: Keith Murphy and Jeff McCloud. Also present were George Alspach, Solicitor; Mike Skelly, Manager; Gene Haldeman, Operations Manager; Grace Miller, Business Manager and Michele Powl, Administrative Clerk. **Other Attendees:** Rich Sheidy, Jill Gilbert, and Sean Post.

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

3. PUBLIC COMMENT: None.

4. APPROVAL OF PREVIOUS MINUTES:

Action: "That the Board approves the WS Meeting Minutes of 3/2/16 and the regular Board Meeting Minutes of 3/14/16, as presented."

Motion: J. Buch **Second:** C. Brewer **Approved**

5. REPORTS:

- a. **Manager's Report: 2015 Audit Presentation by Trout, Ebersole & Groff –** Skelly introduced Sean Post to the Board to present the audit. Post said the audit went well and received a clean opinion. He noted that 2015 was a good year for the Authority; revenues increased approximately \$100,000 for MJT due to planned rate increase to unify the rates for all three districts. Post stated that Board members received a copy of the presentation, financial statements, and two letters. Post thanked Miller and Skelly for their assistance and reported no significant findings. Skelly said auditors recommended installing a fire monitor in the server room.

Action: "That the Board accepts and approves the 2015 Audit."

Motion: J. Buch **Second:** C. Brewer **Approved**

2014 – 2016 Actual Monthly Income & Expenses Report (Cash-flow) – Skelly stated that the Board received the report showing the 2015 average monthly figures for income of \$261,652 and expenses of \$219,417 and 2016 first quarter figures. He distributed a copy of the Money Market Savings and Checking figures for 2015 and 2016 first quarter to the Board. Treese suggested examining the water rates again to ensure EAWA has sufficient funds to pay for the 2012 bond in 2018/2019. Skelly said it was discussed and agreed upon to re-run the rate forecast and review the top two rate tiers for the large users as part of the full cost recovery. Treese requested Skelly to complete both items for the July 6th meeting.

Featherton Crossing Phase 2B – Skelly said EAWA received a Construction LOC and \$110,880 for 60 of 140 EDU’s. Per Treese’s direction, Skelly signed the land development plan and granted the developer to pay for the remaining EDU’s when applying for each permit. Skelly noted the Developers Agreement to be signed tonight.

Action: “That the Board approves the Developers Agreement for Featherton Crossing Phase 2B.”

Motion: R. Erb **Second:** D. Becker **Approved**

Act 205 Pension Plan Valuation – Skelly said Conrad Siegel Actuaries indicated that the 2015 investment return was -1.09% with a value of \$447,303.53.

b. **Operations Manager’s Report:** Haldeman noted that staff began flushing the Water Distribution System last night for the next two weeks. Staff calculated one night’s flushing used approximately 550,000 gallons of water. Brewer asked if customers are notified of the water flushing. Haldeman said staff receives the Swiftreach call at 6:30 pm and customers located in the flushing area receive the call at 7 pm. Brewer asked if the call is delivered only to home phone numbers. Powl said the automated call can be sent to any phone number or email, and the flushing information is listed on the website under “Special Announcements”. Powl said if customers contact the office stating that they missed a phone call or they have discolored water, staff advises of the water flushing and asks for the customer’s phone number to enter into the Swiftreach notification system. She said automated calls are delivered to customers that have signed up to receive the notifications and customers not enrolled can complete a form on the website.

c. **Public Works Director’s Report:** None.

d. **Engineer’s Report:** None.

e. **Financial Reports:**

- i. Copies of Paid Bills statement (3/23/16) distributed with the package (\$52,725.13 for balance);
- ii. Statement of *Operating* Revenues & Expenditures for period of MAR YTD, distributed with package. Income: \$1,543,782.04 (inc. fund balance), Expenditures: \$463,674.27 (inc. debt principal & interest);
- iii. Statement of Capital Revenues & Expenditures for period of MAR YTD, distributed with package. Income: \$3,770,883.51 (inc. fund balance), Expenditures: \$78,834.56;

Action: “That the Board accepts the MAR Operating Statement of Revenues & Expenditures (Actual vs. Budget), and Capital Fund Report.”

Motion: R. Erb **Second:** C. Brewer **Approved**

Brewer questioned the cost for the backhoe repairs. Haldeman said the repairs were not anticipated. Becker noted the purchase of the new panel board for the membrane system. Haldeman said it was an upgrade for Pall to communicate with EAWA's membrane system. Skelly noted a new replacement for a smaller backhoe was budgeted and will be purchased by the end of the year.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS: None.

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pay bills listed on the statement of Unpaid Operating Fund Bills Detail totaling \$29,233.27 (4/11/16) and Capital Fund Detail \$8,324.70 (4/11/16)."

Motion: J. Buch

Second: R. Erb

Approved

9. BOARD MEMBER'S REMARKS: Treese stated Buch received an award at the Chamber Gala for his years of outstanding service to the community. Buch said he and his wife moved to the Masonic Health Center located in WDT so he will no longer be a resident of Elizabethtown Borough and unable to serve on the Board. Alspach noted Buch will serve until a replacement is named. Becker and Brewer thanked Buch for his years of community service.

10. EXECUTIVE SESSION: Board met to discuss Personnel issues. No action was taken.

11. ADJOURN: 7:04 PM

Action: "That the Board adjourns the regular meeting."

Motion: D. Becker **Second:** C. Brewer

Approved

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 5/9/16 Meeting