

**EAWA Special Meeting Agenda
September 20, 2014 - 8:00 AM**

1. CALL TO ORDER:

2. PUBLIC COMMENT:

3. REPORTS:

a. **Manager's Report** – Legal notice for mtg. appeared in 9/11 Elizabethtown Advocate.

i. **National Drug Take Back Day 9/27** – Drop-off location provided by NW Regional Police at Giant Food Store; Policy intended to reduce the amount of human and animal pharmaceuticals, steroidal hormones, which studies have documented are posing an environmental and health concern;

ii. **Status of 2014 Budget / Cash Flow** – Refer to:

- “August Revenue & Expenditure Report” – Refer to 9/8 Board Mtg.;
- “2011 – 2013 Actual Monthly Income & Expenses Operating Fund”;
- “2013 & 2014 Monthly Bank Statements”;

iii. **2013 – 2017, Short-term Goals & Projects** – Review list distributed on 8/6;

The focus for 2015 appears to be transition / wrap-up of Asset Mgmt. to 5-10 year budget & rate projection. Concord Financial will provide assistance. Skelly would like to also create a financial – operation “benchmark” or “report card” format. Capital Funds are in process of consolidation, and new Plan – Program including CRIM accounts, will be prepared by Skelly. Other major projects:

- Billing software (initial multi-year) / ACH review;
- Automated Meter Reading;
- Marketing Plan – follow-up of 9/8 mtg.;
- Continuation of Partnership for Safe Water Phase III (treatment);
- Succession Planning (multi-year);

iv. **2015 Budget** – initial direction; *1st draft to be available for 10/13 Board Mtg.*;

v. **Billing / Rates** – Proposed MJT / WR4 adjustment for 11/5;

vi. **Personnel** – (a) Wage increase for 2015, and related changes; (b) Annual performance review bonus; (c) Succession Planning; (d) Update on Oper. Certification;

vii. **Healthcare** – Pending Oct. Benecon mtg.;

viii. **Facilities** (Wells, TP, Distribution System, etc.) – Asset Management, Objectives;

4. UNFINISHED BUSINESS:
5. NEW BUSINESS:
6. BOARD MEMBER'S REMARKS:
7. EXECUTIVE SESSION:
8. ADJOURN: _____ AM