

EAWA BOARD MEETING MINUTES
January 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: Keith Murphy, Jeff McCloud, Del Becker, Rick Erb, and Chuck Brewer. Absent: John Buch. Also present were George Alspach, Solicitor; Gene Haldeman, Operations Manager; Mike Skelly, Manager; and Michele Powl, Administrative Clerk. **Other Attendees:** None.

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 12/2/15 and the regular Board Meeting Minutes of 12/14/15, as presented."

Motion: K. Murphy **Second:** J. McCloud **Approved**

5. REPORTS:

Manager's Report: Skelly noted Alspach, a Labor Attorney and Rhonda Hess reviewed EAWA's Succession Plan. Skelly stated the draft will be provided to the Board at the next WS.

No reports from Operations, Public Works or Engineer.

a. Financial Reports:

- i. Copies of Paid Bills statement (12/31/15) distributed with package (\$40,253.66 for balance);
- ii. Statement of Revenues & Expenditures for period of DEC. YTD, distributed with package. Income: \$3,886,406.60 (inc. fund balance), Expenditures: \$2,580,288.66 (inc. debt principal & interest).

2015-Y-end resulted in \$142,593.40 lower revenues (3.5% lower than Budget once Inter-Fund Operating Transfer is netted-out), and \$371,479.34 lower expenditures. This resulted in net surplus of \$228,885.94;

Action: "That the Board accept the DEC Statement of Revenues & Expenditures (Actual vs. Budget)."

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

Skelly provided the Board with copies of the revised Statement of Revenues and Expenditures along with the Monthly Income and Expenses and the

Monthly Bank Statement Summary. Skelly noted \$1.51 million was transferred to the Capital Fund in January 2015 and \$50K was transferred in December 2015. Skelly said as of year-end the Capital Fund has \$3.76 million between the CRIM account and regular Capital account. Treese asked Skelly if Fulton Financial (CRIM) would provide a presentation at the February WS. Skelly said he will contact Fulton Financial to arrange.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS: Treese mentioned conversation about different changes in the membership of the Board and whether or not EAWA could institute a list of individuals for the Borough, Mount Joy Township, and West Donegal Township to consider for EAWA Board selection to maintain the continuity and dynamics of the current Board instead of selection by chance. Skelly recommended the Board provide general guidelines and procedures as well as what type of background and skill sets EAWA would like to see in a potential Board member to the municipalities. Skelly said information Alspach provided, the book "Water Board Bible", and "Effective Utility Management" provided from American Water Works would assist him in crafting a draft to share with the Board. Brewer noted EAWA is working on a Succession Plan and this ties into a similar plan for Board members. Brewer used himself as an example when he was asked to serve on the Board. He stated he was not given any background information or guidelines for the EAWA Board and said it would be helpful. Murphy and Brewer suggested Skelly and Treese meet with the Board Chair from the Borough and two Townships to discuss. Treese advised Skelly to prepare a draft for the Board to review.

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pay bills listed on the statement of Unpaid Bills Detail (1/11/16), totaling \$76,649.69."

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

9. BOARD MEMBER'S REMARKS: None.

10. EXECUTIVE SESSION: None.

11. ADJOURN: 6:50 PM

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

Motion: R. Erb **Second:** J. McCloud **Approved**

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 2/8/16 Meeting