

EAWA BOARD MEETING MINUTES
March 10, 2014 - 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. D. Treese. Members present: K. Murphy, J. Buch, R. Erb, J. McCloud, and D. Becker. Absent: Chuck Brewer. Also present were G. Alspach, Solicitor; M. Skelly, Manager; Gene Haldeman, Operations 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 approve the WS Meeting Minutes of 2/5/14 and the regular Board Meeting Minutes of 2/10/14, as presented.”

Motion: J. Buch **Second:** D. Becker **Approved**

5. REPORTS:

- a. **Manager’s Report: 2013 Large Users / 4th Quarter customers > 1 million gallons** - Skelly provided a spreadsheet of the large users. He said he misspoke at the 3/5/14 meeting and that there are only 3 – 6 users that are over 1 million gallons per quarter.

Operations Manager’s Report: Asset Management - Treese summarized the discussion from the 3/5/14 meeting as follows: (1) Board needs to determine how much money to budget for tank maintenance; (2) inspections of tanks need to be scheduled; (3) cost of the inspections; (4) review items that have been completed and what items remain to be completed; and (5) added well houses and meters, billing, and software to the Asset Management plan as parts 3 and 4. Treese said the inspections need to be completed in order to plan for the next 10 – 15 years. Skelly said Lusardi received a quote for tank inspections of \$2,500 – \$3,000 using robotics and he received a quote from Utility Services of \$2,500 per tank. Haldeman said he received a quote from Doug DeClerck for \$500 per tank. He said Doug is familiar with our tanks since he did the inspections for the Borough. Haldeman said Doug drops the water level 3 to 4 feet below the normal level to perform a visual inspection of the tank. Once the inspections are completed, he provides a written report with pictures and recommendations as to a time frame to conduct work on the tanks. Haldeman said he has already scheduled Doug to inspect the tanks at the end of April / beginning of May and will inspect again in 5 years. Haldeman said we don’t have a problem with biofilm and he doesn’t feel it is necessary to drain the water and clean out the tanks due to our environment. He said Harrisburg City would have more of a problem because they use the river water.

Haldeman stated that he budgeted for a mixer for the Rockwood tank because he was having problems with the water quality and keeping the chlorine circulated. He does recommend installing mixers on all the tanks and the water level would need to be dropped to install the mixers. Treese asked when the last refurbishments were done. Haldeman said Groff and Buckingham were done in 2008/2009, W. Ridge was built in 2009, and Rockwood was completed in 2011. Murphy said this is why we want to create a schedule to spread out the costs. Haldeman said he will talk to Doug when he comes to do the inspections about the costs of the mixers. He said the mixer for the Rockwood tank was approximately \$30K installed; however, the expense would be greater for the larger tanks. Treese said if we install the mixers over a 6 year period, we can spread out our planning and possibly tie in the installation of the mixers with any minor/major refurbishments. Haldeman said we will know more by the end of May or beginning of June once Doug has completed his inspections and reports.

McCloud asked if our water treatment plant is considered part of the Assessment Management plan. Skelly said the administrative office is but not the water treatment plant. Haldeman said the membranes have a 10 year life. He said we should consider budgeting for them because each one runs about \$3K a piece and there are 38. Murphy said we need to include the old plant too. Skelly said we have been budgeting for the replacement of the well pumps from the operating budget and will continue to do so. Treese said we are trying to plan ahead and budget for items to come in the future, such as replacement of the meters for accurate water usage and billing software.

Skelly said he has been hearing from our Auditor and the bank that we have too many funds. He said a better approach to take would be to have a spreadsheet for the Capital Reserve fund listing the different categories. He said it would be more cost effective for staff and the Auditor, and they will be mentioning this at the April meeting. Board discussed and decided to go ahead with consolidating capital funds and use a detailed spreadsheet to allocate specific commitments. Treese said we have a better sense of what funds are needed for budget purposes due to Skelly's hard work.

Haldeman has been working on updating the O & M manual and the Emergency Response plans. Haldeman said he had a few items to mention from his report: (1) five valves were replaced at Well #5 after 20 years; (2) occupancy permit was received for the installation of water mains at ERSA's new building with a one year time limit. EAWA would be installing the mains and it would be a 2 day project; (3) data has been collected and the CCR is started. He said Steve and he will meet with Wayne to go over the information; (4) spoke to Liteheizer's about reinstating the water line on their property; and (5) \$32K was budgeted for heating and air conditioning for the old water treatment plant. He said when Tom originally talked to UGI, they said it would cost approximately \$2,500. Now, UGI is saying that it will cost \$9K to install. Haldeman said he may need to rethink the idea. Erb said to renegotiate with UGI. Haldeman said they will contact UGI

again. Lastly, he said staff and he installed clear visual site tubes in the PALL system and sent pictures to PALL; they were impressed.

b. **Public Works Director's Report:** None.

c. **Engineer's Report:** None.

d. **Financial Reports:**

i. Copies of Paid Bills statement (3/5/14) distributed with package (\$34,339.64 for balance).

ii. Statement of Revenues & Expenditures for period of FEB YTD, distributed with package. Income: \$2,934,833.51 (inc. fund balance), Expenditures: \$355,099.98 (inc. debt principal & interest).

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

Motion: J. McCloud **Second:** J. Buch **Approved**

6. **UNFINISHED BUSINESS:** None.

7. **NEW BUSINESS:** None.

8. **BILLS PAYABLE:** Refer to Unpaid Report;

Action: "That the Board pay bills listed on statement of Unpaid Bills Detail (3/4/14), totaling \$40,488.44"

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

9. **BOARD MEMBER'S REMARKS:** None.

10. **EXECUTIVE SESSION:** None.

11. **ADJOURN: 7:27 PM**

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

Motion: J. Buch **Second:** D. Becker **Approved**

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 4/14/14 Meeting