

EAWA BOARD MEETING MINUTES
April 13, 2015 - 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, John Buch, Rick Erb, Jeff McCloud, and Chuck Brewer. Absent: Del Becker. Also present were George Alspach, Solicitor; Gene Haldeman, Operations Manager; Steve Bixler, Operations Supervisor; and Mike Skelly, Authority Manager. **Other Attendees:** Jill Gilbert and Emily Sell.

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 3/4/15 and the regular Board Meeting Minutes of 3/9/15, as presented."

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

5. REPORTS:

1. Manager's Report: Presentation by Trout, Ebersole, & Groff of '14 Audit –

Skelly introduced Emily Sell to the Board to present the audit. She said the audit went well and EAWA received a clean opinion. She noted that the Revenue fund decreased by 2.5% for Borough and 3% for WDT due to less consumption and MJT revenues increased by 12% due to rate increase. Auditor recommendations for management are to protect the server room from fire, reduce the number of funds in QuickBooks and use only the Capital Reserve fund. Emily thanked Skelly and staff for their work.

Action: "That the Board accepts the 2014 Audit, and distributes required summaries to DCED and associated municipalities."

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

Act 205 Pension Plan Valuation – Skelly stated that Conrad Siegel Actuaries indicated that the 2014 investment return was 2.9%, with a year-end total market value of \$415,737.62

- a. **Operations Manager's Report:** Haldeman said he was cleared by his doctors and he is working full-time hours. He mentioned that he spoke to Nick at ERSA about EAWA moving the meter inside instead of being in a meter pit. Haldeman said Nick advised that it would be too expensive to do it through the contractor with a change order. Haldeman said it took 2 hours with 3 guys to pull the meter from the pit and install the meter inside ERSA's new building and it took additional time to eliminate the old service at the property. Haldeman asked the

Board how he should bill ERSA for the 4 hours with 3 guys and the use of the small backhoe. Treese said to provide the Board with a figure and they can discuss. Murphy stated that ERSA will have extra office space that EAWA could use in case of an emergency.

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

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

d. **Financial Reports:**

- i. Copies of Paid Bills statement (3/31/15) distributed with package (\$42,115.80 for balance).
- ii. Statement of Revenues & Expenditures for period of MAR YTD, distributed with package. Income: \$1,514,708.53 (inc. fund balance), Expenditures: \$503,308.34 (inc. debt principal & interest);

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

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

6. **UNFINISHED BUSINESS: Draft Safety Manual Review** - Skelly provided background information to the Board on the safety manual. Treese said the Board will review for discussion and approve at the 5/6/15 meeting.

Draft Shared Service Lateral Policy - Skelly noted that the Board received a second draft copy of the policy on 4/9/15, which was created by Skelly, Haldeman, Bixler, and Alspach along with the Board's recommendations from the discussion at the 4/1/15 meeting. Skelly said there was an error on the second to last paragraph about who pays for what. He said the property owner would need to pay for the new service line and the inspections and EAWA will cover the cost of the curb stop. Treese said the shared services are a safety issue. He said it would be helpful if Denny Landvater could document the shared services when he does the Borough rental inspections. Haldeman said EAWA's staff has been documenting the shared services for years and providing the information to office staff because it is needed for termination of water service due to nonpayment. Skelly said he will circulate the draft copy to the other municipalities for their input before EAWA adopts as policy and does a campaign to educate the customers about it.

Conoy Crossing Subdivision – Skelly said the plans for Phase 2B are being circulated. He said it is a matter of what our expectations were and what was expected as documented in EAWA's agreement with the developers. Skelly said he has been hearing through the Borough the developers are optimistic that they can satisfy the deadlines. EAWA's concern is that the water line is not going to be completed as stated in the agreement by 2016. Murphy said the plan was originally approved with two sources of water and it is not the case any longer. Treese stated that EAWA has a signed agreement with the developer for the proposed building

phases and now the developer is changing the sequence of phases, which is not what EAWA approved and it is jeopardizing the safety of the homeowners in Conoy Crossing. After some discussion by the Board, it was determined that Skelly should attend the Borough Planning Commission meeting to express EAWA's concern about the change of sequence in building phases. Treese asked McCloud to advise Roni Ryan that Skelly will be attending and she can advise Rodney Horton. Treese noted that he will communicate with Rodney Horton regarding EAWA's agreement with the developer.

7. NEW BUSINESS: None.

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pay bills listed on statement of Unpaid Bills Detail (3/9/15), totaling \$46,289.72."

Motion: J. Buch

Second: J. McCloud

Approved

9. BOARD MEMBER'S REMARKS: Brewer asked if EAWA has applied for any grants. Murphy said we did apply for one for the new building; however, we did not qualify. McCloud asked what a MXU is as stated on the Operations Manager's report. Haldeman said it is a radio read meter. Murphy asked if there are any updates on White Oak Mills or Abel. Skelly stated a letter was sent to Abel. Skelly said a phone call was received from Tony Scicchitano and he advised Scicchitano that EAWA is not interested in Abel's proposal at this time. Alspach said he received a call from Scicchitano too and he advised him that EAWA was not interested. Scicchitano said he is working on an emergency plan with the police and fire departments. Alspach asked Scicchitano to advise EAWA of the emergency plan when completed. Murphy asked if the code to the gate was received. Haldeman said no and EAWA should have it. Treese said EAWA needs to ask for it.

10. EXECUTIVE SESSION: None.

11. ADJOURN: 8:05 PM

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

Motion: C. Brewer **Second:** K. Murphy

Approved

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 5/11/15 Meeting