

**EAWA BOARD MEETING MINUTES
JUNE 10, 2024 - 6:30 PM**

1. CALL TO ORDER: The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members present: Keith Murphy, Rich Sheidy, Rick Erb, Chuck Brewer and John O’Connell. Also present were: Del Becker, Authority Manager; Jeffrey Shank, Solicitor; Jason Bock, Operations Manager; and Jill Gebhart, Admin Assistant. Not present: Jeff McCloud, Board Member; Michael Krieger, Engineer; Michele Powl, Business Manager; Donna Bissinger, Admin Assistant. Members of the Public: 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 05/01/2024 and Board Meeting Minutes of 05/13/2024, as presented.”

Motion: K Murphy **Second:** J O’Connell **Approved**

5. REPORTS:

a. Manager’s Report:

i. **Resolution 2024-10:** Easement Agreement with Sweetland Properties, LLC
It was noted that the agreement includes a \$4,000.00 payment for compensation to the property owner for easement.

Action: “The Board adopts Resolution 2024-10, which when executed grants permanent and temporary easements to Elizabethtown Area Water Authority for a relocated water main at 41 N Poplar St.”

Motion: J O’Connell **Second:** K Murphy **Approved**

ii. **Personnel Policy Manual:** inclusion of Vacation Buy-Back Policy discussed June 1, 2024

Action: “The Board approves inclusion of the Vacation Buy-Back Policy as dated June 1, 2024 memo to the Board.”

Motion: R Sheidy **Second:** K Murphy **Approved**

iii. **Salary for the Operations Manager position:** the Board is revising the salary for this position to \$100,500.00 effective May 27, 2024.

Action: “The Board approves revising the salary for the Operations Manager position to \$100,500.00 effective May 27, 2024.”

Motion: J O’Connell **Second:** K Murphy **Approved**

- iv. **Service Recognition Bonus:** The Board recognizes Jason Bock's 20 years of exceptional dedicated service to the Authority.

Action: "The Board approves a service recognition bonus for Jason Bock in the amount of \$2,500.00."

Motion: C Brewer **Second:** R Sheidy **Approved**

- b. **Operations Manager's Report:** Was presented at Work Session meeting.

- c. **Engineer's Report:** Was presented at Work Session meeting.

- d. **Financial Reports:**

- i. Paid Bills Detail (*Operating Fund*) (05/23/24) distributed with package (\$119,695.69 for balance);
- ii. Paid Bill Detail (*Capital Fund*) (05/23/24) distributed with package (\$1,186.05 for balance).
- iii. Statement of *Operating* Revenues & Expenditures for period of MAY YTD, distributed with package. Balance: \$1,453,288.46, Expenditures: \$236,910.78 & Income: \$130,263.07.
- iv. Statement of *Capital* Revenues & Expenditures for period of MAY YTD, distributed with package. Balance: \$9,785,421.37, Expenditures: \$173,565.93 & Income: \$46,164.73.

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

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

- 6. **UNFINISHED BUSINESS:** None

- 7. **NEW BUSINESS:** None

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

Action: "That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling \$54,165.62 (06/10/24) and Unpaid *Capital* Fund Bills Detail totaling \$57,507.06 (06/10/24)."

Motion: K Murphy **Second:** J O'Connell **Approved**

- 9. **BOARD MEMBER'S REMARKS:** Brewer asked if there was an update on the emergency training at Cornwall Quarry. Becker did not hear back on EAWA's response sent to the contact person. Board members expressed thanks to Jason Bock for his 20 years of service. O'Connell said there was supposed to be a follow up meeting with PennVest in April, but that did not happen. Becker has not heard back on that meeting. Treese would like 2 members for subcommittee to look at various issues with personnel. With growth of authority, we should look at structure and organization of the authority. Pre budget meeting Sept 21 and we should schedule Oct.19 or 26 for discussion on separate topics. Would like to have the Oct meeting date in place for July 3rd work session meeting.

10. EXECUTIVE SESSION: None

11. ADJOURN: 6:57 PM

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

Motion: K Murphy

Second: R Erb

Approved

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at 7/8/2024 Meeting