**EAWA BOARD MEETING MINUTES**

**NOVEMBER 11, 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, Jeff McCloud, Rich Sheidy, Rick Erb, Chuck Brewer and John O’Connell. Also present were: Del Becker, Authority Manager; Michele Powl, Business Manager; Bailey Boyd, Assistant Business Manager; Jeffrey Shank, Solicitor; and Jill Gebhart, Admin Assistant. Not present: Jason Bock, Operations Manager; Michael Krieger, Engineer; Donna Bissinger, Admin Assistant. Members of the Public: Mike Swank and Jonathan Byler.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG:**
3. **PUBLIC COMMENT:** None
4. **APPROVAL OF PREVIOUS MINUTES:**

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| **Action**: | “That the Board approves the WS Meeting Minutes of 10/02/2024 and Board Meeting Minutes of 10/14/2024, as presented.” |
|  | **Motion:** | J O’Connell | **Second:** | R Sheidy | **Approved** |

1. **REPORTS:**
2. **Manager’s Report:** Introduction of Bailey Boyd, Assistant Business Manager.
3. **Cornwall Properties regarding potential property acquisitions:** Mike Swank and Jonathan Byler, Byler Holdings, spoke on next phase of development near Miners Village and Borough requirements for bypass road. They fielded questions concerning the acquisition of a portion of the Cornwall quarry property. They are open to look at purchasing more than the original 1.6 acres proposed. Byler Holdings optimum timing would be for development construction by late 2025 – early 2026. Becker said we would share with them our appraisal done 3 years ago. Board consensus was to move forward with proposed property acquisition. Becker suggested Byler Holdings’ legal counsel contact EAWA solicitor Jeff Shank.
4. **Authorizing HRG to Issue Notice of Intent to Award to Joao & Bradley Construction Co., Inc:**

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| **Action**: | “MOTION, authorizing HRG to issue Notice of Intent to Award to Joao & Bradley Construction Co., Inc conditioned upon prior receipt of authorization from all three municipality guarantors to advertise their respective Ordinances approving a partial guaranty of EAWA’s PENNVEST loan, in accordance with the PA Local Government Unit Debt Act.” |
|  | **Motion:** | K Murphy | **Second:** |  J O’Connell | **Approved** |

1. **Authorizing HRG to Issue Notice of Award to Joao & Bradley Construction Co., Inc:**

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| **Action**: | “MOTION, authorizing HRG to issue Notice of Award to Joao & Bradley Construction Co., Inc conditioned upon (1) receipt of satisfactory performance and payment bonds, and a certificate of insurance, in accordance with the contract documents, and (2) confirmation from each of the three municipal guarantors that they have enacted the provided Ordinance approving a partial guaranty of EAWA’s PENNVEST loan. |
|  | **Motion:** | J O’Connell | **Second:** | K Murphy | **Approved** |

1. **Engagement letter with Nikolaus & Hohenadel, LLP for PENNVEST Loan:**

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| **Action**: | “That the Board engages Jeffrey S. Shank, to assist the Authority with the referenced financing.” |
|  | **Motion:** | J O’Connell | **Second:** | C Brewer | **Approved** |

1. **Update on surface water allocation permit:** DEP’s latest proposal to the Back Run and Conewago Creek allocation would be a monthly minimum allocation, with minimums higher in high flow months and lower in low flow months. Quarry bypass requirement would remain the same as it is currently. DEP also gave EAWA the option for a 10-year biological study on the Conewago Creek. Results of the 10-year study would serve as basis for establishing a different flow requirement. Installing flow monitoring equipment is a given for either option. The 10-year study would also incur professional service fees for the study. Board is considering the 10-year flow study option. Becker will go back to DEP asking for a similar study option for Back Run.
2. **Holiday luncheon date:** either Dec 10 or Dec 12, 2024.
3. **Operations Manager’s Report:** was presented at work session meeting**.**
4. **Engineer’s Report:** Becker will forward Engineer’s report to board members.
5. **Financial Reports:**
6. Paid Bills Detail *(Operating Fund)* (10/23/24) distributed with package ($101,820.01 for balance);
7. Paid Bill Detail *(Capital Fund)* (10/23/24) distributed with package ($59,834.26 for balance);
8. Paid Bill Detail (*Developer’s Escrow*) (10/23/24) distributed with package ($429.00 for balance);
9. Statement of *Operating* Revenues & Expenditures for period of OCTOBER YTD, distributed with package. Balance: $2,464,964.05, Expenditures: $226,465.52 & Income: $860,690.53;
10. Statement of *Capital* Revenues & Expenditures for period of OCTOBER YTD, distributed with package. Balance: $9,731,155.54, Expenditures: $175,903.68 & Income: $67,081.31.

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| **Action**: | “That the Board accepts the OCTOBER Statement of Revenues & Expenditures (Actual vs. Budget).” |
|  | **Motion:** | K Murphy | **Second:** | J McCloud | **Approved** |

1. **UNFINISHED BUSINESS:**
	1. **Operations Structure:** continued discussion regarding revisions to the Operations Structure. Operations structure would be divided into Water Treatment and Water Distribution with supervisors and technicians on each side. Board members received handout on individual responsibilities. New structure desired effective date would be January 1, 2025.
	2. **2025 Draft Operations Budget:** comments on draft distributed at November 6 Work Session. Discussion ensued on allocated items; increase on budget item amounts for next year; ratios on capital fund and reserve; and revenue. Look to finalize 2025 budget in December work session and board meeting.
2. **NEW BUSINESS:** None
3. **BILLS PAYABLE:** Refer toUnpaid Report;

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| **Action**: | “That the Board pays bills listed on statement of Unpaid *Operating* Fund Bills Detail totaling $21,473.49 (11/11/24), Unpaid *Capital* Fund Bills Detail totaling $18,961.92 (11/11/24) and Unpaid *Developer Escrow* Fund Bills Detail totaling $331.75 (11/11/24).” |
|  | **Motion:** | K Murphy | **Second:** | J McCloud | **Approved** |

1. **BOARD MEMBER’S REMARKS:**

O’Connell triggered discussion on the impact of the Lead and Copper Final Rule. Becker stated the final rule will no longer allow partial replacement of galvanized or lead pipe. If replacement of pipe from main to curb box reveals line into house is also galvanized or lead, both sides need replaced. Erb asked about the costs of pipe replacement due to the final rule and our current contract with Ebersole for pipe replacement.

Sheidy observed EAWA technicians in action with coordinated effort and shared work at hand. He commended our team for their work ethic.

McCloud welcomed new staff member Bailey Boyd, and extended best wishes to all for the Thanksgiving holiday.

Brewer asked if EAWA solicitor communicating with borough consulting firm, would facilitate approval of EAWA Lead and Copper Rule Improvements project. Becker said he will contact the borough manager to discuss.

**10. EXECUTIVE SESSION:** None

**11. ADJOURN: 8:22 PM**

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| **Action**: | “That the Board adjourns the regular meeting.” |
|  | **Motion:** | K Murphy | **Second:** | J McCloud | **Approved** |

Respectfully submitted,

D. Becker, PE, Authority Manager

***Approved at 12/9/2024 Meeting***