

EAWA WORK SESSION MEETING
January 3, 2018 - 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: Rich Sheidy, Keith Murphy, Jeff McCloud, Rick Erb, Chuck Brewer and David Lewis. Also present were George Alspach, Solicitor; Pete Lusardi, Engineer; Del Becker, Authority Manager; and Donna Bissinger, Administrative Assistant. Absent: Michele Powl, Business Manager and Jason Bock, Operations Manager. Members of the Public: none present.
2. **PUBLIC COMMENT:** None
3. **REORGANIZATION:** The floor was turned over to Alspach for nominations of board member positions. Nominations were taken and closed. The resolution for the reorganization of the EAWA 2018 board members is as follows: Dr. C. Dale Treese, Chair; Keith Murphy, Vice Chair; Jeff McCloud, Secretary; Rich Sheidy, Treasurer; Rick Erb, Assistant Secretary; Chuck Brewer, Assistant Treasurer; and David Lewis, Community Public Relations.

Action: "That the Board adopts Resolution 2018-1, approving Board Officers and terms for 2018."

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

The floor was returned to Treese. The resolution also included the appointment of professional service providers:

Action: "That the Board adopts Resolution 2018-1, approving the appointment of professional service providers and terms for 2018."

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

4. REPORTS:

a. Manager's Report:

- i. **SRBC Notice of Violation:** Was received on 12/14/2017 for exceeding maximum daily withdrawal from Well No. 7 (Rheems) on September 26, 2017. Withdrawals did not exceed the limit that day; reporting error due to a typo. An appeal has been filed with the Commission. 1/13/2018 SRBC will make a determination.
- ii. **Chemical Bid** - Public notification for 1/15/18; Deadline for receipt 1/31/18; Award on 2/7/18;
- iii. **2017 Year-end Billing figures** – Were provided to the board for their review. Becker noted that this year we will be servicing over 6000 accounts. Clarity was provided to the board for the following terms: Public - Schools and public entities; Government - Borough and ERSA; Parent Accounts - Multi meter accounts under one account.

b. Solicitor's Report

Alspach notified the board other bond council will be needed for future debt financing as the present council has retired. The chairman asked Alspach if he would research possible candidates.

c. Operations Manager's Report: Bock provided his monthly report of the past month's operations for the board. Brewer inquired if there was a way to identify on a map, main break problem areas. Becker informed the board we are using an asset management program on google maps that shows our water system and populates where breaks have occurred, so we can focus our resources.

d. Engineer's Report: Lusardi submitted to DEP to obtain a permit for the water main stream crossing on Spruce Street. Penn DOT gave approval for the connection on High Street. He submitted plans to the Authority Manager for review.

5. UNFINISHED BUSINESS:

i. Conoy Crossing Update: Hanover Engineering organized a meeting of the municipalities and authorities which was held on December 21, 2017 at West Donegal Township. Each expressed their concerns about the plans submitted for phase 3 of the project. The plans aren't matching their previous agreements with the builder. They would like the builder to honor these agreements.

ii. GSH provided an estimated engineering fee for Maytown Road water service extension.

6. NEW BUSINESS:

i. Resolution 2018-2: Provided to the board for their review.

Action: "That the Board adopts Resolution 2018-2, Authorizing and Approving Certain Officers to Execute Official Documents for 2018."

Motion: K Murphy **Second:** D Lewis **Approved**

ii. Resolution 2018-3: Provided to the board for their review.

Action: "That the Board adopts Resolution 2018-3, Authorizing and Approving Compensation Changes and Increases."

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

iii. Policy Manual Update: revised definition of Normal Work Week:

Current: "The normal work week for Authority employees is Monday through Friday. However, the Manager specifically retains the right to schedule work and the days and hours to be worked adjust to circumstances that may arise."

Proposed: "The normal work week for Authority employees is from 7:00 AM Monday through 6:59 AM the following Monday and consists of specific time period[s] in which EAWA employees will be scheduled specific hours of work for

routine duties and responsibilities and, as circumstances necessitate, hours of work for non-routine circumstances. The Manager specifically retains the right to adjust the work schedule and the days and hours to be worked to circumstances that may arise.”

Action: “That the Board approves the revision to Paragraph 2.5.2 of the EAWA Personnel Policy Manual, revising the definition of Normal Work Week.”

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

7. BOARD MEMBER’S REMARKS: Becker updated the board that Burke and Kalina recently passed certified operator exam modules. Sheidy and several board members expressed thanks to our operations staff for working out in the cold weather to repair main breaks. The Chairman communicated his pleasure of working with this board and his satisfaction for the work they have completed.

8. EXECUTIVE SESSION: None

9. ADJOURN: 7:25 PM

Action: “That the Board adjourns the work session meeting.”

Motion: D Lewis **Second:** J. McCloud **Approved**

Respectfully submitted,

D. Becker, Authority Manager

Approved at 02/12/18 Meeting