

EAWA WORK SESSION MEETING MINUTES
January 6, 2016 - 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 6:35 P.M. by Dr. C. Dale Treese. Members present: Keith Murphy, John Buch, Del Becker, Jeff McCloud, Rick Erb, and Chuck Brewer. Also present were George Alspach, Solicitor; Peter Lusardi, Engineer; Wayne DeVan, PWD; Mike Skelly, Authority Manager; and Michele Powl, Administrative Clerk. **Other Attendees:** Rich Sheidy.

2. PUBLIC COMMENT: None.

3. REORGANIZATION:

Nomination(s) & Elections:

Chair: Dr. C. Dale Treese

Action: "That the Board adopts Resolution 2016-1, approving Dr. C. Dale Treese as Chair."

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

Vice Chair: Keith Murphy;

Secretary: Jeff McCloud;

Treasurer: John Buch;

Assistant Secretary: Del Becker;

Assistant Treasurer: Richard Erb;

Community Public Relations: Charles Brewer;

Action: "That the Board adopts Resolution 2016-1, approving Board Officers as noted above."

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

Appointment of Professional Service providers:

Consulting Engineer: P. Lusardi, PE, GHD;

Solicitor: George Alspach, Esq.;

Certified Public Accountant: Trout, Ebersole & Groff;

Actuary for Pension: T. Zimmerman, Conrad Siegel Actuaries;

Financial Institution: Fulton Bank;

Authority Manager: Mike Skelly

Action: "That the Board adopts Resolution 2016-1, approving the appointment of Professional Service providers for 2016 as noted above."

Motion: K. Murphy **Second:** J. Buch **Approved**

- 4. REPORTS:** Skelly said he received the finalized insurance quote saving EAWA \$20K. He reminded the Board of an issue with Selective Insurance paying out a claim for \$10K for damage to a PPL line without notifying EAWA. Skelly said this along with other items prompted him to contact EAWA's insurance representative to shop for a different provider. The best quote was provided by Travelers Insurance.

Skelly noted each Board member received a copy of the State Ethic forms to complete and return to the staff.

Skelly stated staff met with Lusardi and Alspach to discuss Ironstone Ranch's (David Abel) proposal to connect to public water. Skelly said the number of EDU's needed has not been finalized. Treese asked about the water connection timeframe. Skelly said 2-4 months.

Chemical Bid - Skelly said for informational purposes the public notification is scheduled for 1/15/16, deadline for receipt is 1/29/16, and the bid will be awarded on 2/3/16. Brewer asked if prices will increase/decrease. Haldeman said prices should remain the same. Treese asked if there is a change in any of the chemicals. Haldeman said no.

2015 4th Quarter and Year-End Billing Figures - Skelly provided the Board with four reports. Skelly stated the first report is the Largest User Report. EAWA is required to post when the annual Securities Exchange Commission Reporting is done as it affects the S & P rating along with metrics and benchmarking. He said the theory is if 20-25% of your customer base is allocated to your top users, there is not enough diversity in your revenue. Skelly noted EAWA's top 20 users account for 14% of the revenue. Skelly said comparing the 2014 to 2015 gallons and revenue figures are down by 1.3%. Skelly stated 2015 Summary - Rate Tier Usage (billed) report provides a better idea of EAWA's billing rates. He said customers in the second lowest tier (3,001-25,000 gals.) are using 83% of usage (59% of revenue) and the two highest tiers (101,000-5 million gals. and over 5 million gals.) are using 1% of usage (26% of revenue). The 2015 Summary Customers, Type, and Usage (billed) shows 94% of customers are residential accounts (73% of gallons used) and 4% of customers are commercial/industrial accounts (17% of gallons used). Skelly noted the 4th Quarter – Rate Tier Usage report provides a picture of the usage by tier for the last quarter billed. EAWA typically bills \$720K per quarter and EAWA billed \$745K for the past quarter.

Review of Q1 – Q2 Projects - Skelly noted the items listed below will be the projects the board can expect to see in the next 6 months:

- Succession Plan implementation;
- Energy / Electrical / Process Control Audit;
- Anti-discrimination / harassment training per Employment Liability coverage (every 2-3 years);
- CRIM investment strategy presentation and direction;
- Helpdesk software for Operators;
- SRBC application for Rheems;

- Healthcare budget review;
- Water Main extension associated with proposed developments

Treese requested Skelly provide information on the Healthcare budget to the Board in late March to discuss at the April 6th meeting. Treese requested Fulton Financial conduct a presentation to the Board at the February 3rd meeting regarding the CRIM investment. Brewer asked if the Anti-discrimination / harassment training would be conducted in house or outsourced. Skelly said he and Grace Miller would provide to staff. McCloud asked if EAWA meets the insurance requirements if staff conducts the training. Skelly said he would verify.

Operations Manager's Report: Haldeman mentioned the following items: 1) water main break at 600 N Mount Joy St; 2) water terminations; 3) water terminations on behalf of ERSA; 4) Safe Water Phase 3 report is completed and John Bartols picked up the report. Bartols was assigned to EAWA to aid in the review and writing of the report. Haldeman stated EAWA is the first to do an assessment of the membranes. Haldeman said after Bartols reviews the report, Bartols would like Bixler, Haldeman, Ed (DEP) and him to meet to discuss the report. Haldeman said EAWA's assessment will be the lead for future organizations to follow; 5) Steve and Jason attended a coliform bacteria sampling course due to changes being implemented in April; 6) Maintenance work to be completed in January.

Occasional incidents of brown water / sedimentation in downtown - Haldeman said minerals had been settling in the water lines due to the large pump (1,000 GPM) being out of service for 8-9 months and the backup pump only produces 500 GPM. He said work was scheduled for the Buckingham tank and cancelled because of a disturbance causing brown water. Haldeman said he gave Michele Powl the flushing schedule for two weeks in both April and October to place on the website. He said he will work with Wayne DeVan to coordinate flushing the individual lines in each section (total of 20) each month. He said the system could not keep up and, in turn, created the brown water. Haldeman said the aggressive flushing should resolve the problem. Treese asked if the water cleared out for Groff's Meats. Haldeman said yes; he suggested to Frank at Groff's that they may want to invest in a filter system because he never knows when there may be a fire call and it disturbs the system creating brown water. Haldeman said EAWA has delivered drums of water to Groff's so they could continue the meat processing. Murphy asked how expensive the filter system may cost. Lusardi said around \$5-6K for a 1" water line service. Becker noted that the water is safe to drink. Haldeman said yes; the minerals in the water are being stirred back up and we have been aggressive with our testing. Brewer asked if there was a certain area affected by the brown water. Haldeman replied yes; the area served by this facility. Treese asked Haldeman to provide an update after the first flushing has been completed.

Public Works Director's Report: None.

Engineer's Report: None.

5. UNFINISHED BUSINESS: None.

6. NEW BUSINESS: None.

7. BOARD MEMBER'S COMMENTS: Treese stated he read in the newspaper that Mount Joy Township Supervisors granted a waiver for water service at 160 Hershey Rd. Haldeman said he saw the article; no one had contacted him to verify there was no water service at the property. Treese thought it was odd that the waiver was granted without contacting EAWA. Murphy asked if White Oak abandoned the purchase of the home in front of the old plant. Haldeman said yes; due to cost. Murphy asked if David Abel (Ironstone Ranch) dismissed the idea of an emergency exit through EAWA's property. Treese said Board was not interested in their proposal. Becker asked Skelly if the new exit off Rt. 283 will affect any of EAWA's wells or water lines. Skelly said no. He mentioned that the developer, Forino Builders is working on obtaining occupants for the commercial block (service station, larger restaurant, etc.).

8. EXECUTIVE SESSION: None.

9. ADJOURN: 7:20 PM

Action: "That the Board adjourns the work session meeting."

Motion: D. Becker

Second: J. McCloud

Approved

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 2/8/16 Meeting