

**EAWA WORK SESSION MEETING AGENDA**  
**April 5, 2017 - 6:30 PM**

**1. CALL TO ORDER:**

**2. PUBLIC COMMENT:**

**3. REPORTS:**

**a. Manager's Report:**

- i. Audit Presentation** – Sean Post and Nicole Cradic, Trout, Ebersole & Groff will present results of 2016 Audit at April 10 meeting;
- ii. GHD Proposal of Engineering** – replacement of water main on portions of Spruce / Locust Streets within Borough. See attached proposal.

**Action:** “That the Board approves the GHD Proposal for Spruce Street Water Main Replacement engineering services in the amount of \$48,000.00.”

**Motion:**

**Second:**

- iii. DEP Proposed Annual Fees for Public Water Systems** – see the attached proposed rulemaking being discussed with the Legislature. If enacted, fees for EAWA would range from \$10,000 to over \$20,000 per year.
- iv. Helpdesk Implementation Update** –Cell phones have been replaced with smart phones at no additional cost to the Authority. Next step is for software selection and implementation.

**b. Operations Manager's Report:**

**c. Engineer's Report:**

**4. UNFINISHED BUSINESS:**

**5. NEW BUSINESS:**

- i. Personnel Policy Manual** – Accrued Sick Leave Payments, see attached memo for discussion

**Action:** “That the Board approves revision of Paragraph 5.3.2 to Article 5 of the Personnel Policy Manual”

“Upon an employee's termination and in recognition of their service to the Authority, the Board may consider payment – under no obligation - to an employee for ½ of the total number of the accrued Sick Days, not to exceed a maximum of 75 days, as follows:

<i>Years of Service</i>	<i>Percentage of Accrued Sick Day Availability for Payment Upon Termination (maximum of 75 days)</i>
<i>0 to 5</i>	<i>Zero</i>
<i>6 to 10</i>	<i>25%</i>
<i>11 to 15</i>	<i>30%</i>
<i>16 to 20</i>	<i>35%</i>
<i>21 to 25</i>	<i>40%</i>
<i>Over 25</i>	<i>50%</i>
<i>“</i>	

**Motion:**

**Second:**

**6. BOARD MEMBER’S REMARKS:**

**7. EXECUTIVE SESSION:**

**8. ADJOURN: \_\_\_\_\_ PM**