

**EAWA BOARD MEETING MINUTES**  
**September 12, 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 6:30 P.M. by Dr. C. Dale Treese. Members present: Keith Murphy, Rich Sheidy, Rick Erb, Chuck Brewer, and Jeff McCloud. Also present were George Alspach, Solicitor; Mike Skelly, Manager; Del Becker, Manager and Michele Powl, Administrative Clerk. Members of public: Stan Daubert

**2. PLEDGE OF ALLEGIANCE TO THE FLAG:**

- 3. PUBLIC COMMENT:** Stan Daubert expressed his appreciation to Mike Skelly for his management leadership role in conjunction with the Board, office staff, Gene, Steve and Wayne in continuing the long standing water company history of providing safe, clean, reliable and high quality drinking water for Elizabethtown residents. Stan expressed his gratitude to John Buch, as families were close friends, and the service he did in Elizabethtown. Specifically, John was a charter member for 11 years with EAWA along with Keith Murphy. Stan shared a personal story of how John touched his life.

**4. APPROVAL OF PREVIOUS MINUTES:**

**Action:** "That the Board approves the WS Meeting Minutes of 8/3/16 and Board Meeting Minutes of 8/8/16, as presented."

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

**5. REPORTS:**

**a. Manager's Report:**

**Action to make EAWA Board the Trustee for Act 205 Pension:** Skelly said with regards to recent paperwork Conrad Siegel directed EAWA to provide for a new resolution designating the Board as the new trustee.

**Action:** "That the Board approves Resolution (2016-3) regarding EAWA Employees Pension Plan, designating the Board as the Trustee for the said plan, as prepared by Conrad Siegel Actuaries."

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

There was a brief discussion regarding fiduciary responsible. Alspach advised the Board that this is standard practice for a Board to be named the trustee and a person needs to be named to sign the documents.

The Board amended the resolution authorizing Jeff McCloud, as Board Secretary, to execute documents regarding the Trust Agreement:

**Action:** "That the Board amends the previous motion for Resolution (2016-3) regarding EAWA Employees Pension Plan, and authorize Jeff McCloud, Board Secretary, to execute documents regarding the Trust Agreement, as prepared by Conrad Siegel Actuaries."  
**Motion:** R. Sheidy      **Second:** K. Murphy      **Approved**

**Cornwall (Quarry) Recreation Inc. Addendum Agreement:** Skelly stated EAWA has not received the check but it is his understanding that they are committed to doing it. Alspach said he sent an email and was advised it is in process.

**Action:** "That the Board conditionally approve Addendum to the Agreement with Cornwall Recreation Inc. for the time extension to complete the sale of the reservoir lands, save and except the water rights, and subject to the receipt of \$25,000, prior to December 7, 2016."  
**Motion:** K. Murphy      **Second:** C. Brewer      **Approved**

b. **Operations Manager's Report:** Treese mentioned the sale of the Borough's dump truck is listed on the Borough Council agenda.

c. **Public Works Director's Report:** None.

d. **Engineer's Report:** None.

e. **Financial Reports:**

- i. Paid Bills Detail (Operating Fund) (8/22/16) distributed with package (\$53,200.59 for balance);
- ii. Paid Bills Detail (Capital Fund) (8/8/16) distributed with package (\$3,042.70 for balance);
- iii. Statement of *Operating* Revenues & Expenditures for period of AUG YTD, distributed with package. Income: \$3,076,258.10 (inc. fund balance), Expenditures: \$1,410,644.94 (inc. debt principal & interest);
- iv. Statement of *Capital* Revenues & Expenditures for period of AUG YTD, distributed with package. Income: \$3,978,708.63 (inc. fund balance), Expenditures: \$174,163.04;

**Action:** "That the Board accepts the AUG Operating Statement of Revenues & Expenditures (Actual vs. Budget), and Capital Fund Report."  
**Motion:** K. Murphy      **Second:** C. Brewer      **Approved**

Skelly distributed the Income & Expense Report for Operating and the Monthly Bank Reconciliation to assist with budget preparation at the special meeting on 9/17/16.

**6. UNFINISHED BUSINESS: Full Cost Recovery** – Skelly provided a list of EAWA’s top 20 largest users. Skelly asked for clarification as to the other information that was requested. He asked was asked to compare our average bill to median average household and provide an overall survey of how we compare with other water utilities in the larger region of Central PA. Treese said to provide both.

**7. NEW BUSINESS:** None.

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

**Action:** “That the Board pays bills listed on the statement of Unpaid Operating Fund Bills Detail totaling \$44,814.62 (9/12/16) and Capital Fund Detail \$47,395.33 (9/12/16).”

**Motion:** R. Sheidy      **Second:** J. McCloud      **Approved**

**9. BOARD MEMBER’S REMARKS:** Brewer thanked Daubert for his comments on John Buch and indicated he would be missed. Erb had no comments. McCloud asked about the WDT Board position. Becker said he sent his resignation to WDT effective 9/9/16. Treese said John Buch was a great guy and valued board member; he thanked Stan Daubert for his comments about John. Sheidy had no comments. Murphy had no comments.

**10. EXECUTIVE SESSION:** None.

**11. ADJOURN: 7:09 PM**

**Action:** “That the Board adjourns the regular meeting.”

**Motion:** C. Brewer      **Second:** J. McCloud      **Approved**

Respectfully submitted,

D. Becker, Authority Manager

***Approved at 10/10/16 Meeting***