

EAWA WORK SESSION MEETING MINUTES
November 1, 2017 - 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, Jeff McCloud, Keith Murphy, Rick Erb, Chuck Brewer and David Lewis. Absent: None. Also present were George Alspach, Solicitor; Del Becker, Authority Manager; Jason Bock, Operations Manager; Peter Lusardi, Engineer; and Donna Bissinger, Administrative Assistant. Members of the Public: none present. The Board welcomed the newest board member, David Lewis, representing West Donegal Township to the Board.

2. PUBLIC COMMENT: None.

3. EXECUTIVE SESSION: The Board met in Executive Session on October 11, 2017.

4. MANAGER'S REPORT: Becker reported bids for the 2003 GMC Van and 2005 Ford F-250 vehicles were made available for bid on Municibid, a municipal-focused auction site. Bids were received on October 26, 2017 as follows: 2003 GMC Van: \$3,400.00, Mr. Glenn Reddshaw, Wind Gap, PA; 2005 Ford F-250: \$4,350.00, Mr. A.P. Stankiewicz, Wayne, PA. The EAWA staff recommends approval of the bids.

Action: "That the Board accepts the Bids received on October 26, 2017 for the 2003 GMC Van in the amount of \$3,400.00 and the 2005 Ford F-250 in the amount of \$4,350.00."

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

EAWA staff met with the Masonic Village. They would like the Masonic South Side Improvements to be connected to EAWA. The commercial buildings would be on EAWA water and residential on the Masonic Village water system as previously agreed when Sycamore Square was originally developed.

OPERATION'S MANAGER REPORT: Bock presented his monthly report. He reported a couple of small service leaks that were repaired and answered any additional questions the board regarding operations. Sheidy asked for an up-date on our operator training. It was reported that our in-house training is going well and those operators that need excavation training are being sent to PA One Call in Carlisle.

5. ENGINEER'S REPORT: Lusardi stated that the Spruce St. water main project may need a temporary construction easement at the stream crossing and a DEP Stream Crossing General Permit. Becker requested that additional pipe be added on Willow Street while they are working on this section. Lusardi included this addition in an amended proposal.

Action: “That the Board approves the amended not-to-exceed design fee to include replacement of additional pipe on Willow Street”.

Motion: K. Murphy **Second:** C. Brewer **Accepted**

Lusardi reported he met with the authority and operations managers on the disposition of the former Clearwell Water Treatment Plant site. He will develop alternative plans for usage of the site.

6. **UNFINISHED BUSINESS:** Becker reported The Policy Manual Subcommittee: met to discuss possible revisions / modifications on October 24. They will meet again to refine the manual’s language.

Draft Budget: Becker provided minor revisions to the budget and answered any questions the board had concerning those revisions. Treese indicated that the Board may consider approval at the regular November meeting.

Open Operator in Training Position: Becker stated the interviews have been completed and they will be making an offer to hire Andy Anderson.

7. **NEW BUSINESS:** Becker sent a request for Proposals for an Auditor. A request for proposals was provided to four (4) firms. A response is due on November 30, 2017. All four companies indicated that they will propose. The Board was provided with copies of the Request for Proposals for Professional Audit Services. Alspach commented these four companies actively seek this type of work and are qualified.

8. **BOARD MEMBER’S COMMENTS:** Brewer welcomed David Lewis, our new Board Member. Murphy commented that the Board may wish to have GHD provide an estimate on the improvements for Maytown Road from the proposed connection with Masonic Drive by Conoy Crossing to the Amtrak bridge.

9. **ADJOURNED FOR EXECUTIVE SESSION: 7:20**

10. **EXECUTIVE SESSION:** Board met to discuss personnel matters.

11. **ADJOURN EXECUTIVE SESSION & MEETING: 8:10 PM**

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

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

Respectfully submitted,

D. Becker, Authority Manager

Approved at 12/11/17 Meeting