

EAWA BOARD MEETING MINUTES
February 8, 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, John Buch, Rick Erb, Jeff McCloud, Chuck Brewer, and Del Becker. Also present were George Alspach, Solicitor; Mike Skelly, Manager; Gene Haldeman, Operations Manager; and Michele Powl, Administrative Clerk. **Other Attendees:** None.

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

3. PUBLIC COMMENT: None.

4. APPROVAL OF PREVIOUS MINUTES:

Action: "That the Board approves the WS Meeting Minutes of 1/6/16 and the regular Board Meeting Minutes of 1/11/16, as presented."

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

5. REPORTS:

a. Manager's Report:

Revision of Chemical Bid - Skelly received an email from Univar on Friday afternoon. Univar stated that after touring EAWA's facilities, they determined our facilities did not meet their delivery and safety requirements and wanted to withdraw their bid for Sodium Hypochlorite. Skelly said our main facilities do provide the required eyewash stations, but not the well houses. Skelly tried to contact Univar about reconsidering but was unsuccessful. He said he and Wayne were at Wells 3 & 4 conducting safety inspections when Aqua Chemical arrived to deliver Sodium Hypochlorite. Skelly talked to the driver about their safety protocols. The driver said his vehicle was equipped with a safety kit. Skelly said the two companies appear to have different interpretations of the safety requirements. Skelly spoke to Alspach, and he said it was fine to accept the second bid from Aqua Chemical. Haldeman said Aqua Chemical delivered to EAWA for the past 8-10 years on an automatic delivery schedule without any difficulties. Treese advised Skelly to notify Univar that we accept their decline.

Action: "That the Board approves the Aqua Chemical bid for \$2.16 per gallon for Sodium Hypochlorite."

Motion: D. Becker **Second:** J. Buch **Approved**

Review Draft Copy of Annual Driver Record Policy - Skelly said the new insurer strongly encouraged us to reinstitute the policy. It applies to all operators, Business Manager, and Authority Manager. He would like to review annually

before yearly performance review. There was a discussion about the policies of renewing CDL's. Treese asked Skelly to review PennDot's policy.

Follow-up on 2/3 CRIM Presentation - Treese said EAWA has the best investment option available, Certificate of Deposit's, based on the current market.

b. Operations Manager's Report:

c. Public Works Director's Report: None.

d. Engineer's Report: None.

e. Financial Reports:

- i. Copies of Paid Bills statement (1/26/16) distributed with the package (\$99,837.00 for balance).
- ii. Statement of Revenues & Expenditures for period of JAN YTD, distributed with package. Income: \$1,326,417.99 (inc. fund balance), Expenditures: \$218,439.55 (inc. debt principal & interest); Direction to withdraw \$28,492 for KBI bill from Capital Fund;

Action: "That the Board accept the JAN Statement of Revenues & Expenditures (Actual vs. Budget)."

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

Skelly noted an unexpected expense listed under item #428.434 Pumps-Maintenance & Repairs for Kohl Brothers for \$28,492 to replace the pump in the old water treatment plant that occurred in December when we had the issues with dirty water in the surrounding area of the water treatment plant. It wasn't anticipated or budgeted for, but it was crucial to the operation. Haldeman ordered and replaced. Skelly said the type of expense is unlike the well houses where Haldeman has a replacement schedule of 5-7 years, and the costs are operational. Skelly requested Board withdraw the funds from the Capital Fund for the pump since there is a longer life expectancy on the pump of 15-20 years. Board approved Skelly's request. Becker noted the rebuilt motor costs considerably less than a new pump. Treese inquired about a warranty. Haldeman said he would check and advise the Board.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS: None.

8. BILLS PAYABLE: Refer to Unpaid Report;

Action: "That the Board pay bills listed on the statement of Unpaid Bills Detail (2/8/16), totaling \$27,265.47."

Motion: J. Buch **Second:** D. Becker **Approved**

9. BOARD MEMBER'S REMARKS: McCloud reflected upon Murphy's comments from the last meeting about plowing the snow at EAWA's facilities before assisting the Borough and agreed that EAWA's facilities should come first to avoid potential problems. Haldeman and Skelly said they discussed the plowing with Wayne DeVan and Jeff Kinsey. Murphy asked if we charged Kettering for the correct number of units. Skelly said yes.

10. EXECUTIVE SESSION: None.

11. ADJOURN: 7:04 PM

Action: "That the Board adjourns the regular meeting."

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

Approved

Respectfully submitted,

M. Skelly, Authority Manager

Approved at 3/14/16 Meeting