

EAWA BOARD MEETING MINUTES
April 10, 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: Jeff McCloud, Rich Sheidy, Rick Erb, and Chuck Brewer. Absent: Keith Murphy. Also present were George Alspach, Solicitor; Del Becker, Authority Manager; and Michele Powl, Business Manager; and Melissa Read, Temp. Members of public: none present. Other attendees: Nicole Cradic and Sean Post; Trout, Ebersole & Groff, LLP.

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 3/1/17 and Board Minutes of 3/13/17, as presented."

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

5. REPORTS:

a. Manager's Report:

2016 Audit Presentation - Becker introduced Nicole Cradic and Sean Post, Trout, Ebersole & Groff, to present the results of the 2016 audit. Cradic stated the audit went well even though there were changes in staff. Post noted the audit period ended on December 31, 2016, EAWA received a clean opinion under the new Government Accounting Standards Board (GASB), and it was based on a modified cash basis; a minor change from previous years. Post indicated Operating expenses were down overall. Post thanked Becker and Powl for organizing the files for the audit.

Cradic noted there is still some restricted money remaining in the debt service fund borrowed for capital projects. Cradic indicated it would be to EAWA's benefit to use them as soon as possible. Cradic stated there have been good changes since last year including reducing the number of funds and bank accounts. EAWA also streamlined Quickbooks, which divided the funds into separate companies, and made them easier to track. Cradic stated that EAWA may want to transfer funds over to Cap Reserve to pay off some debt. Becker stated that Chris Gibbons will notify him after researching that option. Becker stated EAWA will file a report that the auditors generated with the DCED prior to May 1st.

Action: "That the Board accepts the audit report as presented. "

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

Customer, Production & Usage Report 1Q17 - Becker stated that the customer usage report is included in the packet. Billed water was down last year. The number of connections has slightly increased. Because of the number of breaks this year, unaccounted water has increased slightly. Sheidy asked about increased revenue from Mars. Becker stated that there was a rate increase for Mars in June 2015. It generated more revenue in 2016. Becker will present a report on that in the coming months.

Featherton Crossing Phase 4 - Becker stated that Featherton Crossing submitted preliminary review plans for Phase 4 to EAWA and Mount Joy Township. This phase will include 45 single family homes just off of Schwanger Rd., to the east of the most current apartments. With this, in addition to the Hoffer track, and other developments in the area, EAWA will add over 300 EDUs. Phase 4 will have no commercial units. Becker stated that when this phase is completed, there will be about 800-900 EDUs added

Featherton Crossing Phase 2B - Becker stated that Forino requested a reduction in their letter of credit for water improvements in the apartment complex. All of the work has been completed and inspected.

Action: "That the Board approves a reduction in the Letter of Credit from \$43,048.75 to \$5,870.28 for the 18 Month Warranty Period."

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

Lancaster Newspaper Article - Becker stated there was a newspaper article printed regarding utility companies in Lancaster County. Becker indicated that the article seemed to lump all of the authorities in the same category as shady. The article gave negative examples of other authorities in the state. Treese indicated that, overall, it was a negative article.

- b. **Operations Manager's Report:** Becker stated Haldeman was not in attendance due to being ill. Becker indicated the techs will insert two new valves near Lucky Duck on N. Market St. Water flushing starts on April 16 for two weeks and will take place at night to minimize dirty water complaints. Becker stated that the Borough does not appear to have an issue with the proposed engineering project on Spruce and Locust Streets. He will have a more detailed discussion with the Borough, and provide the Board with a full report.
- c. **Engineer's Report:** None.
- d. **Financial Reports:**
 - i. Paid Bills Detail (*Operating Fund*) (3/23/17) distributed with package (\$109,496.96 for balance);
 - ii. Statement of *Operating* Revenues & Expenditures for period of MAR YTD, distributed with package. Income: \$1,569,952.68 (inc. fund balance), Expenditures: \$551,447.28 (inc. debt principal & int.);

Action: "That the Board accepts the MAR Statement of Operations Revenues & Expenditures (Actual vs. Budget)."
Motion: J. McCloud **Second:** C. Brewer **Approved**

- iii. Statement of *Capital* Revenues & Expenditures for period of MAR YTD, distributed with package. Income: \$3,950,156.87 (inc. fund balance), Expenditures: \$118,613.12;

Action: "That the Board accepts the MAR Statement of *Capital* Revenues & Expenditures (Actual vs. Budget)."
Motion: C. Brewer **Second:** R. Erb **Approved**

6. **UNFINISHED BUSINESS: Personnel Policy Manual** - Treese stated that there is no rush to make a decision on this issue. He appointed Brewer & Sheidy to work with Becker to discuss options to modify the sick leave policy.

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 \$37,466.64 (4/10/17)."
Motion: J. McCloud **Second:** R. Sheidy **Approved**

9. **BOARD MEMBER'S REMARKS:** Treese stated that EAWA mentioned the rain garden in the Borough newsletter, and McCloud mentioned it at the Borough Council meeting. Treese asked Becker if he had contacted any boy scout or girl scout troops to help with this project. Becker indicated he reached out to Troop 117 to help with the rain garden planting. Treese thanked staff for all their work on the audit.

10. **EXECUTIVE SESSION:** None.

11. **ADJOURN:** 7:21 PM

Action: "That the Board adjourns the regular meeting."
Motion: R. Sheidy **Second:** C. Brewer **Approved**

Respectfully submitted,

D. Becker, Authority Manager

Approved at 5/8/17 Meeting