

EAWA WORK SESSION MEETING MINUTES
APRIL 1, 2020 - 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. Dale Treese. Members present in-person and by teleconference: Rich Sheidy, Jeff McCloud, Keith Murphy, Rick Erb, Chuck Brewer and John O'Connell, Board Members. Also present was Del Becker, Authority Manager, George Alspach, Solicitor. Absent: Michele Powl, Business Manager; Jason Bock, Operations Manager; Pete Lusardi, Engineer; and Donna Bissinger, Administrative Assistant. Members of the Public: None
2. **PUBLIC COMMENT:** None
3. **REPORTS:**
 - a. **Manager's Report:**
 - i. **Customer Accommodations during the COVID-19 Outbreak:** Several measures were discussed regarding customers experiencing financial difficulty as a result of the pandemic. The Board concurred with placing a moratorium on shutoffs and service terminations for non-payment and expansion of payment assistance plans. The Board requested that Becker develop a statement for insertion in the late payment notice regarding non-payment late fees and penalties.
 - ii. **Modified Authority Operation:** Becker discussed with the Board modifications made to daily operation. Measures include closure of the Authority office and facilities to the general public, workplace practices to encourage social distancing, suspension of non-emergency in-home and business operations, and modification of the work schedule to a team structure.
 - b. **Operations Manager's Report:** will be provided for the Board Meeting on April 13;
 - c. **Engineer's Report:** will be provided for the Board Meeting on April 13.
4. **UNFINISHED BUSINESS:**
 - a. **2019 Audit:** Becker will provide copy of the draft Audit and auditor's presentation prior to the April 13 meeting.
5. **NEW BUSINESS:** None
6. **BOARD MEMBER'S REMARKS:** The Board encouraged the Authority Staff to continue to take measures needed to remain healthy. Murphy recommended disinfection of Authority vehicles as an added measure.
7. **EXECUTIVE SESSION:** None

8. ADJOURN: 6:50 PM

Action: "That the Board adjourns the work session meeting."

Motion: K Murphy

Second: R. Erb

Approved

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at the 5/11/2020 Meeting