

**EAWA WORK SESSION MEETING MINUTES
NOVEMBER 4, 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 Dale Treese, Chairman. Members present: Keith Murphy, Jeff McCloud, Rich Sheidy, Chuck Brewer and John O’Connell, Board Members. Also present were Del Becker, Authority Manager, George Alspach, Solicitor, Jason Bock, Operations Manager. Absent: Rick Erb, Member; Michele Powl, Business Manager; Donna Bissinger, Admin Assistant; and Pete Lusardi, Engineer. Members of the Public: None
2. **PUBLIC COMMENT:** None.
3. **REPORTS:**
 - a. **Manager’s Report:**
 - i. **Mount Joy Township WTP Booster:** time extension due to equipment delivery delay due to COVID-19. Project is substantially complete.

Action: “That the Board approves Change Order No. 5 for a no-cost time extension of Agreement to December 1, 2020.”

Motion: K Murphy **Second:** J McCloud **APPROVED**
 - ii. **Lancaster County Water Supply Forecast:** Becker indicated that the report had been prepared by the SRBC for the Lancaster County Planning Commission as part of their 2040 Planning Effort. In summary, main take away from the report is that the EAWA system is forecast to have sufficient capacity throughout the planning period and is one of the few in the County in good shape regarding existing capacity.
 - b. **Operations Manager’s Report:** Bock briefed the Board on Operations and provided his report. Crews have been focused on surface restorations while asphalt plants still operating. Winterization of facilities has started as well. Recent rain has helped the wells stabilize but the water levels are still down. Becker indicated that as discussed last month, it was unlikely that pumping from the Quarry would be required this calendar year because of the recent rain. Murphy inquired about the McDonald’s Service Line replacement. Becker indicated that he had met with Leo Kob to discuss the replacement. Leo Kob indicated they would like to drill from the McDonald’s to the main. Issues with the adjacent properties have delayed the shutdown for the construction and it is unlikely to shut down this calendar year. Kob would prefer to wait for the shutdown. Becker is contacting McDonald’s for property access to do the directional drill. No comments were received from the Board.
 - c. **Engineer’s Report:** Becker briefed the Board on Peter Lusardi’s promotion at GHD that will result in a need for a new Engineer to serve the Authority. Cindy Zawrotuk will

be the new point of contact with GHD effective in December 2020. Becker indicated the line replacement project will be concluding with restoration work now beginning.

4. UNFINISHED BUSINESS:

- a. **2021 Operations and Capital Budget:** The Board continued discussion of the budgets for 2021. Becker indicated that comments from Brewer had been received and were incorporated into the most recent version provided for review. Brewer inquired about the increase in the incentive program budget. Becker indicated the amount was adjusted due to higher operations staff salaries. Total revenue from water sales was discussed. Becker discussed a need for additional operational chemical analysis to aid in treatment. An increase of e-payment fees has occurred with the pandemic but is still less than the current budget. The new billing software has features to reduce the fees while encouraging more people to pay electronically. Becker stated that the process of switching to the new billing software had started. Regarding the Capital Budget, Becker indicated there had been some slight modifications to the Capital Budget for next year including new roofing on both the Farmland Drive building and Well No. 3. The pipe replacement project for 2021 was discussed with the locations shown on the GIS, which will consist of replacing mains in Rheems and relocating service connections on College Avenue in the Borough. The Chairman discussed with the Board his thoughts regarding establishing a capital reserve amount to be maintained to ensure the ability to address future capital needs. After discussion, the Chairman asked that Becker work with Alspach to draft a policy and resolution for the Board to consider starting in January. The Chairman recommended the Board move to adopt the Budgets at the November 9 Board Meeting.

5. NEW BUSINESS: None

6. **BOARD MEMBER'S REMARKS:** There were no Board Member remarks; Sheidy indicated he would be happy to serve as a Board Member for the Borough if so appointed.

7. **EXECUTIVE SESSION:** The Board adjourned for Executive Session at 8:09 PM to discuss personnel. The Board reconvened at 8:59 PM. No action was taken during the Executive Session.

8. ADJOURN: 9:09 PM

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

Motion: K Murphy **Second:** C Brewer **APPROVED**

Respectfully submitted,

D. Becker, PE, Authority Manager

Approved at the 12/14/2020 Meeting