

**EAWA WORK SESSION MEETING MINUTES  
DECEMBER 01, 2021 - 6:30 PM**

1. **CALL TO ORDER:** The EAWA Board meeting was called to order at 6:30 P.M. by Dale Treese, Chairman. Members attended both in-person and remotely, present: Rich Sheidy, Rick Erb Jeff McCloud, John O’Connell, and Chuck Brewer. Also, present were: Del Becker, Authority Manager; Cindy Zawrotuk, Engineer; George Alspach, Solicitor; and Donna Bissinger, Admin Assistant. Not present: Jason Bock, Operations Manager; Michele Powl, Business Manager; and Keith Murphy board member. Members of the Public: None

2. **PUBLIC COMMENT:** None

3. **REPORTS:**

a. **Manager’s Report:**

i. **Borough Snow Plowing:** The Borough bid services for snow plowing and received no bids and has inquired if EAWA could assist Borough for upcoming winter. EAWA has not assisted in several years. Our insurance provider has recommended that an agreement be put in place and the Borough solicitor is drafting an agreement. EAWA facilities would take priority for EAWA staff.

ii. **1376 Campus Road Development Ability of Serve:** A 480-unit development, draft Ability to Serve letter was provided for review by the board.

**Action:** “That the Authority confirms it has the ability to serve the proposed development.”

**Motion:** J McCloud      **Second:** J O’Connell      **Approved**

b. **Operations Manager’s Report:** Report will be provided at the December 13 meeting; DEP inspection of the filter plant to be held on December 16 -17.

c. **Engineer’s Report:** Developer reviews were completed for Westbrook Phase IV and letter noting approval was issued to the developer. The Water Main project has been finalized and posted to PennBid Nov. 23<sup>rd</sup>. Bids will open on Dec.21<sup>st</sup>. GHD met with PennDOT and submitted applications for the Market St portion of the project. Miscellaneous plant upgrades cost preliminary assessment have been revised and will be submitted to the Authority Manager for review. The upgrades include stream bank restoration, second intake from the reservoir and relocation of supply skids. Becker informed the board that the TTHM levels have been in compliance for several weeks. This has been posted on EAWA’s website and the necessary paper work has been filed with DEP.

#### 4. UNFINISHED BUSINESS:

- i. **Updated Draft 2022 Operations and Capital Budgets:** Becker reviewed the modifications to the budget since the previous version distributed for Board review and discussion. Treese inquired how revenue numbers were developed. Becker indicated the revenues presented were the revenue that was needed and that either the new rate structure would be used or the existing rate structure would need to be revised. O'Connell indicated that inflation may impact costs. Becker indicated that there was some adjustment to the budget based on this but most future costs as of yet are unknown. Brewer inquired about the new bill mailing service and how that impacted the budget. Becker stated that other line items in the budget were lowered to offset the new expense. On the Capital Budget, Becker said he had added a line item to update the SCADA system due to outdate equipment that is no longer supported. Both the radio system and PLCs require replacement. Some of the PLCs are approaching 30 years in age. The new PLCs will not communicate with the new PLCs necessitating the need to upgrade the radio system. The Board consensus was to approve both budgets at the next meeting.
- ii. **Revised Rate Structure:** Treese indicated he had met with Becker to discuss long term needs for capital and the revised rate structure and indicated that both needed to be mindful of the capital reserve and operational costs. A discussion was held with the Board regarding revising the current decreasing block rate structure and revising the rate structure to include a base service fee and a usage charge where the customer pays for all water used. Scenarios were presented for a revenue neutral projection under both the current and revised rate structure. Treese indicated the Board should consider eliminating the decreasing block structure and moving to one where the customers pay the same rate for all water used regardless of the quantity consumed. Becker indicated that the new rate structure would allow the Authority to move toward that goal and that customer education would be needed. The consensus of the Board was to move forward with the new rate structure and to reevaluate the impact at the end of next year.

5. **NEW BUSINESS:** None

6. **BOARD MEMBER'S REMARKS:** None

7. **EXECUTIVE SESSION:** None

**8. ADJOURN: 8:40 PM**

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

**Motion:** R Sheidy

**Second:** J McCloud

**Approved**

Respectfully submitted,

D. Becker, PE, Authority Manager

**Approved at the 1/10/2022 Meeting**