

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Announcements - Chairman
  - A. An Executive Session under Section 708(a)(5) of the Sunshine was held today at 4:00 PM to discuss potential litigation regarding contracted services and personnel matters.
  - B. The Second Public Hearing relative to the Proposed Sale of the Clarks Valley Watershed was held February 10<sup>th</sup> at 6:00 PM at the Dauphin County Agriculture and Natural Resources Center located at 1451 Peters Mountain Road, Dauphin, PA 17018. There was a good turn-out of the public.
  - C. Next regular meeting is scheduled for Wednesday, March 25, 2015 at 6:00 PM.
- III. Staff Reports
  - Chief Executive Officer
  - Chief Financial Officer
  - Director of Engineering
  - Director of Operations
  - Director of Administration
- IV. Consultant Reports
  - Q&A and additional information as necessary
- V. Minutes of Previous Meetings:
  - Approve January 28, 2015 Regular Meeting/1<sup>st</sup> Public Hearing minutes
- VI. Modifications or Deletions to the Agenda
- VII. Public Comments - Agenda Items (3 minutes)
- VIII. Old Business

**GENERAL/ADMINISTRATIVE:**

**A. Payout of Excess Paid Time Off (PTO):**

**Motion:** The Board approves the one time payout of up to \$\_\_\_\_\_ for earned but unused paid time off for CRW Non-Bargaining Unit employees in accordance with the following terms. This payout is for accrued paid time off in excess of established maximums associated with (1) THA and City management practices prior to the 2013 transition and (2) the change to a Leave Time policy enacted by the CRW Board effective January 1, 2015.

- For all Non-Bargaining Unit employees: \$\_\_\_\_\_ as of December 31, 2014 adjusted for any 2014 paid time off used during January 2015.
- All payouts shall be at the employees' 2014 base pay rate.

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- Funding Source: Admin Fund: Accrued Leave: GL Accounts: Sewer #2046; Water #2045; Admin #2021.

IX. New Business:

**GENERAL/ADMINISTRATIVE:**

**A. Lease Agreement for Office Space – 5<sup>th</sup> Floor Locust Court Building:**

**Motion:** The Board authorizes the CEO to negotiate and execute a Lease Agreement for new office space located on the 5<sup>th</sup> Floor at 212 Locust Street, Harrisburg, Pennsylvania.

**FINANCE:**

**A. Metro Bank:**

**1. 2015 Incumbency Certificate with Metro Bank:**

**Motion:** The Board authorizes the execution of the 2015 Incumbency Certificate for Metro Bank.

**2. Authorization to Open Account - 2015 Pennvest Water Account #2844264735 at Metro Bank:**

**Motion:** The Board authorizes the appropriate officers to execute Bank Resolution and Signature Cards to open the new Account #2844264735 with Metro Bank titled 2015 Pennvest Water Account.

**3. 2015 Signature Cards w/Metro Bank:**

**Motion:** The Board authorizes the Chairperson, Vice Chairperson, Secretary, Treasurer and CEO/Assistant Secretary-Treasurer to execute the appropriate Bank Resolution and Signature Cards with Metro Bank to reflect the current 2015 officers.

**B. M & T Bank:**

**1. Ratifying Authorization to Open Account - 2014 Pennvest Sewer Loan Account #9861684190 w/M & T Bank:**

**Motion:** The Board ratifies the previous execution of Bank Resolution and Signature Cards to open the new Account #9861684190 with M & T Bank dated 7-16-14 by CRW's Chief Financial Officer and CEO. The Board further authorizes M & T Bank to identify the title of the account as 2014 Pennvest Sewer Loan Account.

**2. Ratifying Authorization to Open Account - 2014 Letter of Credit #986168208 w/M & T Bank:**

**Motion:** The Board ratifies the previous execution of Bank Resolution and Signature Cards to open the new Account #986168208 with M & T Bank dated 7-16-14 by CRW's Chief Financial Officer and CEO. The Board further authorizes M & T Bank to identify the title of the account as 2014 Letter of Credit.

3. **2015 Incumbency Certificate with M & T Bank:**  
**Motion:** The Board authorizes the execution of the 2015 Incumbency Certificate for M & T Bank.
  
4. **2015 Signature Cards w/M & T Bank Acct #9861684190 and 986168208:** The Board authorizes the Chairperson, Vice Chairperson, Secretary, Treasurer, CEO/Assistant Secretary-Treasurer and CFO to execute the appropriate Bank Resolutions and Signature Cards with M & T Bank to reflect the current 2015 officers and to add additional personnel to the accounts to include the CFO for authorization of transactions not included within the Incumbency Certificate authorization.
  
- C. **2015 Incumbency Certificate with The Bank of New York Mellon Trust Co., N.A.:**  
**Motion:** The Board authorizes the execution of the 2015 Incumbency Certificate with The Bank of New York Mellon Trust Co., N.A,
  
- D. **Fulton Bank:**
  1. **Authorization to Execute 2015 Signature Cards w/Fulton Bank:**  
**Motion:** The Board authorizes the Chairperson, Vice Chairperson, Secretary, Treasurer and CEO/Assistant Secretary-Treasurer to execute the appropriate Bank Resolution and Signature Cards with Fulton Bank to c to reflect the current 2015 officers.
  
  2. **2015 Incumbency Certificate with Fulton Bank:**  
**Motion:** The Board authorizes the execution of the 2015 Incumbency Certificate for Fulton Bank.
  
- E. **Engagement of McKonly & Asbury (MUNI-Link - Conversion Project):**  
**Motion:** \_The Board authorizes the CEO to negotiate and enter into an agreement with McKonly & Asbury for Project Management services related to the Muni-Link Billing system conversion. Work will be performed on a Time and Materials basis and will not exceed the amount of \$12,000. Funding Source: Admin #6240 – Audit & Accounting Support.

**WASTEWATER:**

- A. **CCTV Equipment Acquisition:**  
**Motion:** The Board authorizes the CEO to procure CCTV equipment after a final selection of the vendor is chosen by the AWTF Operations Division at a price not to exceed \$200,000. Funding Source: Wastewater Acct #8645018 Minor Capital Equipment.
  
- B. **2013 HAWTF Improvements Project: Contract No. 1 (PC Construction) – Change Order No. 8 and 9:**  
**Motion:** The Board authorizes the Director of Engineering's execution of Change Order Nos. 8 & 9 to Contract No. 1 in the amount of \$525,786.00 with no addition of work days to address settled sewage pumping control modifications and karst impacts on shoring. Funding Source: Sewer #7210 - 2013 HAWTF Improvements.

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C. **2013 HAWTF Improvements Project: Contract No. 2 (Pagoda Electrical) - Change Order Nos. 4 and 5:**

**Motion:** The Board authorizes the Director of Engineering's execution of Change Order Nos. 4 & 5 to Contract No. 2 in the total amount of \$114,323.44 with no addition of work days to address electrical controls modifications for clarifiers and settled sewage pumping starters, VFDs and associated . Funding Source: Sewer #7210 - 2013 HAWTF Improvements.

**STORMWATER:**

A. **RESOLUTION NO. 2015-002 – CRW's Adoption of Rules and Regulations for the Stormwater System:**

**Motion:** The Board authorizes the adoption of Rules and Regulations for the Stormwater System of Capital Region Water. The Rules and Regulations will be attached to the Resolution as Exhibit "A".

**WATER:**

A. **Agreement of Sale – DeHart Watershed Parcels:**

**Option #1: Motion:** The Board rejects the Agreement of Sale with The Conservation Fund for transfer of 383.8 acres of the DeHart watershed property located in Rush Township, Dauphin County.

OR

**Option #2: Motion:** The Board authorizes the CEO to enter into the Agreement of Sale with The Conservation Fund for the transfer of 383.8 acres of the DeHart watershed property located in Rush Township, Dauphin County.

**SOLID WASTE:**

- X. Board Member Comments
- XI. Public Comment - Non Agenda Items (3 minutes)
- XII. Adjournment