Regular Meeting (6:00 PM)

In Attendance:
Board:
   J. Marc Kurowski, P.E., Chairperson
   Crystal A. Skotedis, CPA, CFE, Vice Chairperson/Treasurer
   Garvey Presley, Jr., Secretary
   Andrew M. Enders, Assistant Secretary/Treasurer
   Alisa E. Harris

Staff:
   David W. Stewart, P.E., Director of Engineering
   Mike McFadden, Director of Water Operations
   Jess Rosentel, Director of Wastewater Operations
   Joe Pezzino, Operations Supervisor – Drinking Water
   Kodi Webb, Water Quality Administrator
   Karen McKillip, Archivist
   Tammie Sheaffer, Office Manager
   Andrew Bliss, Community Outreach Manager
   Tanya Dierolf, Sustainability Manager
   Tremayne Terry, Diversity Program Manager
   Yuri Evans, GIS Manager
   Julie Peters, Controller
   Alesha Vonada, Accounting Manager

General Counsel:
   Scott Wyland, Esquire (Salzmann Hughes, P.C.)

Others:
   Ed Ellinger, P.E. (HRG)
   Mike Mehaffey, P.E. (Gannett Fleming)
   Chuck Hauser (Arcadis)
   Jeff Thompson, P.E. (WRA)
   Paul Rosol (WRA)
   Herb Higginbotham (HDR)
   Burt Curry (JMT)
   Randall L. Henne, P.E., (CDM Smith, Inc.)
   Michael Schober, P.E., (T & M Associates)
   Rob Koechert, P.E. (JMT)
   Frederick Douglas (Cosmos Technologies, Inc.)
   Karl Singleton (Pennsylvania Diversity Coalition)
   William J. Cluck (City Resident)
I. Call to Order - Pledge of Allegiance - Roll Call:

The meeting was called to order by Chairperson Kurowski at 6:17 PM.

Chairperson Kurowski noted that all five Board members were present. Mr. Doweary was excused from tonight’s meeting due to another commitment.

II. Chairperson’s Announcements:

A. An executive session under Section 708(a) of the Sunshine Act was held today at 5:00 PM to discuss personnel matters, agency business and matters with general counsel.

B. Presentation of the 2019 Budgets were addressed at a Special Meeting held on November 20, 2018 at 5:00 PM.

C. The Regular Meeting previously scheduled for Wednesday, December 19, 2018 at 6:00 PM has been cancelled. CRW will reconvene our next Regular Meeting on Wednesday, January 23, 2019 at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, Pennsylvania, and is open to the public.

D. The Board of Directors has noted the separation of Mark J. Kropilak, former CEO from his employment at CRW. Recruitment of a replacement is in process. The Board of Directors wishes the best to Mr. Kropilak in his future endeavors.

E. Regular Meetings of Capital Region Water’s Board of Directors for 2019 will be held at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, PA 17101, on the following dates:

- January 23
- February 27
- March 27
- April 24
- May 22
- June 26
- July 24
- August 28
- September 25
- October 23
- November 20
- December 18
Notice of the above meetings will be published in a newspaper of general circulation and posted at Capital Region Water’s offices in accordance with the Sunshine Act. Special Meetings may be called from time to time and will be advertised in accordance with the Sunshine Act. All meeting dates will be posted on Capital Region Water’s website at capitalregionwater.com.

F. Capital Region Water provided notification to Harrisburg City Council of the upcoming expiration of Board Member, J. Marc Kurowski’s term, which will expire on January 4, 2019. This notification is in accordance with Article III, Section 2 of Capital Region Water’s By-Laws.

III. Committee Reports:

Budget and Finance Committee: Ms. Skotedis reported the Committee conducted a Special Meeting on November 20, 2018 for presentation of the 2019 Draft Budgets to the public. After the presentation, there were a number of questions and comments addressed during the meeting. The Budget and Finance Committee commended the staff on the new presentation process. Ms. Skotedis confirmed that all questions received from the staff and the public have been addressed, and the Budget and Finance Committee is recommending the approval of the 2019 Budgets later on in this meeting.

Personnel and Administrative Committee: Mr. Presley noted that several positions have been filled within the last month and CRW is actively searching for a CEO.

Operations/Engineering Committee: Mr. Kurowski reported the Committee has standing bi-weekly meeting dates. They met twice since the last Board Meeting and stated this is a good forum for discussion and sharing of the operation and engineering projects CRW is currently working on as to whether the project is in design or construction, and whether there are any compliance or regulatory issues.

Ms. Harris stated additional questions have been received regarding the Front Street and Third Street Multi-Modal Project. She requested Mr. Stewart to provide project updates on those projects.

Mr. Stewart reported the Front Street Interceptor Rehabilitation Project at the north end of the City has run into some unanticipated utility conflicts. CRW continues to seek a solution to the issue as quickly as possible. CRW anticipates being able to report on the issue at the next Board meeting.
There also appears to be a misunderstanding on the schedule of the Third Street Multi-Modal Project. The Third Street Multi-Modal Project is a City of Harrisburg project, CRW is only complimenting the project. This project is a two-season construction project which did not get started until the Winter of 2017-2018, so the City has just finished their first construction season. The end of the project is anticipated at the end of the Summer of 2019. Ms. Maulhardt will be coordinating a schedule which will be shared with Andrew Bliss and Wayne Martin, the City's Engineer. The City should be taking the lead on the distribution of the schedule and the Board will be kept up-to-date on the progress.

Ms. Harris also reported that CRW has increased its effort for community outreach relating to the Market Street Project. Mr. Stewart stated the Market Street Project has been delayed due to the weather. The project is anticipated to be completed by the end of December 2018.

Ms. Harris stated that the Market Street Project was a topic of discussion at Community Outreach Meetings as CRW was made aware of complaints by local residents and businesses that they have been inconvenienced due to delays. CRW's Community Liaison has been tasked to go above and beyond in communicating CRW's expectations so local residents and businesses are aware that CRW is working as diligently as possible regarding the timeline of the project, parking, etc. in order to be respectful within the community to our ratepayers.

**Legal/Risk Management Committee:** Mr. Enders reported that several items have come up but have been quickly resolved through CRW's Risk Manager. The next Committee meeting is scheduled for December 3, 2018.

**Public Outreach / M/W/DBE Committee:** Ms. Harris requested ratepayers to provide input on how CRW is communicating or overcommunicating. CRW has been trying different methods of communication so feedback is essential. CRW continues its challenge of addressing street sweeping issues. CRW is tracking complaints and working with the contractor to make sure we are addressing our customer's concerns, so please report when you see something wrong.

Mr. Terry explained that beginning in January 2019, CRW will partner with the City of Harrisburg, First National Bank, Dixon University Center and the Small Business Development Center to conduct a series of workshops twice a month during January and February. The goal of these workshops is to help those who are inspiring to start their own business, and to be able to come out of the workshop with all of the necessary steps to develop a business plan and know how to market their business. A number of professionals will be present at the workshops for guidance and assistance. Mr. Terry encouraged anyone
interested in these workshops to go to the City of Harrisburg’s website and register for attending at http://harrisburgpa.gov/workshops/.

IV. Management Report:

Mr. Kurowski reported that Michael Doweary stepped into the position as Interim CEO immediately after the departure of Mr. Kropilak during the time period in which CRW continues to search for a replacement CEO.

The monthly Management Report was provided to the Board in advance of the meeting and posted on CRW’s website.

Each Board member was asked for any questions or comments.

Q. Mr. Presley asked what the nature of 12 street sweeping complaints were that were reported on?
A. Mr. Rosentel stated that the majority of complaints received were for sections of the street that may not have been swept. CRW has direct communication with the street sweeping contractor who contacts the driver of the sweeper to investigate. Many of the complaints are issues such as parked cars that hadn’t been moved prior to the street sweeping, or collection of leaves that remain in the street. Leaf collection is the City’s responsibility, so those issues are being directly coordinated with the City. The coordination effort has been so successful that by the time CRW is made aware of the complaint, the street sweeping contractor has documented the issue by pictures and provided the pictures to both Messrs. Rosentel and Schaeffer at the AWTF who monitor the street sweeping issue in real time. The amount of complaints for street sweeping has greatly diminished.

Q. Mr. Presley requested an explanation on the Water Main Condition Assessment as to what the term “tuberculation” means, is it corrosion?
A. Mr. Stewart noted that the tuberculation is in the pipes, meaning that there wasn’t adequate space within the pipes to pass through.

Q. Ms. Skotedis requested Mr. Bliss to explain the K2 Career Program.
A. Mr. Bliss reported CRW was awarded a $50,000 Grant from PADEP several years ago to develop a workforce development program that could be reputable for similar utilities across the state. The program was on hiatus for a few years through CRW’s leadership transition, however, CRW recently recommitted to the project and PADEP
was agreeable to the delay. CRW is moving forward with a scaled down version of the program to be in place by the end of June 2019.

There were no further questions or comments.

V. Minutes of Previous Meetings:

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the Minutes of the September 26, 2018 Regular Meeting and the November 20, 2018 Special Meeting be approved as presented.

The motion was unanimously approved.

VI. Modifications or Deletions to the Agenda:

The following motions will be amended to read as follows:

Operations:

A. Project Number 2018-204 Water Treatment Chemicals:

Motion: The Board authorizes the Controller to execute the Agreement with Univar USA Inc. in the estimated amount of $239,515 based upon unit prices. Funding Source: Water #60231513-51301 – Wtr Treatment Chemicals; Wastewater #80231513-51301 – Ww Treatment Chemicals.

B. Project Number 2018-205 Liquid Ferric Chloride & Liquid Alum:

Motion: The Board authorizes the Controller to execute the Agreement with PVS Technologies, Inc. for Liquid Ferric Chloride in the estimated amount of $62,715 based upon unit prices, and an Agreement with USALCO., Inc. for Liquid Alum in the estimated amount of $48,960 based upon unit prices. Funding Source: Water #60231513-51301 – Wtr Trmt Chemicals; Wastewater #80231513-51301 – Ww Trmt Chemicals.

VII. Public Comment - Agenda Items (3 Minutes):

Mr. Bill Cluck (City Resident) asked the following questions relative to the Management Report and Agenda:
   Nullification appeal to FEMA remains pending.
   Q. What is the nullification? What is the appeal and what is this about? Are any of those documents publicly available or on the website?

2. **Finance: Item B. - Habitat for Humanity:**
   Q. Is there a dollar amount attributed to this? What is this about?

3. **Finance: Item C. - Phase II Stormwater Fee Implementation.**
   Q. Was there a Phase I?
   Q. Will the Raftelis Proposal be posted on the website or does the public have to do a RTK request?

4. **Engineering: Item E. - Paxton Creek Interceptor Rehabilitation – CO No. 3.**
   Q: Can someone explain what the $283,698.39 is for since the amount is unusually high?

5. **Engineering: Items I., J., K., L. and M. - Park/Playground Change Orders:**
   Q. What are these Change Orders for?

6. **Engineering: Item N. - Task Order 2016-24-02 with Wallace, Roberts & Todd:**
   Q. Is this Task Order going to be included on the website or does the public have to do a RTK request?

7. **Engineering: Item O. - Task Order 2017-25-02 for 3rd Street Multi-Modal with Wallace, Montgomery & Associates:**
   Q. What’s going on at the 3rd Street Project that merits CRW spending an additional $20,000?

   Q. Is Task Order 2018-24-01 going to be included on the website or does the public have to do a RTK request?
   Q. What does Gannett Fleming propose to work on for $94,000?

9. **Engineering: Item T. - Professional Services for Digester Gas/Combined Heat and Power Evaluation with Arcadis:**
   Q. What is the amount within the motion? The agenda he printed out said $173947.
A. There was a typographical error corrected earlier today. The correct amount is $173,947 and has been properly reflected on the website and on the Agendas provided at the meeting.

10. With CRW's void in leadership.
   Q. Has CRW heard from Standard & Poor's?
   Q. Has there been any communication with Wall Street about the absence of a CFO and CEO?
   Q. Does this impact CRW's financings or bond ratings?

Responses were either addressed later in the meeting or will be on the January Management Report.

VIII. Old/New Business:

Administrative:

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be approved, Administrative Item A.:

A. **Resolution Nos. 2018-101 through 2018-115 for Destruction of Records:**
   **Motion:** The Board approves Resolution Nos. 2018-101 through 2018-115 for destruction of records as detailed in Exhibit “A” of each Resolution.

The motion was unanimously approved.

Finance:

A motion was made by Ms. Skotedis, seconded by Mr. Kurowski, that the following item be approved, Finance Item A.:

A. **RACP Grant Agreement ME 300-286 - Harrisburg University:**
   **Motion:** The Board ratifies the Interim CEO's or Director of Administration's execution of the Amended, Revived and Restated Grant Agreement ME 300-286 between the Commonwealth of Pennsylvania (Office of Budget) and Capital Region Water (successor to The Harrisburg Authority) regarding the Harrisburg University to revive the RACP Grant Agreement ME 300 286, allowing Harrisburg University the opportunity to draw down the remaining Grant funds and to complete the Grant close out procedures. RACP Grant Agreement ME 300 286 will terminate on September 30, 2023, unless
terminated earlier pursuant to the provisions of Article 3. Funding Source: N/A – Conduit Grant.

Upon inquiry, it was noted that the original award of the Grant to Harrisburg University was for $49,000,000. Mr. Wyland confirmed this is a conduit financing arrangement, with no expense to CRW.

The motion was unanimously approved.

A motion was made by Ms. Skotedis, seconded by Mr. Presley, that the following item be approved, Finance Item B.:

B. Memorandum of Understanding and the Reimbursement Agreement with Habitat for Humanity of the Greater Harrisburg Area – Local Stormwater BMP Grant Agreement 4100074746 - Downspout Planter Pilot Project:

Motion: The Board authorizes the Controller to execute the Memorandum of Understanding and the Reimbursement Agreement relative to PADEP’s Local Stormwater BMP Implementation Grant Agreement 4100074746 for the Downspout Planter Pilot Project. Funding Source: N/A.

The original Grant was for $40,000. Does CRW match or have any out-of-pocket expenses for this Grant? Ms. Peters confirmed that CRW does not have any matching funds or out-of-pocket expenses relating to this project. Originally, this Grant was approved by the Board in November of 2016 and is now being brought back to the Board through the use of Habitat for Humanity of the Greater Harrisburg Area.

Ms. Skotedis questioned whether CRW was able to work through all of the policy issues that were required in order for CRW to receive the Grant funds? Ms. Peters confirmed those issues have been resolved. Ms. Skotedis commended the Finance Department on resolving those issues so CRW has access to the Grant funds.

The motion was unanimously approved.

A motion was made by Ms. Skotedis, seconded by Mr. Kurowski, that the following item be approved, Finance Item C.:
C. **Phase II Stormwater Fee Implementation and Financial Capability Assessment Support with Raftelis:**

**Motion:** The Board authorizes the Controller to execute the Professional Services Agreement with Raftelis for Phase II Stormwater Fee Implementation and Financial Capability Assessment Support, as outlined in Raftelis’ Proposal, dated November 14, 2018, in the amount not-to-exceed $167,000. Funding Source: Wastewater #80800801-80100-00073 – Ww Wet Weather Services PROF SE.

Ms. Peters reported Raftelis had put together a Stormwater Fee Analysis Phase I which CRW has received and is working through. The next phase is Phase II for how CRW will implement stormwater fees, and to provide the support necessary to CRW on how the stormwater fees will be rolled out, and to assist with internal complications that may arise. Raftelis has assisted other municipal authorities with stormwater fee implementation processes, so CRW wants to utilize Raftelis’ expertise to make sure our efforts are successful.

Mr. Kurowski questioned whether Raftelis will be assisting CRW with the public messaging component with our stakeholders and ratepayers and does their work lead up to the actual rates and how CRW will be sharing that message with impacted parties?

Will CRW's public messaging allow impacted parties adequate time and possible remedies to offset what their fees will be set at?

In support of CRW's community outreach, Mr. Stewart stated Raftelis will be providing practical components on how CRW will notify residential customers, including large impervious ratepayers, and will assist CRW in building ordinance development to effectuate billing and implementation of stormwater fees, along with assistance and development of a stormwater database, technical procedures and policies. All of these mandated issues are unfunded by the US EPA and will have a significant impact on CRW's ratepayers, as they will begin to see water/sewer bills split into water/sewer/stormwater bills. Customers with large impervious lots will see a shift from a small sewer-related bill to a much larger stormwater bill.

CRW continues to determine the best approach to pay for the unfunded mandated stormwater fees, while continuing to identify the financial impact that affects its ratepayers. US EPA has been very critical of CRW's pushback to support their position to our response.

Most of the work has been done, however, CRW is now coming to the time where policies and implementation of the policies need to occur in order for CRW to be held in compliance.
of the Federal mandates for stormwater management. CRW anticipates an impact to all local ratepayers as they will see their utility bills switch.

The motion was unanimously approved.

A motion was made by Ms. Skotedis, seconded by Mr. Kurowski, that the following items be approved, Finance Items D., E., F., G., and H.:

D. Resolution No. 2018-116 – 2019 Drinking Water Rate Schedule:
   **Motion:** The Board approves Resolution No. 2018-116 which adopts the 2019 Drinking Water Rate Schedule, effective January 1, 2019.

E. Resolution No. 2018-117 – 2019 Wastewater Rate Schedule:
   **Motion:** The Board approves Resolution No. 2018-117 which adopts the 2019 Wastewater Rate Schedule, effective January 1, 2019.

F. Resolution No. 2018-118 – 2019 Administrative Budget:
   **Motion:** The Board approves Resolution No. 2018-118 which adopts the 2019 Administrative Budget.

G. Resolution No. 2018-119 – 2019 Drinking Water Budget:
   **Motion:** The Board approves Resolution No. 2018-119 which adopts the 2019 Drinking Water Budget.

H. Resolution No. 2018-120 – 2019 Wastewater Budget:
   **Motion:** The Board approves Resolution No. 2018-120 which adopts the 2019 Wastewater Budget.

Ms. Harris requested Mr. Kurowski to provide a brief explanation of how the water and sewer rates and Budgets will impact CRW's customers in 2019.

Mr. Kurowski reported that under the approved budgets and rate calculations, wastewater rates will be set at $7.65 per 1,000 gallons and drinking water rates will be set at $9.65 per 1,000 gallons with a monthly “Ready to Serve” charge of $7.62 for a standard 5/8” meter. Combined, these changes will result in an increase of $3.98 per month or about 13 cents a day for the typical residential customer consuming 4,500 gallons/month.
Mr. Kurowski reiterated that CRW's Budgets will continue to be heavily driven by the Capital Improvements Projects that are being performed in 2019 and upcoming years. A press release will be issued tomorrow and will be posted on CRW's website, along with the Rate Schedules.

The motion was unanimously approved.

Engineering:

Due to the previous questions, Mr. Stewart gave a brief description of the Change Orders identified as Engineering, Items A. through G.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following items be approved, Engineering Item A., B., C., D., E., F. and G:

A. **AWTF Primary Digester Rehabilitation Project – Change Order No. 1:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1 with Eastern Environmental Contractors, Inc. for a credit in the amount of $52,374.98. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.

B. **AWTF Headworks Screening Project - Change Order No. 1H:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1H with Garden Spot Mechanical, Inc. in the amount of $4,531.72 and no additional days. Funding Source: Wastewater #80800801-80100-00019 – Ww Headworks Screen Design/Con.

C. **AWTF Headworks Screening Project - Change Order No. 3E:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 3E with Pagoda Electrical, Inc. in the amount of $11,006 and no additional days. Funding Source: Wastewater #80800801-80100-00019 – Ww Headworks Screen Design/Con.

D. **AWTF Headworks Screening Project - Change Order No. 7G:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 7G with Conewago Enterprises, Inc. in the amount of $20,581.05 and no additional days. Funding Source: Wastewater #80800801-80100-00019 – Ww Headworks Screen Design/Con.
E. **Paxton Creek Interceptor Rehabilitation Project – Change Order No. 3:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 3 with Northeast Remsco Construction, Inc. in the amount not-to-exceed $283,698.39. Funding Source: Wastewater #80800801-80100-00028 – Ww Paxton Creek Interceptor Re.

F. **WSC Emergency Generator Installation Project – Change Order No. 4:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 4 with Pagoda Electrical, Inc. for $9,630. Funding Source: Water #60800801-80100-00007 – Wtr WSC Emergency Generator.

G. **2018 Water System Improvements Project – Change Order No. 1:**
   **Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1 with Wexcon, Inc. in the amount of $10,547.23. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement Eng.

Mr. Kurowski questioned whether the issues involved in Items B and C were unforeseen design issues that should have been included in the project? Mr. Stewart confirmed they were unforeseen issues that will add value to the project.

Item D relates to the removal of overpoured concrete from the initial construction contractor back in the 1970s, which impacted new construction of the Headworks Screening Project in 2018. This was also an unforeseen issue.

Item E (Paxton Creek Interceptor Rehabilitation Project) is not the last of the change orders for this project, however, the project will be wrapping up shortly and the contract will be terminated with the current contractor. CRW will reassess and rebid the project under new scope of work conditions. Mr. Stewart reported the project still comes in well under the contracted amount at this time.

The motion was unanimously approved.

Mr. Stewart gave a brief description of the Change Orders and Task Orders identified as Engineering, Items H. through O.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be approved, Engineering Items H., I., J., K., L., M., N. and O.:
H. **Summit Terrace Green Neighborhood – Final Change Order No. 1:**

**Motion:** The Board authorizes the Director of Engineering to execute Final Change Order No. 1 with Shiloh Paving & Excavating Inc., to adjust final project costs in the amount not-to-exceed $35,833.61. Funding Source: Wastewater #80800801-80100-00086 – Ww Summit Terrace Neighbrhd GSI.

I. **Select Park/Playground Renovation Project – Penn & Sayford Park – Change Order No. 3:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 3 with Farhat Excavating, LLC in the amount not-to-exceed $3,665.75. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.

J. **Select Park/Playground Renovation Project – Cloverly Heights Park – Change Order No. 4:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 4 with Mid-State Paving, LLC in the amount of $14,453.74. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.

K. **Select Park/Playground Renovation Project – Royal Terrace Park – Change Order No. 1:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1 Rogele, Inc. in the amount not-to-exceed $13,872.80. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.

L. **Select Park/Playground Renovation Project – Royal Terrace Park – Change Order No. 2:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 2 Rogele, Inc. in the amount not-to-exceed $14,860. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.

M. **Select Park/Playground Renovation Project – Norwood & Holly Park – Change Order No. 2:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 2 with Rogele, Inc. in the amount not-to-exceed $10,052.30. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.
N. **Task Order 2016-24-02: Engineering Services – Parks GSI Construction Services – Amendment No. 1 with Wallace, Roberts & Todd:**

*Motion*: The Board authorizes the Director of Engineering to execute Task Order 2016-24-02 with Wallace, Roberts & Todd (WRT), as outlined in WRT’s Proposal, dated November 15, 2018, in the amount not-to-exceed $7,114. Funding Source: Wastewater #80800801-80100-00085 – Ww 2018 City Parks GSI.

O. **Task Order 2017-25-02: Professional Services for-3rd Street Multi-Modal with Wallace Montgomery & Associates, LLP – Supplement No. 1:**

I. *Motion*: The Board authorizes the Director of Engineering to execute Task Order 2017-25-02 with Wallace Montgomery & Associates, LLP, as outlined in Wallace Montgomery & Associates, LLP’s Supplement No. 1, dated October 17, 2018, in the amount not-to-exceed $20,000. Funding Source: Wastewater #80800801-80100-00084 - Ww 3rd Street Multimodal GSI.

Ms. Harris questioned whether CRW's approval of the Park/Playground Change Orders and Task Orders will be credited to CRW's compliance goals with US EPA? Mr. Stewart confirmed that CRW will be credited for this work.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the following items be approved, Engineering Items P. and Q.:

P. **Task Order 2018-23-01: Engineering Services – Front Street Pump Station Improvements Project - Construction Phase Services with WRA:**

*Motion*: The Board authorizes the Director of Engineering to execute Task Order 2018-23-01 with WRA, as outlined in WRA’s Proposal, dated October 15, 2018, in the amount not-to-exceed $226,697. Funding Source: Wastewater #80800801-80100-00025 – Ww Front St Pump Station.

Q. **Task Order 2018-23-02: Engineering Services – Front Street Pump Station Improvements Project - Construction Phase Services with JMT:**

*Motion*: The Board authorizes the Director of Engineering to execute Task Order 2018-23-02 with JMT, as outlined in JMT’s Proposal, dated November 19, 2018, in the amount not-to-exceed $140,280. Funding Source: Wastewater #80800801-80100-00025 – Ww Front St Pump Station.
Ms. Harris requested an explanation as to WRA and JMT's roles on the project. Mr. Stewart stated CRW is taking the same approach that was used on the last large project at the AWTF and verified that JMT's role will be reviewing the contractor's shop drawings for design intent work, along with the contractor's bid documents, and WRA will manage the contractor and perform inspection work.

Mr. Kurowski stated that Mr. Steve Tyer had recently been hired to review CRW's projects, how does he interact with the consultants. Mr. Stewart noted that Mr. Tyer is currently reviewing and visiting approximately 25-26 current construction projects and is CRW's liaison to the Engineering Department between the Consultants and Contractors and works closely with Mr. Bliss regarding community outreach issues that need to be addressed immediately.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be approved, Engineering Item R.:


Mr. Stewart advised that the 2019 Water System Improvements Project consists of six construction projects throughout the City. Preliminary design has been performed and this work will be for finalizing the design, bidding, construction management and inspection for those six projects. The estimated construction value is $1.2M and those six projects will be put out to bid in January 2019 and constructed through the Summer of 2019.

Relative Task Orders could be made available on CRW's website, however, the question was directed to the Solicitor as to its current policy as to what is posted on the website for public access versus the records provided through the Right-to-Know process. Mr. Wyland confirmed that once the Change Orders or Task Orders are approved, they are a matter of public record, however, CRW needs to establish a policy on how the records should be made available without clogging the website with records not regularly requested by the public.

The motion was unanimously approved.
A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the following item be approved, Engineering Item S.:

**S. Professional Services for AWTF Headworks Screening Project – Amendment No. 4 with GHD:**

**Motion:** The Board authorizes the Director of Engineering to execute Amendment No. 4 with GHD, as outlined in GHD’s Proposal - Amendment No. 4, dated October 16, 2018, in the amount not-to-exceed $28,300. Funding Source: Wastewater #80800801-80100-00019 – Ww Headworks Screen Design/Con.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be approved, Engineering Item T.:

**T. Professional Services for Digester Gas/Combined Heat and Power Evaluation with Arcadis:**

**Motion:** The Board authorizes the Director of Engineering to engage the professional services of ARCADIS to conduct a digester gas and combined heat and power evaluation, as outlined in the Arcadis’ Amended Proposal, dated June 15, 2018 in an amount not-to-exceed $173,947. Funding Source: Wastewater #80800801-80100-00023 – Ww Cogeneration Improvements St.

Mr. Stewart reported this was a project previously brought to the Board in June 2018, under prior leadership, however, no action was taken by the Board. It was noted that all energy generated at the AWTF currently goes through the grid and is not able to be utilized by the AWTF. A blending facility at the AWTF may be beneficial as a future capital improvement project if the cost analysis merits the expense.

A brief discussion was held regarding processes that would need to change. CRW continues its efforts to find additional ways to generate other non-revenue to offset not having to raise wastewater rates in the future. Mr. Rosentel stated that some of the projects may qualify for grants and CRW will also take advantage of investigating those options.

The motion was unanimously approved.
Operations:

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following items be approved, as previously amended, Operations Items A. and B.:

A. **Project Number 2018-204 Water Treatment Chemicals:**
   
   **Motion:** The Board authorizes the Controller to execute the Agreement with Univar USA Inc. in the estimated amount of $239,515 based upon unit prices. Funding Source: Water #60231513-51301 – Wtr Treatment Chemicals; Wastewater #80231513-51301 – Ww Treatment Chemicals.

B. **Project Number 2018-205 Liquid Ferric Chloride & Liquid Alum:**
   
   **Motion:** The Board authorizes the Controller to execute the Agreement with PVS Technologies, Inc. for Liquid Ferric Chloride in the estimated amount of $62,715 based upon unit prices, and an Agreement with USALCO., Inc. for Liquid Alum in the estimated amount of $48,960 based upon unit prices. Funding Source: Water #60231513-51301 – Wtr Trmt Chemicals; Wastewater #80231513-51301 – Ww Trmt Chemicals.

The motion was unanimously approved.

IX. **Public Comment - Non-Agenda Items:**

Mr. Cluck commended the Board on a great job on the 2019 Budgets and presentation for the public. He requested that at the completion of the construction projects, if CRW could have some type of audit report generated for the public that would reveal whether the contractor did or did not meet their M/W/DBE goals.

X. **Board Comments:**

Ms. Harris and Mr. Enders had no comments.

Mr. Presley thanked Ms. Peters and Ms. Vonada for providing an excellent presentation of the 2019 Budgets.

Ms. Skotedis wished everyone a nice holiday season since we will not be meeting in December.

Mr. Kurowski commended the staff on the 2019 Budgets and stated that the amount of items on tonight’s agenda reinforces the amount of capital improvement projects that CRW
currently has under construction which is the driving force of CRW's budgets, and will continue into the next couple of years.

Mr. Kurowski stated that in the past, CRW Board members have taken questions and comments from the public to be addressed after the meeting on the Management Report, however, he asked if all of Mr. Singleton's previous questions regarding the M/W/DBE Program and the 2019 Budget have been adequately addressed. If not, Mr. Singleton could discuss those issues with Board members after the meeting.

Regarding Evelyn Hunt's inquiry from a previous Board meeting on whether CRW should be charging fees to customers who choose to use their credit card to pay their bills continues to be under discussion, therefore, this matter has not been resolved by CRW.

**XI. Adjournment:**

A motion was made by Mr. Presley, seconded by Ms. Harris, for the Board to adjourn the meeting at 7:35 PM. The motion was unanimously approved.

CAPITAL REGION WATER

[Signature]

Garvey Presley, Secretary
## Order Confirmation
Ad Order Number 0008934313

### Customer
CAPITAL REGION WATER
Account: 816
CAPITAL REGION WATER
212 LOCUST ST STE 500,
HARRISBURG PA 17101 USA
(888)510-0606
FAX:
karen.mckillip@capitalregionwater.com

### Payor Customer
CAPITAL REGION WATER
Account: 816
CAPITAL REGION WATER
212 LOCUST ST STE 500,
HARRISBURG PA 17101 USA
(888)510-0606

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Exhibit "A"
Ad Content Proof

2019 Regular Meetings of Capital Region Water’s Board of Directors will be held at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, PA 17101, on the following dates:

January 23
February 27
March 27
April 24
May 22
June 26
July 24
August 28
September 25
October 23
November 20
December 18

Notice of the above meetings are posted at Capital Region Water’s offices in accordance with the Sunshine Act, and on the website at capitalregionwater.com. Special Meetings may be called from time to time and will also be advertised in accordance with the Sunshine Act.

CAPITAL REGION WATER