

I. Call to Order - Pledge of Allegiance - Roll Call

II. Announcements - Chairperson

- 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.** The next Regular Meeting is scheduled for Wednesday, February 27, 2019 at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, Pennsylvania, and is open to the public.

III. Special Order of Business - Annual Meeting:

A. Election of Officers:

Chairperson _____
Vice-Chairperson _____
Secretary _____
Treasurer _____

B. Appointment of Assistant Secretary-Treasurer:

Motion: The Board appoints _____, as Assistant Secretary-Treasurer of Capital Region Water for calendar year 2019.

IV. Committee Reports

- Budget and Finance
- Personnel and Administrative
- Operations/Engineering
- Legal/Risk Management
- Public Outreach / M/W/DBE

V. Management Report

VI. Minutes of Previous Meeting - November 28, 2018 - Regular Meeting Minutes

VII. Modifications or Deletions to the Agenda

VIII. Public Comment - Agenda Items (3 Minutes)

IX. Old/New Business

Executive:

A. Authorized Representative to Execute Certificate of Titles and Registration Cards for CRW's Fleet of Vehicles and Equipment:

Motion: The Board authorizes Michael Doweary, Interim CEO, as CRW's representative to execute all Certificate of Titles and Registration Cards for CRW's Fleet of Vehicles and Equipment.

B. Resolution No. 2019-001 – Establishment of 2019 Board Committees:

Motion: The Board approves Resolution No. 2019-001 which establishes the 2019 Board Committees and the Chairperson appoints Board members as follows:

- Budget and Finance Committee: J. Marc Kurowski and Crystal Skotedis;
- Personnel and Administrative Committee: Crystal Skotedis and Garvey Presley;
- Operations/Engineering Committee: J. Marc Kurowski and Garvey Presley;
- Legal/Risk Management Committee: Andrew Enders and Alisa Harris and Capital Region Water's General Counsel; and
- Public Outreach / M/W/DBE Committee: Andrew Enders and Alisa Harris.

C. Resolution No. 2019-002 – Leak Adjustment Policy:

Motion: The Board adopts Resolution No. 2019-002 which approves a Leak Adjustment Policy, which shall be attached as Exhibit "A".

Administrative:

A. Agreement with Springsted Incorporated for Total Compensation Study:

Motion: The Board authorizes the Director of Administration to execute the Agreement for Human Resources Consulting Services with Springsted Incorporated, as outlined in their Proposal, dated August 14, 2017, in an amount not-to-exceed \$30,000. Funding Source: Admin #10100503-50307 – Adm Recruitment.

Finance:

A. Addendum to Cooperation and Grant Agreement between Capital Region Water and Harrisburg University RACP ME-300-286:

Motion: The Board authorizes the Chairperson to execute the Addendum to Cooperation and Grant Agreement between Capital Region Water and Harrisburg University RACP ME-300-286. Funding Source: N/A – Conduit Grant.

Engineering:

- A. AWTF Primary Digester Rehabilitation Project – Contract 1 Change Order No. 2:**
Motion: The Board authorizes the Director of Engineering to execute Change Order No. 2 with Eastern Environmental Contractors, Inc. in the amount of \$4,001.52 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.
- B. AWTF Primary Digester Rehabilitation Project – Contract 1 Change Order No. 3:**
Motion: The Board authorizes the Director of Engineering to execute Change Order No. 3 with Eastern Environmental Contractors, Inc. in the amount of \$1,553.39 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.
- C. AWTF Primary Digester Rehabilitation Project – Contract 1 Change Order No. 4:**
Motion: The Board authorizes the Director of Engineering to execute Change Order No. 4 with Eastern Environmental Contractors, Inc. in the amount of \$3,065.52 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.
- D. AWTF Primary Digester Rehabilitation Project – Contract 3 Change Order No. 1:**
Motion: The Board authorizes the Director of Engineering to execute Change Order No. 1 with IB Abel Inc. in the amount of \$2,089.30 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.
- E. AWTF Headworks Screening Project – Contract 3 Change Order No. 4E:**
Motion: The Board authorizes the Director of Engineering to execute Change Order No. 4E with Pagoda Electrical, Inc. in the amount of \$15,483 and no additional days. Funding Source: Wastewater #80800801-80100-00019 – Ww Headworks Screen Design/Con.
- F. 2018 Water System Improvements Project – Change Order No. 2:**
Motion: The Board ratify the Director of Engineering’s execution of Change Order No. 2 with Wexcon, Inc. in the amount of \$0 and contract times to be extended for 16 days for Substantial Completion and 147 days to Final Completion. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement.
- G. Task Order 2018-13-02: Engineering Services for Private GSI Program Feasibility Support Amendment No. 1 with AKRF:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2018-13-02 with AKRF, as outlined in AKRF’s Proposal, dated January 15, 2019, in an amount not-to-exceed \$89,706. Funding Source: Wastewater #80800801-80100-00070 – Ww GSI Design – Professional Serv.

- H. **Task Order 2018-19-02: Engineering Services for GSI Program Development Support Amendment No. 1 with AKRF:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2018-19-02 with AKRF, as outlined in AKRF's Proposal, dated January 15, 2019, in an amount not-to-exceed \$376,700. Funding Source: Wastewater #80800801-80100-00070 - Ww GSI Design - Professional Serv.
- I. **Task Order 2019-02-01: Engineering Services - Stormwater Management Reviews with CDM:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-02-01 with CDM Smith, Inc. as outlined in CDM's Proposal, dated January 7, 2019, in an amount not-to-exceed \$20,000. Funding Source: Wastewater #80800801-80100-00073 - Ww Wet Weather - Professional Ser.
- J. **Task Order 2019-03-01: Engineering Services for Cityworks Support with KCI:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-03-01 with KCI, as outlined in KCI's Proposal, dated January 10, 2019 in an amount not-to-exceed \$69,964. Funding Source: Water #60504541-54104 - Wtr Engineering Services; and Wastewater #80504541-54104 - Ww Engineering Services.
- K. **Task Order 2019-04-01: Engineering Services for GSI Landscape Maintenance Pilot with AKRF:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-04-01 with AKRF, as outlined in AKRF's Proposal, dated January 14, 2019, in an amount not-to-exceed \$51,750. Funding Source: Wastewater #80800801-80100-00070 - Ww GSI Design - Professional Serv.
- L. **Task Order 2019-05-01: Engineering Services for Paxton Creek Interceptor Siphon Improvements Project with JMT:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-05-01 with JMT, as outlined in JMT's Proposal, dated January 10, 2019, in an amount not-to-exceed \$145,135. Funding Source: Wastewater #80800801-80100-00028 - Ww Paxton Creek Interceptor Repai.
- M. **Task Order 2019-06-01: Engineering Services for Paxton Creek Interceptor Improvements - Preliminary Screening Investigation with JMT:**
Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-06-01 with JMT, as outlined in JMT's Proposal, dated January 11, 2019, in an amount not-to-exceed \$194,650.08. Funding Source: Wastewater #80800801-80100-00028 - Ww Paxton Creek Interceptor Repai.

- N. DeHart Water Transmission Easement Clearing Project – Recommendation of Award:**
Motion: The Board authorizes the issuance of a Notice of Intent to Award and subsequent Director of Engineering’s execution of Contract Documents following receipt of insurance and bonds for the DeHart Water Transmission Easement Clearing Project to Julian Hardwoods in the amount of \$293,999.88 as outlined in Julian Hardwoods’ Bid Documents, dated January 11, 2019. Funding Source: Water #60800801-80100-00046 – Wtr Mountain Line Clearing.
- O. South Allison Hill GSI Business District – Recommendation to Reject Bids:**
Motion: The Board authorizes the Director of Engineering to reject all bids received on December 7, 2018 for the South Allison Hill GSI Business District Project. Funding Sources: Wastewater #80800801-80100-00089 – Ww 2018 South Allison Hill GSI and Wastewater #80800801-80100-00026 – Ww Collection System MS4 Reha.
- P. WSC Fluoride Feed and Storage System Improvements – Recommendation to Reject Bids:**
Motion: The Board authorizes the Director of Engineering to reject all bids received on December 7, 2018 for the Fluoride Feed and Storage System Improvements Project. Funding Source: Water #60800801-80100-00092 – Wtr Liquid Fluoride Chem Feed.

Operations:

- A. Purchase of Vehicles for Wastewater:**
Motion: The Board authorizes the Controller’s procurement of four vehicles and one truck upfit package for the Wastewater Division for a combined total budget amount of \$184,885.15. Funding Source: Wastewater #80000804-80400-00027 – Ww Vehicular Equipment.
- B. Purchase of Peterbilt 365 SFFA Dump Body for Wastewater:**
Motion: The Board authorizes the Controller’s procurement of the 2019 Peterbilt 365 SFFA Dump Body for the Wastewater Division at a cost not-to-exceed \$133,913 from Hunter Keystone Peterbilt, L.P. Funding Source: Wastewater #80000804-80400-00027 – Ww Vehicular Equipment.
- X. Board Member Comments**
- XI. Public Comment - Non Agenda Items (3 Minutes)**
- XII. Adjournment**