



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
Alisa E. Harris

Staff:

Douglas E. Keith, Chief Financial Officer
Michael T. Doweary, Director of Administration
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
Andrew Bliss, External Affairs Manager
Tanya Dierolf, Sustainability Manager
Claire Maulhardt, City Beautiful H2O Program Manager
Tremayne Terry, Diversity Program Manager

General Counsel:

Scott Wyland, Esquire (Salzmann Hughes, P.C.)

Others:

Brady B. Johnson, IV, Esquire (Salzmann Hughes, P.C.)
Ed Ellinger, P.E. (HRG)
Michael Mehaffey, P.E. (Gannett Fleming)
Chuck Hauser, P.E. (Arcadis)
Jeff Thompson, P.E. (WRA)
Paul Rosol (WRA)
Randall L. Henne, P.E. (CDM Smith, Inc.)
Cindy Zawrotuk, P.E. (AKRF)
Tim Dean, P.E., (AECOM)
Paul McNamee, P.E. (KCI Technologies, Inc.)
Wendy M. Jackson-Dowe (SkyPix Group)
Karl Singleton (Cosmos Technologies, Inc.)
William J. Cluck (City Resident)
Cory Leshner (Paradise Plaza, LLC)
Naher Saber Ahmed (Paradise Plaza, LLC)



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

The meeting was called to order by Chairperson Kurowski at 6:10 PM.

Chairperson Kurowski noted that four Board members were present. Mr. Enders is not feeling well and is excused from tonight's meeting.

II. Chairperson's Announcements:

- A.** An executive session under Section 708(a) of the Sunshine Act was held today at 4:00 PM to discuss personnel matters, agency business and matters with general counsel.
- B.** The next Regular Meeting is scheduled for March 27, 2019 at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, Pennsylvania, and is open to the public.

III. Committee Reports:

Budget and Finance Committee: Ms. Skotedis reported the Committee has met with the new CFO and are compiling a list of priorities and tasks for 2019. Look for more updates in future meetings.

Personnel and Administrative Committee: No report.

Operations/Engineering Committee: Mr. Kurowski reported the Committee continues to hold bi-weekly meetings. There are Change and Task Orders on tonight's Agenda for many of CRW's capital improvement projects. The Committee meets for approximately 1 ½ hours bi-weekly and covers a number of issues during those meetings.

Legal/Risk Management Committee: No report.

Public Outreach / M/W/DBE Committee: Ms. Harris stated that with a new CFO and staff coming on board, CRW has decided to hold off publishing the Draft Drinking Water Rules and Regulations at this time. Look for more information during the next couple of Board meetings.

Mr. Bliss advised of the following upcoming events:

- Public meeting Thursday, March 7, 2019 at the Heinz-Menaker Senior Center to review the City and CRW's Design Renovations at the 4th and Dauphin Street Playground.
- Additional water conservation information will be sent out through bill inserts in the coming months.
- Additional outreach was done this past month regarding proper disposal methods of fats, oil and grease (FOGs). CRW did not have a large turnout for this event so we continue to look for other ways to educate our customers on proper disposal techniques rather than flushing FOGs down the drain. Stay tuned for more information on this topic.

IV. Management Report:

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. Ms. Skotedis advised that the 2018 Audit will begin in May. There were no additional questions or comments.

V. Minutes of Previous Meetings:

A motion was made by Ms. Harris, seconded by Mr. Presley, that the Minutes of the January 23, 2019 Regular Meeting be approved as presented.

The motion was unanimously approved.

VI. Modifications or Deletions to the Agenda:

The following three modifications were made to the agenda to read as follows:

Executive: Item A. was removed from the Agenda.

A. Drinking Water Rules and Regulations Revisions:

Motion: ~~The Board approves the Draft Drinking Water Rules and Regulations, dated February 8, 2019, for public review February 28 through April 5, 2019.~~

Administrative: Item B. was added to read:

B. Agreement with Empire Communication Systems, Inc.:

Motion: The Board authorizes the CFO to execute the Purchase Agreement with Empire Communication Systems, Inc. in the amount of \$62,661. Funding Source: Water #60800804-80400-00056 – Wtr Operations Equipment.

Engineering: Item J. was amended to read as follows:

J. 2019 Water System Improvements Project – Recommendation of Award:

Motion: The Board authorizes the rejection of the bid by DOLI Construction Corporation as non-responsive, and 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 2019 Water System Improvements Project to Rogele Inc. in the amount of \$924,924, as outlined in Rogele, Inc.'s bid package, dated February 14, 2019. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement.

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

Mr. William Cluck (City Resident) had several questions and comments relative to the Agenda and Management Report.

Mr. Karl Singleton also had several questions regarding Engineering Items H., I., and J. Specifically, why was the bid of DOLI Construction Corporation rejected and considered non-responsive? He also inquired as to the percentage values that were awarded to the M/W/DBE contractors regarding Engineering Items H., I., and J.

VIII. Old/New Business:

Administrative:

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

A. Resolution No. 2019-003 Schedule of Fees for Right-to-Know Requests:

Motion: The Board approves Resolution No. 2019-003 for updating its Schedule of Fees for Right-to-Know Requests attached to the Resolution as Exhibit "A".

The motion was unanimously approved.

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

B. Agreement with Empire Communication Systems, Inc.:

Motion: The Board authorizes the CFO to execute the Purchase Agreement with Empire Communication Systems, Inc. in the amount of \$62,661. Funding Source: Water #60800804-80400-00056 – Wtr Operations Equipment.

The motion was unanimously approved.

Finance:

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

A. 2019 Engagement of Municipal Advisor - Public Resources Advisory Group:

Motion: The Board authorizes the CFO to approve the continued engagement of Public Resources Advisory Group to provide Municipal Advisor services for FY2019 under the Rate Schedule provided in the Public Resources Advisory Group Proposal, dated January 15, 2019. Funding Source: Admin #10504541-54103 – Adm Financial Advisor Services.

The motion was unanimously approved.

Engineering:

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

A. Summit Terrace Green Neighborhood – Change Order No. 2:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 2 with Shiloh Paving & Excavating Inc. for a net decrease of \$30,359.90 to zero out the contract. Funding Source: Wastewater #80800801-80100-00086 – Ww Summit Terrace Neighbrhd GSI.

The motion was unanimously approved.

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

B. Upper Reservoir Rehabilitation Project – Change Order No. 4:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 4 with Proshot Concrete, Inc. to adjust all credits and additions throughout the duration of construction in the amount of \$79,857.16 with no increase to the contract times. Funding Source: Water #60800801-80100-00014 – Wtr Line/Rehabilitate Upper Reservoir.

The motion was unanimously approved.

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

C. WSC Emergency Generator Installation Project – Change Order No. 5:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 5 with Pagoda Electrical, Inc. to perform necessary transformer testing in the amount of \$9,200 with no increase to the contract time. Funding Source: Water #60800801-80100-00007 – Wtr WSC Emergency Generator Sys.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Ms. Harris, that the following item approved, Engineering Item D.:

D. AWTF Headworks Screening Project – Change Order No. 5E:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 5E with Pagoda Electrical, Inc. for the unused balance of the unforeseen conditions pay item for a credit of \$5,998.64 with no increase to the contract time. 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 E.:

E. AWTF Headworks Screening Project - Change Order No. 8G:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 8G with Conewago Enterprises, Inc. for the unused balance of the regulated fill pay item for a credit of \$101,173.76 with no increase to the contract time. 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 F.:

F. Task Order 2017-21-02: Engineering Services - 3rd Street Multi-Modal GSI Construction Project - Amendment No. 1 with AKRE:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2017-21-02 with AKRF, as outlined in AKRF's February 15, 2019 Proposal, in the amount not-to-exceed \$234,350. Funding Source: Wastewater #80800801-80100-00084 – Ww 3rd Street Multimodal GSI.

Mr. Kurowski questioned whether this Task Order was predominantly due to the extension of the construction period? Mr. Stewart confirmed that is correct. Since this isn't actually CRW's project, Mr. Kurowski questioned if CRW knows what drove the construction schedule being pushed back? Mr. Stewart stated there has been additional work that our consultant continued to work on through the winter. CRW's project was originally budgeted for three days a week, but they have been working five days a week, so they are just about through the entire original schedule and now the contract schedule has been extended through the Fall of 2019. Task Order 2017-21-02 is anticipated to get the consultant through the end of the revised construction schedule. Mr. Stewart noted there has been a significant amount of redesign due to utility conflicts that weren't covered within the original design.

Mr. Cluck asked how the 3rd Street Multi-Modal GSI Construction Project is funded? Mr. Stewart stated the construction is funded through the Impact Harrisburg Grant but believes CRW is utilizing user revenues for professional services. Mr. Presley inquired if routine maintenance was included in this cost. Mr. Stewart answered no. Board members inquired if something outside of the control of CRW prompted delay of the schedule and now CRW is being requested to absorb additional engineering costs? Ms. Maulhardt stated that there has been a collaborative effort on the project, and the weather has had a significant impact on the construction schedule.

Upon discussion, the motion was unanimously approved.

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

G. Task Order 2019-07-01: Engineering Services for WTP Coagulant Chemical Evaluation and Permitting with Gannett Fleming:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-07-01 with Gannett Fleming, as outlined in Gannett Fleming's Proposal, dated February 13, 2019, in an amount not-to-exceed \$20,500. Funding Source: Water #60504541-54104 - Wtr Engineering Services.

Ms. Skotedis requested an explanation of Task Order 2019-07-01. Mr. McFadden provided the explanation from the floor.

The motion was unanimously approved.

Mr. Kurowski stated for the record that when CRW prepared the Capital Improvement Projects for 2019, it was determined that on an annual basis, CRW would bid out some of the annual work required for its Sewer Replacement and Water System Improvements work when the projects appear to be is too large to be handled in-house. The work could then be completed on an as-needed basis. Engineering Items H. and J. address this need for CRW in 2019.

As for Engineering Item I. Mr. Stewart confirmed that some of the 2019 Street Restorations are also too large for in-house staff to handle. By awarding this contract, CRW can have the work completed on an as-needed basis, rather than having to go out for bids at the time the issues occur.

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

H. 2019 Sewer Replacement 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 2019 Sewer Replacement Project to Rogele, Inc. in the amount of \$995,599 as outlined in Rogele's Inc.'s bid package, dated February 15, 2019. Funding Source: Wastewater #80800801-80100-00026 – Ww Collection System Rehab.

Ms. Harris requested Mr. Stewart provide the M/W/DBE percentage values regarding the approval of Engineering, Item H. after the award of the contract to Rogele, Inc. Mr. Stewart stated that the combined percentage of M/W/DBE participation is 2.8%.

The motion was unanimously approved.

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

I. 2019 Street Restoration 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 2019 Street Restoration Project to Shiloh Paving & Excavating, Inc. in the amount of \$221,565, as outlined in Shiloh Paving & Excavating, Inc.'s bid package, dated February 15, 2019. Funding Sources (50/50): Water #60800801-80100-00015 – Wtr Water Main Replacement and Wastewater #80800801-80100-00026 – Ww Collection System MS4 Rehab.

Ms. Harris requested Mr. Stewart provide the M/W/DBE percentage values regarding the approval of Engineering, Item I. to Shiloh Paving & Excavating, Inc. on this project. Mr. Stewart stated that the combined percentage of M/W/DBE participation is 16%.

The motion was unanimously approved.

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

J. 2019 Water System Improvements Project – Recommendation of Award:

Motion: The Board authorizes the rejection of the bid by DOLI Construction Corporation as non-responsive, and 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 2019 Water System Improvements Project to Rogele Inc. in the amount of \$924,924, as outlined in Rogele, Inc.'s bid package, dated February 14, 2019. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement.

Ms. Harris requested Mr. Stewart provide the M/W/DBE percentage values regarding the approval of Engineering, Item J. to Rogele, Inc. on this project. Mr. Stewart stated that the combined percentage of M/W/DBE participation is 3%.

The motion was unanimously approved.

Operations:

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

A. Forest Stewardship and Management Services Agreement:

Motion: The Board authorizes the Chairperson to execute a revised Forest Stewardship and Management Services Agreement with Appalachian Forest Consultants. Funding Source: Water #60504541-54105 – Wtr Forest Management Services.

Ms. Harris requested staff to answer the previous question as to the cost of the Agreement. Ms. Dierolf stated the Agreement is similar to the Basic Ordering Agreements entered into with CRW's engineering consultants. The cost to CRW is not-to-exceed \$45,000 in 2019 and Appalachian Forest Consultants would be required to have all work approved by Task Order in advance. Those Task Orders will be brought before the Board for approval at future Board meetings.

The motion was unanimously approved.

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

B. Task Order 2019-08-01: Forest Management Services:

Motion: The Board authorizes the Chairperson to execute Task Order 2019-08-01, dated February 21, 2019, with Appalachian Forest Consultants for timber appraisal services for a not-to-exceed fee of \$7,000. Funding Source: Water #60800801-80100-00046 – Wtr Mountain Line Clearing.

The motion was unanimously approved.

IX. Board Comments:

Ms. Harris welcomed Mr. Keith to CRW.

Mr. Presley thanked the staff for the new seating arrangement for the Board meetings. He also congratulated CRW's staff at the Water Division for the great job they did in-house on the LED lighting at the Water Services Center. Mr. McFadden agreed to convey the information to his staff.

Ms. Skotedis stated no comments.

Mr. Kurowski stated that CRW continues moving forward on the extensive list of Capital Improvement Projects under the Engineering Department. He stated that rehabilitation of the Front Street and Paxton Creek Interceptor Projects are very big projects and thanked CRW's staff and consultants in continuing to juggle all the projects while simultaneously continuing to move all of the projects forward.

X. Public Comment - Non-Agenda Items:

Mr. Naher Saber Ahmed (Ratepayer) spoke to the Board about his property at 2302 Walnut Street, Harrisburg, Pennsylvania regarding an incident that occurred at his property in February 2015 where severe conditions caused a pipe to break. He has been working with CRW's Customer Service and was ultimately charged \$600 for replacement of his water meter. He stated that the property has been vacant for an extended period of time and since the property is vacant, inquired why he had to pay for replacement of the water meter when the property is vacant.

He is requesting relief of the penalties associated with his water bill and wants to know why he was required to pay for a meter replacement when the property is vacant. Mr. Kurowski directed Mr. Ahmed to provide his paperwork and to meet with Douglas Keith, CFO, after the meeting so Mr. Keith can investigate the matter and get back to him.

Mr. Singleton thanked CRW for providing the percentages attributed to the contracts that were awarded this evening, however, he is disappointed that the contracts awarded to Rogele, Inc. amounting to \$924,924 only had 3%, and the other contract amounting to \$995,599 only had 2.8% M/W/DBE participation. He questioned why contracts of this size were awarded to Rogele, Inc. when the M/W/DBE percentages were so low? He feels sorry for Mr. Terry and Mr. Stewart when he sees CRW is working so hard to implement CRW's M/W/DBE Plan, and is disappointed that contracts of this size continue to be awarded to Rogele, Inc. He feels that CRW is driving the enforcement of the M/W/DBE Plan, so CRW should have also rejected Rogele, Inc.'s bid as being non-responsive.

Mr. Kurowski thanked both Messrs. Cluck, Ahmed and Singleton for their comments.



XI. Adjournment:

A motion was made by Ms. Skotedis, seconded by Mr. Presley, for the Board to adjourn the meeting at 7:09 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Secretary