



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

Staff:

Charlotte Katzenmoyer, Chief Executive Officer
Douglas E. Keith, Chief Financial Officer
Michael T. Doweary, Director of Administration
David W. Stewart, P.E., Director of Engineering
Jess Rosentel, Director of Wastewater Operations
Ken Freysinger, Facility Maintenance Supervisor – Wastewater
Randy Schaffer, Pretreatment Coordinator – Wastewater
Joe Pezzino, Operations Supervisor – Drinking Water
Kodi Webb, Water Quality Administrator – Drinking Water
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist
Andrew Bliss, External Affairs Manager
Tanya Dierolf, Sustainability Manager
Claire Maulhardt, City Beautiful H2O Program Manager
Tremayne Terry, Diversity Program Manager
Sheri Berilla, Asset Manager

General Counsel:

E. Lee Stinnett, Esquire (Salzmann Hughes, P.C.)

Others:

Ed Ellinger, P.E. (HRG)
Jamie Shambaugh, P.E. (Gannett Fleming)
Paul Rosol (WRA)
Randall L. Henne, P.E. (CDM Smith, Inc.)
Cindy Zawrotuk, P.E. (AKRF)
Paul McNamee, P.E. (KCI Technologies, Inc.)
Brian Marengo, P.E. (Brown and Caldwell)
Karl Singleton (Cosmos Technologies, Inc./Pennsylvania Diversity Coalition)
Holly Hudson (Cosmos Technologies, Inc.)
Josh Freysinger



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

The meeting was called to order by Chairperson Kurowski at 6:06 PM.

Chairperson Kurowski noted that three Board members were present. Mr. Enders and Ms. Harris were excused from tonight's meeting.

II. Chairperson's Announcements:

- A.** The Board and staff welcome Charlotte Katzenmoyer, who joined Capital Region Water on Monday, March 18, 2019 as Chief Executive Officer. Ms. Katzenmoyer comes to CRW from the City of Lancaster with an extensive resume in the work we do.
- B.** The executive session previously scheduled for today was cancelled.
- C.** The next Regular Meeting is scheduled for April 24, 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 met on March 18, 2019 for several hours with the CFO regarding goals and objectives for the upcoming months. They are currently prioritizing those goals and objectives. Look for more updates in future meetings.

She also advised that the Draft of the Drinking Water Rules and Regulations will be provided for the public's review and comment during the period March 28 through May 3, 2019. Copies will also be made available on CRW's website. CRW encourages the public to review the Draft Drinking Water Rules and Regulations and to share the word.

The next meeting will be held on April 18th. She encouraged anyone to bring any issues to their attention.

Personnel and Administrative Committee: Ms. Skotedis reported that a dependent audit is currently being conducted for dependent insurance coverage of all CRW employees. The dependent audit information is due by April 30th.

The Collective Bargaining Agreement (CBA) for the period 2017 through 2019 has been signed and delivered to AFSCME. Work will begin on negotiations for the next CBA in the future.

All CRW staff have been switched to annual evaluations. This process should be wrapping up in the next few weeks.

Ms. Skotedis encouraged members of the local community to apply for these positions of employment. CRW is seeking to invest in the local community in which we serve. Those positions are posted on CRW's website.

Operations/Engineering Committee: Mr. Kurowski reported the Committee met on March 14th and continues discussion on the various capital improvement projects and ongoing operations questions and concerns. Some of those issues appear on tonight's Agenda. CRW will be recommending the award of the WSC Liquid Fluoride Feed System Project tonight after rebidding the project multiple times.

He also reported that the prior contractor from the Front Street Interceptor Project has left a considerable amount of debris in Riverfront Park. CRW's crews are working quickly as possible to move all materials to another location so that that residents will have access to Front Street and Riverfront Park in that area.

Legal/Risk Management Committee: No report.

Public Outreach / M/W/DBE Committee: No report.

Mr. Doweary shared the following upcoming events:

- April 1st CRW begins its Annual Hydrant Flushing Program;
- April 2nd and April 30th are Taco Tuesday Nights; and
- April 13th CRW will be partnering in the Great Harrisburg Clean Up Day.

Information on the events are available on CRW's Facebook page, as well as our website. CRW encourages everyone to participate.

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. There were no questions or comments.

V. Minutes of Previous Meetings:

A motion was made by Ms. Skotedis, seconded by Mr. Presley, that the Minutes of the February 27 , 2019 Regular Meeting be approved as presented.

The motion was unanimously approved.

VI. Modifications or Deletions to the Agenda: None.

VII. Public Comment - Agenda Items (3 Minutes): None.

VIII. Old/New Business:

Executive:

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

A. Drinking Water Rules and Regulations Revisions:

Motion: The Board approves the Draft Drinking Water Rules and Regulations, dated March 19, 2019, for public review March 28 through May 3, 2019.

The motion was unanimously approved.

Administrative:

A motion was made by Ms. Skotedis, seconded by Mr. Presley, that the following items be approved, Administrative Items A. and B.:

A. Resolution No. 2019-004 for Destruction of Records:

Motion: The Board approves Resolution No. 2019-004 for destruction of records as detailed in Exhibit "A" of each Resolution.

B. Resolution No. 2019-005 – Authorized Representatives to Execute Capital Region Water’s Voya Financial 457 Deferred Compensation Plan #VK0910:

Motion: The Board approves Resolution No. 2019-005 authorizing its Director of Administration, Chief Financial Officer or its Controller as one of its authorized representatives to execute any and all documents related to the Voya Financial 457 Deferred Compensation Plan #VK0910.

The motion was unanimously approved.

Engineering:

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

A. Engagement of McNeese, Wallace & Nurick, LLC:

Motion: The Board ratifies the Director of Engineering’s engagement of the law firm of McNeese, Wallace & Nurick, LLC, as outlined in their Proposal, dated November 14, 2018, in the amount not-to-exceed \$9,800 for the purposes of legal services regarding CRW’s M/W/DBE Plan review and standardization of front-end contract documents. Funding Source: Admin #10504541-54101 – Adm Legal Services – Other.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following items be approved, Engineering Items B. and C.:

B. AWTF Primary Digester Rehabilitation Project – Contract 1 - Change Order No. 5:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 5 with Eastern Environmental Contractors, Inc. in the amount of \$24,657.30 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.

C. WSC Generator Installation Project - Change Order No. 6:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 6 with Pagoda Electrical, Inc. in the amount of \$5,497.23 with no increase to the contract time. Funding Source: Water #60800801-80100-00007 – Wtr WSC Emergency Generator System Project.

The motion was unanimously approved.

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

D. Task Order 2016-05-04: Engineering Services for DeHart Dam Timber Rattlesnake Survey with Gannett Fleming:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2016-05-04 with Gannett Fleming in an amount not-to-exceed \$47,500. Funding Source: Water #60800801-80100-00050 – Wtr DeHart Spillway Improvements.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following items be approved, Engineering Items E. and F.:

E. Task Order 2016-26-02: Engineering Services for WSC Generator Installation Project with Gannett Fleming:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2016-26-02 with Gannett Fleming in an amount not-to-exceed \$22,900. Funding Source: Water #60800801-80100-00007 – Wtr WSC Emergency Generator System Project.

F. Task Order 2019-11-01: Engineering Services for Water Main Condition Assessment Project with KCI:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-11-01 with KCI Technologies, as outlined in KCI Technologies' Proposal, dated March 14, 2019, in an amount not-to-exceed \$10,464. Funding Source: Water #60504541-54104 – Wtr Engineering Services.

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 2019-12-01: Proposal to Contract Technology Vendor for Water Main Condition Assessment Project:

Motion: The Board ratifies the Director of Engineering's execution of the Echologics LLC's Proposal, dated March 13, 2019, in the amount not-to-exceed \$97,871. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement.

The motion was unanimously approved.

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

H. Task Order 2017-16-03: Engineering Services for Asylum Run Interceptor Rehabilitation Project with HRG Engineering, Inc.:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2017-16-03 with HRG Engineering, Inc., as outlined in HRG Engineering, Inc.'s Proposal, dated March 14, 2019, in an amount not-to-exceed \$25,500. Funding Source: Wastewater #80800801-80100-00059 – Ww Asylum Run Interceptor Improvements Project.

The motion was unanimously approved.

A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the following items be approved, Engineering Items I.(1) and I.(2):

I. WSC Liquid Fluoride Feed System Project – Recommendation of Award (Contract One - General Construction) and (Contract Two – Electrical Construction):

(1) Contract One – General Construction:

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 Liquid Fluoride Feed System Project for Contract One – General Construction to PSI Pumping Solutions, Inc., in the amount of \$312,900, as outlined in PSI Pumping Solution, Inc.'s bid documents, dated March 6, 2019. Funding Source: Water #60800801-80100-00092 – Wtr Liquid Fluoride Chem Feed.

(2) Contract Two – Electrical Construction:

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 Liquid Fluoride Feed System Project for Contract Two – Electrical Construction to PSI Pumping Solutions, Inc., in the amount of \$50,650 as outlined in PSI Pumping Solutions, Inc.'s bid documents, dated March 6, 2019. Funding Source: Water #60800801-80100-00092 – Wtr Liquid Fluoride Chem Feed.

A discussion was held regarding the additional effort by CRW to work with the low bidder to discuss other opportunities for M/W/DBE support on this project. CRW will closely monitor the project and will work with the low bidder throughout the project to assist in increasing M/W/DBE participation.

Mr. Pezzino stated the project is safety driven, as liquid fluoride is a much safer method for CRW operators versus the dry powder feed method that was installed when the Water Services Center was built in the early 1990's. The equipment has reached its life expectancy and will be much safer. The fluoride is color less and customers should not notice any difference in the color or taste of their water. Upon inquiry, it was noted that this project will take approximately six months to complete.

The motion was unanimously approved.

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

J. Cameron Street Water Main Lining 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 Cameron Street Water Main Lining Project, to Dewcon, Inc., in the amount of \$2,591,725 as outlined in Dewcon, Inc.'s bid documents, dated March 12, 2019. Funding Source: Water #60800801-80100-00081 – Wtr Cameron Street Water Main.

Mr. Stewart stated that bids came in higher than expected, however, this is the third time the project has gone out for bid. CRW may have to reconsider the scope of work to stay within budget, but it is critical that the project move forward. Because the pipes are being lined, water service will be temporarily restricted during construction by either low water pressure or flow. Community Outreach will be reaching out to customers and residents advising them of the issues and appreciates their patience while CRW performs this work.

There will also be traffic issues associated during the project, however, work will be coordinated as much as possible to avoid traffic issues in the area. This is original cast iron piping that was installed in 1880 or 1890 in Cameron Street for a half mile stretch in the area of the Pennsylvania Farm Show complex.

The motion was unanimously approved.

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

K. South Allison Hill GSI Business District – Recommendation to Reject Bids:

Motion: The Board authorizes the Director of Engineering to reject all bids received on March 5, 2019 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 Rehabilitation Project.

The motion was unanimously approved.

Operations:

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

A. Purchase of Vehicle for Wastewater:

Motion: The Board authorizes the Controller's procurement of (G-70) one 2019 F-250 XL 4X4 Super Cab with a Warner Select II Service Body for SRW Chassis to be installed from Suppes Ford for the Wastewater Division, in the amount of \$47,170. Funding Source: Wastewater #80000804-80400-00027 – Ww Vehicular Equipment.

B. Purchase of Hydro-Gritter for Wastewater:

Motion: The Board authorizes the Controller's procurement of a Hydro-Gritter for the Wastewater Division from Custom Conveyor Corporation, in the amount of \$78,280. Funding Source: Wastewater #80800804-80400-00056 – Ww Operations Equipment.

C. Purchase of Vehicle for Drinking Water:

Motion: The Board authorizes the Controller's procurement of (C-74) one 2019 F-250 XL Service Truck for the Drinking Water Division from Keystone Ford, in the amount of \$49,996. Funding Source: Water #60800804-80400-00017 – Wtr Vehicular Equipment.

D. Purchase of Replacement Forklift for Drinking Water:

Motion: The Board authorizes the Controller's procurement of (C-75) one Doosan Pneumatic Forklift, Model 630N-7LP for the Drinking Water Division, in the budgeted amount of \$33,633.05 from Best Line Equipment, after the total combined trade-in values for Units C-18 (\$400) and C-73 (\$13,640) in the net amount of \$19,993.05. Funding Source: Water #60800804-80400-00056 – Wtr Operations Equipment.

The motion was unanimously approved.

IX. Public Comment - Non-Agenda Items:

Mr. Karl Singleton (Pennsylvania Diversity Coalition) requested CRW consider a comprehensive M/W/DBE Plan that includes opportunities for non-construction related work. Although a contract has been awarded tonight to McNees, Wallace and Nurick, LLC., he believes other companies, such as the Pennsylvania Diversity Coalition, could have also assisted CRW with this service. He would like to see professional M/W/DBE firms for legal and engineering services be included within CRW's M/W/DBE Plan to increase its participation percentages.

He questioned whether CRW has approved the final land development for the Federal Courthouse yet. Mr. Kurowski advised that approval of the land development plan for the Federal Courthouse is through the City of Harrisburg, not CRW.

Mr. Kurowski thanked Mr. Singleton for his comments. He further stated that when public comments are received at Board meetings, staff and Board members will work to have a response developed during the interim period from the time the comments were made or will address the public comments at the next public Board meeting under an Agenda item. This would allow for anyone who has made a public comment to see their responses within the minutes if they were unable to attend the next monthly Board meeting.

X. Board Comments:

Mr. Presley welcomed Ms. Katzenmoyer to CRW. He stated that the City of Lancaster is well known with their work on stormwater management and is happy to have Ms. Katzenmoyer with CRW as we move to roll out CRW's Stormwater Management Program.

He also commended Mr. Bliss for answering all of the complaints against CRW on the Nextdoor.com neighborhood website. He stated that typically before you can call Andrew to discuss an issue, the complaint has already been answered and addressed. He thanked Mr. Bliss for all of his efforts.

Mr. Presley stated that he was happy to see Ms. Katzenmoyer already did a ride-along with CRW's staff. As a wastewater operator himself, he knows that no two wastewater or drinking water facilities are the same, and by her taking the time to do a ride-along you can get a lot of insight into what their day-to-day responsibilities are and what they do. He noted that he is sure that the operators were very happy to have her ride along.

Ms. Skotedis thanked Tanya Dierolf for her work in coordinating all of the various comments and updates to the Draft Drinking Rules and Regulations. This was no small task and she is happy to see that CRW is reaching out for public comments prior to approval of the final version.

She also welcomed Ms. Katzenmoyer and thanked her for accepting CRW's offer of employment.

She also thanked Mr. Keith for digging right into the issues that have come before the Finance Committee and is excited to work with him on resolving issues.


Mr. Kurowski thanked the group of consultants and staff who continue to push forward on the implementation of the various \$40 million of capital improvement projects, and for everything they do to keep our community and ratepayers informed, while continuing to provide quality services during construction periods. He also thanked the community and customers for their patience during these times.

He too welcomed Ms. Katzenmoyer and noted that the Board is thrilled to have a rounded leadership team and to get back to being just Board members again.

XI. Adjournment:

A motion was made by Mr. Presley, seconded by Ms. Skotedis, for the Board to adjourn the meeting at 6:43 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Secretary