

**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 and potential claims against CRW with General Counsel.
- B.** The next Regular Meeting is scheduled for Wednesday, July 24, 2019 at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, Pennsylvania, and is open to the public.

**III. Presentations**

- Rate Restructuring - Stormwater Fee (Claire Maulhardt)

**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 - May 22, 2019 - Regular Meeting Minutes**

**VII. Modifications or Deletions to the Agenda**

**VIII. Public Comment - Agenda Items (3 Minutes)**

**IX. Old/New Business**

**Executive:**

**A. Stormwater Fee Proposal and Implementation Plan:**

**Motion:** The Board approves the Stormwater Fee Proposal and Implementation Plan, dated June 19, 2019, for public review June 27 through September 25, 2019.

**B. Community Outreach & External Affairs Agreement:**

**Motion:** The Board authorizes the CEO to negotiate and execute an Agreement with Ceisler Media & Issue Advocacy, to provide community outreach and external affairs assistance, as outlined in Ceisler Media & Issue Advocacy's Proposal, dated June 24, 2019, in the amount not-to-exceed \$19,500. Funding Source: Wastewater #80504541-54104 – Ww Engineering Services.

**C. Ratification of REC Purchase & Sale Agreement:**

**Motion:** The Board ratifies the CEO's execution of the Renewable Energy Credits Purchase and Sale Agreement with Dynergy Marketing and Trade, LLC, dated May 14, 2019. Funding Source: N/A.

**D. Engagement of Temple University Harrisburg to Provide Strengths-based Leadership Training:**

**Motion:** The Board authorizes the CEO to execute a Memorandum of Understanding with Temple University Harrisburg to provide Strengths-based Leadership Training, including five workshops for up to 35 CRW professional and supervisory participants, as outlined in Temple University Harrisburg's Proposal, dated June 3, 2019, in the amount not-to-exceed \$12,500. M/W/DBE Commitment: 0 %. Funding Source: Admin #10100504-50400 – Adm – Conferences & Training; Water #60230504-50400 – Wtr Water Mgmt Conferences & Training; and Wastewater #80210504-50400 – Ww Mgmt Conferences & Training.

**E. Engagement of MHS Consulting Services to Prepare Security Plans for Water and Wastewater Facilities:**

**Motion:** The Board authorizes the CEO to execute the Letter of Agreement with MHS Consulting Services, dated June 6, 2019, to prepare Security Plans including risk and resilience components of America's Water Infrastructure Act of 2018 for both Drinking Water and Wastewater facilities, in the amount not-to-exceed \$8,850. M/W/DBE Commitment: 0%. Funding Source: Water #60504541-54104 – Wtr Engineering Services; and Wastewater #80504541-54104 – Ww Engineering Services.

**F. Chiefofstaff.com Agreement:**

**Motion:** The Board authorizes the CEO to execute an Agreement with Chiefofstaff.com for a six-month paid trial for their software to track execution of CRW's Strategic Plan for a fee of \$18,000. Funding Source: Admin #10504541-54109 – Adm Other Professional Services.

**Administrative:**

- A. Resolution No. 2019-032 for Destruction of Records:**  
**Motion:** The Board adopts Resolution No. 2019-032 for destruction of records as detailed in Exhibit "A" of each Resolution.
- B. Engagement of McNees Wallace & Nurick, LLC as Special Legal Counsel for Labor and Employment Matters:**  
**Motion:** The Board authorizes the CEO to negotiate and execute an Agreement with McNees Wallace & Nurick, LLC, for the provision of Special Legal Counsel services in alignment with CRW's RFQ, and within CRW's budget for legal expenses, based primarily on the rates set in McNees Wallace & Nurick's Engagement Letter, dated June 14, 2019. McNees Wallace & Nurick committed to utilize an MBE firm, Champion Law, for special litigation counsel services throughout the course of the contract. Funding Source: Admin #150504541-54101 – Adm Legal Services – Other.

**Finance:**

- A. MoneyGram ExpressPayment Service Agreement:**  
**Motion:** The Board authorizes the CEO to execute the MoneyGram ExpressPayment Service Agreement to provide third-party payment services for our customers to pay their CRW bills at retail agent locations throughout our service area. Funding Source: N/A.
- B. Resolution No. 2019-030 – Anti-Money Laundering Policy and Program Procedures:**  
**Motion:** The Board approves Resolution No. 2019-030 which approves and adopts an Anti-Money Laundering Policy and Program Procedures, which shall be attached hereto as Exhibit "A".
- C. Resolution No. 2019-031 – Rate Schedule Sheet for Tapping and Fire Line Fees:**  
**Motion:** The Board approves Resolution No. 2019-031 authorizing the Rate Schedule Sheet for Fees for Tapping and Fire Line Fees, effective June 26, 2019. A copy of the Rate Schedule Sheet for Tapping and Fire Line Fees will be attached to Resolution No. 2019-031 as Exhibit "A" and incorporated therein.

**Engineering:**

- A. 2019 Water System Improvements Project – Change Order No. 1:**  
**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1 with Rogele, Inc. in the amount of \$24,486.14 and no increase to the contract time. Funding Source: Water #60800801-80100-00015 - Wtr Water Main Replacement.

**B. 2018 Water System Improvements Project – Change Order No. 3:**

**Motion:** The Board authorizes the Director of Engineering’s execution of Change Order No. 3 with Wexcon, Inc. in the credit amount of (\$19,377) and no change to the contract time. Funding Source: Water #60800801-80100-00015 – Wtr Water Main Replacement.

**C. Task Order 2018-24-02: Engineering Services for 2019 Water System Improvements Project with Gannett Fleming:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2018-24-02 with Gannett Fleming, as outlined in Gannett Fleming’s Proposal, dated May 21, 2019, in the amount not-to-exceed \$29,800. M/W/DBE Commitment: \$25,000 / 83% MBE. Funding Source: Water #60800801-80100-00015 - Wtr Water Main Replacement.

**D. WSC Filter Rehabilitation 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 WSC Filter Rehabilitation Project to American Filter Service Corporation in the amount of \$376,441.87, accepting a deduct for bid item no. 4 in the amount of \$41,332 as outlined in American Filter Service Corporation’s Bid Documents, dated June 6, 2019. M/W/DBE Commitment: \$376,441.87 / 100% of Commitment for WBE. Funding Source: Water #60800801-80100-00008 – WSC Filter Media Replacement.

**E. AWTF Primary Digester Rehabilitation Project – Contract 1 - Change Order No. 6:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 6 with Eastern Environmental Contractors, Inc. in the amount of \$115,955.68 and 198 additional dates to the contract time. Funding Source: Wastewater #80800801-80100-00020 – Ww Anaerobic Digester Roof Repair.

**F. Task Order 2019-15-01: Engineering Services for GIS Edits Record Drawings with KCI Technologies, Inc.:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2019-15-01 with KCI Technologies, Inc., as outlined in KCI Technologies, Inc.’s Proposal, dated June 12, 2019, in the amount not-to-exceed \$16,005. M/W/DBE Commitment: 0% WBE, 0% MBE. Funding Source: Water #60504541-54104 Wtr Engineering Services and Wastewater #80504541-54104 - Ww Engineering Services.

**G. Task Order 2019-16-01: Engineering Services for Design Services for Stormwater Fee Campaign with WRT:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2019-16-01 with WRT, as outlined in WRT’s Proposal, dated June 13, 2019, in the amount

not-to-exceed \$26,000. M/W/DBE Commitment: 0% WBE, 0% MBE. Funding Source: Wastewater #80800801-80100-00070 – GSI Design - Professional Services.

**H. Sewer and Water Maintenance Contract No. 2 (Trenchless Work) – 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 Sewer and Water Maintenance Contract No. 2 (Trenchless Work) to Standard Pipe Services, LLC in the amount of \$718,250, as outlined in Standard Pipe Services, LLC’s Bid Documents, dated June 12, 2019. M/W/DBE Commitment: Will be negotiated with Standard Pipe Services, LLC throughout the contract. Funding Source: Wastewater #80800801-80100-00026 – Ww Collection System Rehab.

**Operations:**

**A. Timber Product Harvest/Sale Agreement for Management Units 22/31 of the DeHart Property – Recommendation of Award:**

**Motion:** The Board authorizes the issuance of a Notice of Intent to Award and the subsequent Chief Executive Officer’s execution of a Timber Product Harvest/Sale Agreement with All Terrain Logging, LLC for harvest and sale of wood products within Management Units 22/31 of the DeHart Property. Funding Source: N/A.

**B. FY2019 As-Needed Services – Raftelis:**

**Motion:** The Board authorizes the CFO to approve the continued engagement of Raftelis to provide financial and technical assistance on an as-needed basis for FY2019 under the Rate Schedule provided in the Raftelis Proposal, dated May 24, 2019. Funding Source: Admin #10504541-54109 – Adm Other Professional Fees.

**C. Authorization to Dispose/Salvage Vehicles G-01 and G-64 – Wastewater Division:**

**Motion:** The Board authorizes the CEO to take any appropriate action, and to sign any necessary documents required to dispose and/or salvage the following vehicles within the Wastewater Division:

G-01: 1998 Ford Taurus Station Wagon, VIN #1FAPP579UWA193785 (Salvage Value between \$250 and \$500)

G-64: 2009 International Vactor, VIN#1HTWNAZT09J129980 (Salvage Value \$50,000)



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