



Regular Meeting

In Attendance:

Board:

J. Marc Kurowski, P.E., Chairperson
Crystal A. Skotedis, CPA, CFE, Vice Chairperson/Treasurer
Garvey Presley, Jr., Secretary (via speakerphone)
Andrew M. Enders, Assistant Secretary/Treasurer
Alisa E. Harris

Staff:

Charlotte Katzenmoyer, Chief Executive Officer
Douglas E. Keith, Chief Financial Officer
David W. Stewart, P.E., Director of Engineering
Michael T. Doweary, Director of Administration
Jess Rosentel, Director of Wastewater Operations
Mike McFadden, Director of Water Operations
Tanya Dierolf, Director of Strategic Initiatives
Michelle Mancuso, Water Operations Supervisor
Kodi Webb, Water Quality Administrator
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist
Claire Maulhardt, City Beautiful H2O Program Manager
Sheri Berilla, Asset Manager
Colleen Boeckelmann, Executive Assistant
Steven Early, Community Relations Manager

General Counsel:

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

Others:

Ed Ellinger, P.E. (HRG)
Caleb Krauter, P.E., (HRG)
Chuck Hauser (ARCADIS)
Jeff Thompson, P.E., (WRA)
Herb Higginbotham (HDR Engineering)
Paul McNamee, P.E., (KCI Technologies, Inc.)
Heather Dodson, P.E., (Michael Baker International)
Cindy Zawrotuk, P.E., (GHD)
Brian G. Marengo, P.E., (Brown and Caldwell)
Neil Grover, Esq. (City of Harrisburg, Solicitor)
Bruce Weber (City of Harrisburg, Director of Budget and Finance)

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

The meeting was called to order by Chairperson Kurowski at 6:11 PM.

Chairperson Kurowski noted that all four Board members were present with Mr. Presley participating via speakerphone.

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 and potential claims against CRW with General Counsel.
- B.** The Regular Meeting previously scheduled for December 18, 2019 was cancelled.
- C.** Today's Regular Meeting was readvertised in accordance with the Sunshine Law. The Advertisement will be attached to the Minutes as Exhibit "A".
- D.** The next Regular Meeting is scheduled for Wednesday, February 26, 2020 at 6:00 PM in the Locust Court Building, 212 Locust Street, Harrisburg, PA 17101 and is open to the public.

III. Special Order of Business - Annual Meeting:

Mr. Kurowski turned the meeting over to Mr. Wyland for nomination and election of the 2020 officers.

- A. Election of 2020 Officers:** Mr. Wyland stated that the slate of officers of Capital Region Water for calendar year 2020 shall be: Chairperson, Vice-Chairperson, Secretary and Treasurer.

Chairperson: Ms. Skotedis nominated J. Marc Kurowski for the office of Chairperson. There being no further nominations, the nominations were closed. Mr. Wyland called for the vote for J. Marc Kurowski as Chairperson.

The nomination for J. Marc Kurowski as Chairperson was unanimously approved.

At 6:15 PM, Mr. Wyland turned the meeting back over to Mr. Kurowski.

Vice-Chairperson: Mr. Kurowski nominated Crystal Skotedis for the office of Vice-Chairperson. There being no further nominations, the nominations were closed. Mr. Kurowski called for the vote for Crystal Skotedis as Vice-Chairperson.

The nomination for Crystal Skotedis as Vice-Chairperson was unanimously approved.

Secretary: Ms. Skotedis nominated Garvey Presley for the office of Secretary. There being no further nominations, the nominations were closed. Mr. Kurowski called for the vote for Garvey Presley as Secretary.

The nomination for Garvey Presley as Secretary was unanimously approved.

Treasurer: Mr. Kurowski nominated Crystal Skotedis for the office of Treasurer. There being no further nominations, the nominations were closed. Mr. Kurowski called for the vote for Crystal Skotedis as Treasurer.

The nomination for Crystal Skotedis as Treasurer was unanimously approved.

Mr. Kurowski announced the slate of officers for 2020 has been elected and congratulated the Board Members for their positions in 2020.

A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the following item be approved, Special Order of Business – Annual Meeting, Item B:

B. Appointment of Assistant Secretary-Treasurer:

Motion: The Board appoints Andrew Enders, as Assistant Secretary-Treasurer of Capital Region Water for calendar year 2020.

The motion was unanimously approved.

IV. Committee Reports:

Budget and Finance Committee: Ms. Skotedis provided highlights on the following:

- Request for Proposal (RFP) for preparation of CRW's Financial Statement for years 2019, 2020 and 2021 has been issued. The deadline for responding is January 24, 2020;
- Modifications to the Purchasing Policy are being reviewed; and
- PENNVEST Application for funding Capital Improvement Projects for the AWTF.

Personnel and Administrative Committee: Ms. Skotedis provided highlights on the following:

- Active Shooter Training was provided for all staff members;
- Employee of the Month program has been implemented with five nominations being received for the first month;
- Contract negotiations are underway for the Collective Bargaining Agreement; and
- Several new positions have been filled, including two legal interns working with Human Resources.

Operations/Engineering Committee: Mr. Kurowski reported the Committee met last week and discussed numerous capital improvements projects currently underway. There are several items on tonight's Agenda regarding those projects which have all been vetted by the Operations/Engineering Committee prior to tonight's meeting.

Mr. Kurowski advised there are some significant equipment purchases on the Agenda tonight, including the lease/purchase of three street sweepers. He announced this issue had previously been vetted in Committee, as well as approval of the purchases as part of the 2020 budget process and that in 2020, CRW will begin to perform street sweeping in-house, rather than contracting for this service.

Legal/Risk Management Committee: Mr. Enders reported the Committee met on December 20, 2019. Discussions included risk management and legal issues that are privileged and not open to discussion in public meetings. He announced CRW continues its proactive approach towards issues of Cyber security.

Public Outreach / M/W/DBE Committee: Ms. Harris reported the Committee also met on December 20, 2019 and highlighted the following:

- Roll out process of the Stormwater Fee.
- Milestones to the Stormwater Fee to begin July 1, 2020, include:
 - Notice of Assessments will be issued in early March 2020; and
 - First Stormwater invoices will be issued around July 25, 2020.
- Welcomed Steven Early who has joined CRW's team as Community Relations Manager.

V. Management Report:

The monthly Management Report was provided to the Board in advance of the meeting and posted on CRW's website. There were no questions from the Board, however,

Ms. Katzenmoyer and Mr. Presley commended CRW's staff on the following accomplishments achieved in 2019:

- Wastewater contracted waste hauling was up by 10% in 2019;
- Inlet repairs/replaced was up 61% in 2019;
- CCTV of sewer mains was up 1.1% in 2019;
- Pipes/Mains cleaned was 25.9 miles or a 400% increase;
- Rotating water service personnel completed close to 5,000 PA One Call locates in 2019 for both Water and Wastewater facilities;
- Wastewater Cogeneration revenues were up 30%; and
- Congratulations and thank you to the staff for all that they do.

VI. Minutes of Previous Meetings:

A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the Minutes of the November 13, 2019 Special Meeting, and the November 20, 2019 Regular Meeting be approved as presented.

The motion was unanimously approved.

VII. Modifications or Deletions to the Agenda: None.

VIII. Public Comment - Agenda (3 Minutes): None.

IX. Old/New Business:

Executive:

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

A. Resolution No. 2020-001 – Establishment of 2020 Board Committees:

Motion: The Board adopts Resolution No. 2020-001 which establishes the 2020 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.

The motion was unanimously approved.

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

B. Resolution No. 2020-002 – Wastewater and Stormwater Rules and Regulations, effective February 1, 2020:

Motion: The Board adopts Resolution No. 2020-002 for the Wastewater and Stormwater Rules and Regulations, effective February 1, 2020, which shall be attached as Exhibit "A".

The motion was unanimously approved.

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

C. Engagement of Summit Technologies for AWIA, HIPAA & PCI Compliance:

Motion: The Board authorizes the CEO to negotiate and execute an Agreement with Summit Technologies for the provision of cybersecurity risk assessment within CRW's budget for Information Technology consultants, based primarily on the rates set in Summit Technologies Proposal, dated August 1, 2019, in the amount not-to-exceed \$40,000. Funding Source: \$20,000 Water Fund #60504542-54205-C001 – Wtr AWIA Non-Core Requirements; \$20,000 Wastewater Fund #80504542-54205-C001 – Ww AWIA Non-Core Requirements.

The motion was unanimously approved.

Administrative:

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

A. Engagement of Hammel Associates Architects, LLC for Renovations to 3003 North Front Street, Harrisburg Building:

Motion: The Board authorizes the CEO to execute an Agreement with Hammel Associates Architects, LLC for Renovations to 3003 North Front Street, Harrisburg, PA, in the amount not-to-exceed \$73,150 for professional fees and \$2,500 for estimated reimbursable expenses for designing the first-floor office space and performing construction administration during the construction. Funding Source: Water #60800804-80400-00500 - Administrative Building.

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. Resolution No. 2020-003 – Authorized Representatives to Submit a Wastewater Treatment Capital Improvements Programmatic Financing Financial Assistance Application to PENNVEST in the Amount of \$65,000,000 for Wastewater Treatment Capital Improvements Projects and to Finalize Such Loan per the Funding Approval from PENNVEST:

Motion: The Board adopts Resolution No. 2020-003 which authorizes the Chairperson, Vice Chairperson, Chief Executive Officer and/or Chief Financial Officer (“Authorized Officers”) to execute all certifications and documentation required in connection with the PENNVEST Programmatic Financing (Pro-Fi) Financial Assistance Application and award in the amount of \$65,000,000 for Wastewater Treatment Capital Improvement Projects between the award date and 2025; and Capital Region Water’s Authorized Officers are also authorized to enter into a PENNVEST Loan Agreement (and related documentation) for the Wastewater Treatment Pro-Fi Project.

The Board thanked Mr. Keith for bringing the PENNVEST Application to the Board for consideration.

The motion was unanimously approved.

Engineering:

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

A. WSC Chlorine Scrubber Project – Change Order No. 1:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 1 with Pagoda Electrical, Inc. in the amount of \$2,753.77 and no additional days. Funding Source: Water #60800801-80100-00045 – Chlorine Scrubber Project.

B. WSC Chlorine Scrubber Project – Change Order No. 2:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 2 with Heisey Mechanical, Ltd. for a credit of \$1,058 and no additional days. Funding Source: Water #60800801-80100-00045 – Chlorine Scrubber Project.

C. WSC Liquid Fluoride Feed System Project – Change Order No. 1:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 1 with PSI Pumping Solutions, Inc. for a decrease in the amount of \$2,274 and no additional days. Funding Source: Water #60800801-80100-00092 – Wtr Liquid Fluoride Chem Feed.

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. Cameron Street Water Main Lining Project Phase 1 – Change Order No. 2 - Final:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 2 with Dewcon, Inc., for \$221,267.22 and no increase to the contract time. Funding Source: Water #60800801-80100-00081 – Wtr Cameron Street Water Main.

Ms. Harris requested clarification and the purpose of Change Order No. 2. Mr. Stewart provided the explanation from the floor.

The motion was unanimously approved.

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

E. 2019 Street Restoration Project – Change Order No. 1 – Final:

Motion: The Board authorizes the Director of Engineer's execution of Change Order No. 1 (Final) with Shiloh Paving & Excavating, Inc. for a decrease in the amount of \$11,698, and no change to the contract time. Funding Source: Wastewater #80800801-80100-00026 – Collection System Rehabilitation and Drinking Water #60800801-80100-00015 – Water Main Replacement.

F. AWTF Digester Rehabilitation Project – Change Order No. 3:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 3 with IB Abel, Inc. for a decrease in the amount of \$9,894.94 and no additional days. Funding Source: Wastewater #80800801-80100-00020 – Primary Digester Rehabilitation.

G. AWTF Digester Rehabilitation Project – Change Order No. 8:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 8 with Eastern Environmental Contractors, Inc. in the amount of \$180,971.18 and no increase to the contract time. Funding Source: Wastewater #80800801-80100-00020 – Primary Digester Rehabilitation.

Ms. Harris requested clarification on Change Order No. 8 with Eastern Environmental Contractors, Inc. Mr. Stewart provided the explanation from the floor. Mr. Kurowski stated that all change orders are heavily vetted during the Operations/Engineering Committee meeting before they come to the Board for approval.

The motion was unanimously approved.

A motion was made by Ms. Skotedis, seconded by Mr. Kurowski, that the following items be approved by consent, Engineering Items H., I. and J.:

H. Task Order 2020-01-01: Engineering Services for Water Distribution and Transmission Asset Management Plan with KCI:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-01-01 with KCI as outlined in KCI's Proposal, dated January 9, 2020, in an amount not-to-exceed \$90,317. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60504541-54101 – Wtr Engineering Services.

I. Task Order 2020-03-01: Engineering Services for Cityworks Support with KCI:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-03-01 with KCI, as outlined in KCI's Proposal, dated January 8, 2020, in an amount not-to-exceed \$32,985.05. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: 50/50 Split: Water #60504541-54101 – Wtr Engineering Services and Wastewater #80504541-54101 – Ww Engineering Services.

J. Task Order 2020-04-01: Engineering Services for GIS Support with KCI:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-04-01 with KCI, as outlined in KCI's Proposal, dated January 9, 2020, in an amount not-to-exceed \$159,970. M/W/DBE Commitment: \$16,128 / 10.1%. Funding Source:

Water #60504541-54101 – Wtr Engineering Services and Wastewater #80504541-54101 – Ww Engineering Services.

The motion was unanimously approved.

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

K. Task Order 2018-23-03: Engineering Services for Construction Phase Engineering Services for Front Street Pumping Station Improvements with JMT:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2018-23-03 with JMT, as outlined in JMT's Proposal, dated January 17, 2020, in an amount not-to-exceed \$59,750. M/W/DBE Commitment: \$3,500 / 5.9% of commitment to a WBE firm to provide structural engineering services. Funding Source: Wastewater #80800801-80100-00025 – Front St Pump Station Des/Cons.

The motion was unanimously approved.

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

L. Task Order 2019-06-02: Engineering Services for Paxton Creek Interceptor Improvements – Preliminary Screening Investigation with JMT:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2019-06-02 with JMT, as outlined in JMT's Proposal, dated November 15, 2019, in an amount not-to-exceed \$43,000. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80800801-80100-00028 – Paxton Creek Interceptor Rehabilitation.

The motion was unanimously approved.

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

M. Task Order 2020-05-01: Engineering Services for 2020 IDIQ Construction Management with HRG:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-05-01 with HRG Engineering, Inc., as outlined in HRG's Proposal, dated January 8, 2020, in an amount not-to-exceed \$413,900. M/W/DBE Commitment: \$62,600 / 15.1% of commitment for MBE and \$16,500 / 4.0% of commitment for WBE.

Funding Source: Wastewater #80800801-80100-00026 – Collection System Rehabilitation and Water #60800801-80100-00015 – Water Main Replacement.

The motion was unanimously approved.

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

N. Task Order 2017-09-04: Engineering Services for South Allison Hill Business District GSI Project with AKRF:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2017-09-04 with AKRF as outlined in AKRF's Proposal, dated January 14, 2020, in an amount not-to-exceed \$144,215. M/W/DBE Commitment: \$43,200 / 30%. Funding Source: Stormwater #90800801-80100-00089 – South Allison Hill GSI.

The motion was unanimously approved.

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

O. Basic Ordering Agreement & Task Order 2020-08-01: CBH2OPP Priority Planning Area Plans – Uptown – Recommendation of Award with WRT:

Motion: The Board authorizes the issuance of a Notice of Intent to Award, subsequent Director of Engineering's execution of a Basic Ordering Agreement, and Task Order 2020-08-01 for the CBH2OPP Priority Planning Area Plans - Uptown to WRT, LLC in an amount not-to-exceed \$127,495, as outlined in WRT's Proposal, dated November 25, 2019. M/W/DBE Commitment: \$50,210 / 40% of commitment for WBE. Funding Source: Wastewater #80800801-80100-00112 – Uptown CSS Area Decentralized.

The motion was unanimously approved.

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

P. Basic Ordering Agreement & Task Order 2020-09-01: CBH2OPP Priority Planning Area Plans – Lower Paxton Creek – Recommendation of Award with Brown & Caldwell:

Motion: The Board authorizes the issuance of a Notice of Intent to Award, subsequent Director of Engineering's execution of a Basic Ordering Agreement, and Task Order

2020-09-01 for the CBH2OPP Priority Planning Area Plans – Lower Paxton Creek to Brown & Caldwell in an amount not-to-exceed \$222,135 as outlined in Brown & Caldwell’s Proposal Documents, dated January 10, 2020. M/W/DBE Commitment: \$32,503 / 14.6%. Funding Source: Wastewater #80800801-80100-00113 – Lower Paxton Creek CSS Area Decentralized G/G.

Q. Task Order 2020-10-01: CBH2OPP Priority Planning Area Plans – Lower Front Street – Recommendation of Award with AKRF:

Motion: The Board authorizes the issuance of a Notice of Intent to Award and subsequent Director of Engineering’s execution of Task Order 2020-10-01 for the CBH2OPP Priority Planning Area Plans – Lower Front Street to AKRF in an amount not-to-exceed \$100,000 as outlined in AKRF’s Proposal Documents, dated November 25, 2019. M/W/DBE Commitment: \$21,000 / 21%. Funding Source: Wastewater #80800801-80100-00114 – Lower Front Street CSS Area Decentralized G/G.

The motion was unanimously approved.

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

R. TLC Cornerstone GSI – Engineering Services with Cosmos Technologies:

Motion: The Board authorizes the Director of Engineering to execute a contract with Cosmos Technologies Inc., as outlined in Cosmos’ Proposal, dated January 10, 2020, in an amount not-to-exceed \$45,000. M/W/DBE Commitment: 100% of commitment for MBE. Funding Source: Stormwater #90800801-80100-00109 – TLC Cornerstone GSI.

Mr. Presley stated he was very excited to see 100% M/W/DBE Engineering Commitment on this Agreement.

The motion was unanimously approved.

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

S. South Allison Hill Business District GSI – 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 South Allison Hill Business District GSI to Shiloh Paving & Excavating, Inc. in the amount of \$1,339,855, as outlined in Shiloh & Excavating, Inc.’s Bid Documents, dated December 20, 2019. M/W/DBE

Commitment: \$504,960 / 37.7%. Funding Source: Stormwater # 90800801-80100-00089 – South Allison Hill GSI.

Ms. Skotedis stated she would recuse herself from voting on Engineering, Item S. as she has a conflict of interest with respect to the award of the bids. A copy of her statement of recusal was provided to the recording secretary and will be attached to the Minutes as Exhibit “B”.

Mr. Enders advised that the Public Outreach/M/W/DBE Committee spent considerable time vetting the bid documents for this project with CRW staff. Mr. Kurowski confirmed that Shiloh & Excavating, Inc. was the lowest responsive bidder of the bids received.

After discussion, the motion was approved by majority vote with Ms. Skotedis recusing from the vote.

Operations:

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

A. Task Order 2020-06-01: Engineering Services for 2020 GSI Operation & Maintenance with AKRF:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-06-01 with AKRF, as outlined in AKRF’s Proposal, dated January 8, 2020, in an amount not-to-exceed \$193,000. M/W/DBE Commitment: \$150,000 / 77.7%. Funding Source: Wastewater #80504541-54104 – Ww Engineering Services (\$43,000) and Wastewater #80251521-52104 – Ww Fmtc Contract Services-GSI (\$150,000).

The motion was unanimously approved.

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

B. Project Number 2019-212: Fiberglass Reinforced Plastic (FRP) Doors and Fiberglass Resin Transfer Molding Frames – Drinking Water Department:

Motion: The Board ratifies the CFO’s execution awarding Project Number 2019-212: Fiberglass Reinforced Plastic (FRP) Doors and Fiberglass Resin Transfer Molding Door Frames to COR Construction Services, and the execution of the Agreement in the amount not-to-exceed \$46,049. Notifications for M/W/DBE were solicited via PennBid system. There were no commitments returned at the time of the award (summary of

notification efforts attached). Funding Source: Water #60800804-00203 – Security Cameras/Access Control.

The motion was unanimously approved.

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

C. Project Number 2019-213: Satellite Leak Detection Services for Drinking Water
Department:

Motion: The Board ratifies the CFO's execution of the Proposal with Utilis, Inc., dated August 29, 2019, to procure Satellite Leak Detection Services at a total cost not-to-exceed \$29,500. M/W/DBE Commitment: \$0.00 / 0.00% – Sole Source Provider. Funding Source: Water #60221512-2019-213 – Satellite Leak Detection Services for Drinking Water.

Mr. Presley requested clarification how the satellite leak detection services work. Mr. McFadden explained that through automated aerial imaging, Utilis will take the initial aerial image and identify points of interest within about 100 feet. CRW's crews then will be able to narrow down those areas identified as points of interest and will determine if a main is in need of repair, since the imaging will also identify service lateral leaks which is the property owner's responsibility to repair. In approximately five or six months, an aerial image will be taken to identify new leaks and those not captured initially. Ms. Katzenmoyer advised that Utilis is performing the same type of aerial imaging for Suez Water so CRW is getting a better rate on the imaging cost since it is being combined at the same time Suez Water is having this service performed.

The motion was unanimously approved.

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

D. Purchase of RamJet Truck for Wastewater:

Motion: The Board authorizes the CFO to procure one RamJet Truck (G-73) from A&H Equipment for the Wastewater Department totaling \$266,671. There was no M/W/DBE participation due to the purchase through COSTARS (Commonwealth of PA's Cooperative Purchasing Program). Funding Source: Wastewater #80800804-80400-00027 – Ww Vehicular Equipment.

Upon inquiry from Mr. Presley, Mr. Rosentel stated that the purchase of G-73 is to replace an existing truck that has been used for the last 26 years that needs approximately \$20,000 in repairs.

The motion was unanimously approved.

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

E. Project Number 2019-214: Street Sweeping Equipment:

Motion: The Board ratifies the CFO's procurement of three Elgin Pelican Street Sweepers from A&H Equipment for the Stormwater Department identified as SW-01, SW-02 and SW-03. The purchase will be 100% financing with a tax-exempt capital lease, for a term of 60 months, with a \$1 buyout. The lease interest rate will be determined at the time of the lease application. Current interest rates are in the range of 2.11% - 3.25%, based on a three-year cost of funds. Monthly lease expense is expected not-to-exceed \$12,500 per month. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Stormwater #90251511-51103 – Sw Equipment Lease.

Mr. Enders stated the issue of CRW taking over street sweeping from a private contractor has had considerable vetting in the Operations/Engineering Committee. He stated that he is very confident that this issue is better handled directly by CRW personnel for significant cost savings. Ms. Katzenmoyer advised that the units being purchased are the same units utilized in urban cities like the City of Lancaster and that she is very familiar with them and recommends them.

Ms. Harris thanked Ms. Katzenmoyer for her leadership on this issue as it represents significant savings. Mr. Presley stated it will be better having local personnel knowing the areas that our customers are calling about when there are problems.

The motion was unanimously approved.

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

F. Municipal (Wastewater) Blending Group Participation:

Motion: The Board authorizes CRW to participate in a Municipal (Wastewater) Blending Workgroup providing education and advocating against regulatory restriction of in-plant blending in the amount not-to-exceed \$2,500. The workgroup is administered

by Barnes & Thornburg. Funding Source: Wastewater #80504541-54100 – Legal Services – General.

Ms. Rosentel explained the process of wastewater blending and the financial impact it could have on CRW. Upon inquiry, it was noted that Barnes & Thornburg will be advocating for both legal and advocacy services for CRW, along with many other utilities participating in this group with U.S. EPA. Ms. Katzenmoyer requested that the Issue Brief in support of this motion be attached to the Minutes as Exhibit “C”.

The motion was unanimously approved.

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

G. Purchase of SCADA System:

Motion: The Board authorizes the CFO to procure hardware clusters with a five-year lease through Insight Public Sector, Inc. for the Water and Wastewater Departments totaling \$69,771.70. Funding Sources: Water #60800801-80101-C001 – Wtr AWIA Compliance and Wastewater #80800801-80101-C001 – Ww AWIA Compliance.

The motion was unanimously approved.

X. Public Comment - Non-Agenda Items: None.

Board Comments:

Ms. Harris thanked Harrisburg City Council for use of Council Chambers this evening, and for their continuing support of CRW.

She also thanked the prime contractors who have significantly increased their M/W/DBE participation levels. The increased participation numbers are astonishing regarding the recent contract awards to M/W/DBE contractors.

Ms. Harris stated that she will be questioning the approval of large change orders now, just to make sure that all information has been properly vetted to be certain that prime contractors did not come in as the lowest bidder only to have items added on through the change order process.

Mr. Enders thanked the staff for a great meeting. Due to the number of items on tonight's Agenda, the vetting process through Committees has certainly assisted the Board in streamlining review of the information. Staff should be commended on putting the documentation together. Mr. Enders also stated that with the growing concern over cyber security with municipal government entities, he is very pleased that CRW is taking the matter seriously and continues to work in advance for compliance.

Ms. Skotedis thanked the staff for the tremendous effort they do to provide information to the board members to make it easy for them to understand.

Mr. Presley also thanked the staff for the compilation of nearly 900 pages of information for tonight's meeting. He stated that vetting information in Committees prior to having issues placed before the Board for voting makes the process go much smoother. He welcomed the new hires, Steve Early, Rebecca Laufer and Neil Ebert to CRW.

Mr. Presley also commended Mrs. Berilla as she has taken the Cityworks Computerized Maintenance Management System (CMMS) introduced last year and made it a working program that the field workers enjoy utilizing. He also commended the contractors and CRW's staff for the significant increase in participation of M/W/DBE contract awards.

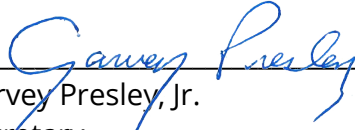
Mr. Kurowski stated a lot of work happened in 2019 and CRW continues to keep the Board abreast as negotiations continue for the Consent Decree. The Stormwater Fee was pushed back until July 1, 2020 and CRW is in a good place for rolling out the stormwater fee in 2020.

CRW has had success working with USEPA and GSI Implementation in 2019, and with the purchase of the new office building and move in 2020, along with the capital improvements projects scheduled for 2020, CRW will certainly be busy this year. He also thanked the City of Harrisburg for hosting CRW's Board meeting tonight.

XI. Adjournment:

A motion was made by Mr. Presley, seconded by Ms. Skotedis, for the Board to adjourn the meeting at 7:16 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Jr.
Secretary



Order Confirmation

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Run Dates	Sort Text	THE578REGULARMEETINGOFCAPITALREGIONWATERSCHEDULEDFORWEDNESDAYJANUARY2020AT600PMHA	
		01/09/2020	

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Ad Content Proof

The Regular Meeting of Capital Region Water scheduled for Wednesday, January 22, 2020 at 6:00 PM, has been relocated and will be held at Council Chambers, Room 101, Martin Luther King, Jr. Government Center, 10 North Second Street, Harrisburg, PA 17101. All Regular Meetings of Capital Region Water are open to the public
CAPITAL REGION WATER

Exhibit "A"

MEMORANDUM

To: Capital Region Water Secretary

From: Crystal Skotedis, Board Member

Date: January 22, 2019

Re: Conflict of Interest

I hereby disclose that I have a conflict of interest with respect to the award of bids for the South Allison Hill GSI Project. My accounting firm represents one of the bidders that is being considered for the award. Accordingly, and upon the advice of Capital Region Water's General Counsel, I will abstain from voting per the Pennsylvania Public Official and Employee Ethics Act.



Crystal Skotedis

CRW Board Member

Issue:

Participation in a National Municipal (Wastewater) Blending Advocacy Group.

Background:

- CRW's AWTF can process influent flows of up to 80-MGD – headworks (screening & grit removal), primary clarification and effluent disinfection unit processes.
- CRW's secondary treatment process capacity is limited by the hydraulics (actually solids flux) of the secondary clarifiers to about 50-MGD.
- CRW operates a permitted in-plant bypass of flows greater than 50-MGD around secondary treatment before blending with secondary clarifier effluent and disinfection. This has been the practice since the facility was upgraded to a secondary plant in the late 1970's.
- EPA is considering rulemaking to prohibit such in-plant blending operations. EPA regional position and enforcement has been inconstant.

Items for Consideration:

- Barnes & Thornburg, LLC (CRW Special Environmental Counsel) organizes a group of interested municipalities and public utilities to leverage advocacy efforts at a national level.
- CRW has been invited to join the group.
- There is a \$2,500 fee for each participating member to cover group administration and legal fees. Cost is based on a scope of work that includes meetings with EPA and providing comments on proposed rulemaking.
- CRW cannot afford to lose our permitted secondary bypass/blending operations. There really is no feasible alternative within the existing AWTF site.
- Staff are working on developing implementation costs and siting of high-rate treatment processes that would be necessary should blending cease to be permitted.

Recommendation:

Recommend the Board authorize CEO and staff to join and participate in Barnes & Thornburg's Municipal (Wastewater) Blending Advocacy Group, not-to-exceed \$2,500.

Funding Source:

Wastewater #80504541-80400-54100 - Legal Services