



Regular Meeting (Conducted via Skype)

In Attendance:

Board:

J. Marc Kurowski, P.E., Chairperson
Crystal A. Skotedis, CPA, CFE, Vice Chairperson/Treasurer
Garvey Presley, Jr., Secretary
Andrew 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
Jess Rosentel, Director of Wastewater Operations
Maynard Gardner, Acting Director of Water Operations
Neil Ebert, Facility Maintenance Supervisor
Tanya Dierolf, Director of Strategic Initiatives
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist
Bob Lipscomb, Document Specialist
Claire Maulhardt, City Beautiful H2O Program Manager
Jeff Bowra, Lead Engineer
Rebecca Laufer, External Affairs Manager
Jarvis Brown, Diversity Program Manager
Sheri Berilla, Asset Manager
Kendrick Maholtz, GIS Data Analyst
Jamie Meily, Customer Service Representative
D. Thomas Bernstein, Environmental Compliance Inspector
Julie Peters, Controller

General Counsel:

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

Others:

Ed Ellinger, P.E. (HRG)
Caleb Krauter, P.E. (HRG)
Jeff Thompson, P.E. (WRA)
Chuck Hauser (ARCADIS)
John Hammell, P.E. (CDM Smith, Inc.)
Madeleine Driscoll, P.E., (KCI Technologies, Inc.)
Charnelle Hicks-Gungor (CHPlanning, Ltd.)

I. Call to Order - Roll Call:

The meeting was called to order by Chairperson Kurowski at 6:12 PM.

Chairperson Kurowski stated that all five Board members were present, and that today's meeting was being conducted via Skype due to the pandemic with COVID-19.

General housekeeping items were addressed by the Chairperson advising that all attendees' microphones have been muted to enhance the sound quality and to reduce feedback. If anyone participating wants to speak or make a comment during the comment periods, please unmute your phone or send an instant message including your name and request that your phone be unmuted. When you are done speaking please remember to mute your phone or your phone will be muted for you when you are finished speaking.

CRW posted the Agenda one week in advance on the website and has accepted public comments via email until 4:00 PM today. As of today, we have not received any emailed comments, therefore, no comments will be read into the record.

Today's meeting is being recorded and will be posted on Thursday, July 23, 2020, on CRW's website at <https://capitalregionwater.com/meetings-reports/>.

II. Chairperson's Announcements:

- A.** An executive session under Section 708(a) of the Sunshine Act was held today at 4:30 PM to discuss personnel matters and potential claims against CRW with General Counsel.
- B.** Today's Regular Meeting was advertised in accordance with the Sunshine Law. The Advertisement will be attached to the Minutes as Exhibit "A".
- C.** The next Regular Meeting is scheduled for Wednesday, August 26, 2020 at 6:00 PM and will be held virtually, an advertisement will be published in the Patriot News and instructions to join the Skype meeting will be posted on the Capital Region Water website.

III. Committee Reports:

Operations/Engineering Committee: Mr. Kurowski reported the Committee met virtually on July 9, 2020 and discussed a number of issues which appear on tonight's agenda under Operations and Engineering. The majority of the discussion in committee was on how CRW is tracking change orders. Going forward, for projects in construction, CRW's staff currently tracks project costs by the original contracted amount plus change orders. Now as change orders are being tracked internally, the tracked information will now be shared with the Board so the Board is aware of all capital improvement project costs, including change orders, so Board members will have a report on how the change orders have impacted the project.

All items on tonight's Agenda were previously vetted and discussed in committee, specifically Engineering Items B., C., and L. All are recommended by the Committee for approval tonight.

Ms. Harris requested that change orders be managed better at the committee level. She requested board members be provided with some type of report that summarizes the initial cost of a project, as well as tracking the change orders for that project, and whether change order can be impacted by CRW's M/W/DBE Program to increase participation levels.

There were no further questions or comments from the Board.

Legal/Risk Management Committee: Mr. Enders reported the Committee met virtually on July 2, 2020 and highlighted the following:

- Progress was made on two matters regarding property law, transfer deeds and easements;
- Ongoing discussions with US EPA and PADEP;
- Personnel matters;
- No new claims since the last Committee meeting in June; and
- He applauds Joe Ritchey for his active role in risk management.

There were no comments from the Board.

Public Outreach / M/W/DBE Committee: Ms. Harris reported the Committee met virtually on July 9, 2020 and highlighted the following:

- COVID monitoring in sewage at the AWTF;
- Continuing to look for opportunities for future improvements for CRW's M/W/DBE Program during the pandemic;
- Discussions continue on creative ways to reach out to the community during the pandemic;

- Street sweeping has begun by DBi, although originally delayed. CRW's goal is to improve street sweeping throughout the City. CRW is aware of the current complaints regarding street sweeping and this issue is being addressed; and
- Thank you to all of the staff who are currently out in the community performing essential services for our customers.

There were no questions from the Board.

Budget and Finance Committee: Ms. Skotedis reported the Committee met virtually on July 9, 2020 and highlighted the following:

- M/W/DBE Program was discussed at the Committee level;
- CRW's Customer Assistance Program launched on July 1, 2020. CRW will continue to monitor this program and provide reporting on this program as it evolves;
- CRW has evolved into a new narrative and graphic based financial reporting. The first report effective May 31, 2020 has been distributed to the Board which provides a snapshot of CRW's current financial condition on a monthly basis;
- Billed water volume is down; billed commercial volume is down; billed residential volume is the same; YTD revenues are down approximately \$1.1M which occurred mostly in May. CRW will continue to monitor revenues in June and July;
- Effective March 2020, CRW had ceased assessing penalties for late payments. That process has continued up through today, however, the Budget and Finance Committee will be adding an additional item to tonight's Agenda under Finance to resume collection efforts effective with the July 1, 2020 billing, however, CRW continues to suspend water shut-offs at this time;
- Pennsylvania Municipal Retirement System (PMRS) Program of CRW's employees requires an Amendment which appears on tonight's Agenda which permits employees to cease paying into the PMRS Program after 37.5 years of service with CRW;
- The municipal lien process was evaluated to assist in our collection efforts;
- Possible financing of capital improvement projects as the bond market is very favorable at this time;
- 2021 budget process timeline has been established;
- Two reimbursement agreements with Tri-County Community Action and the City of Harrisburg regarding the South Allison Hill GSI Project are on tonight's Agenda and the Committee vetted those documents and recommends their approval tonight.

There were no questions from the Board.

Personnel and Administrative Committee: Ms. Skotedis advised the Committee did not meet last month but provided these highlights:

- Heavy focus on getting furloughed employees back to work and evaluating projects that will allow those employees to be brought back;
- Recruiting efforts were discussed and interviews continue to be held remotely; and
- Diversity and inclusion continue to be a topic of discussion.

There were no questions from the Board.

IV. Management Report:

The monthly Management Report was provided to the Board in advance of the meeting and posted on CRW's website.

Ms. Katzenmoyer provided an update as to the renovations at the 3003 North Front Street location. She reported that a tax appeal application was filed and a Tax Appeal Hearing was held on July 14, 2020 at the Dauphin County Tax Assessment Office. Thank you to Tammie Sheaffer and Salzman Hughes personnel for assisting in the filing of this appeal application. The Tax Assessment Board has elected to delay their decision until their August meeting so they can confirm the accuracy of the leased space at 3003 N. Front Street currently used by the tenant, Maher-Duessel, as well as receiving review from their Solicitor on legal arguments as to the date the tax exemption would become effective.

She is very impressed with how everything is coming together with the renovations at 3003 North Front Street. She thanked Joe Baker's staff, Randy Ritter, Kwan Lee, Jorge Garcia-Navarro, Myron Mitchell, and Warren Detres-Toro, for the reconfiguring of a lot of the office and other enhancements. These employees allowed us to keep on schedule in order to not to delay the painters and they have also offered their assistance again to our IT staff for running the IT wiring in the new facility. These CReW members have gone above and beyond to make our new home a great place to work. Also thank you to the rest of the AWTF personnel who performed endless repairs and maintenance at the facility, along with continuous cleaning, sanitizing and disinfection for a safe work environment while the other CReW members were able to assist at the new corporate office. Thank you for all of your dedication.

Thank you to Maynard Gardner and his staff, Rod Bebenek, Jason Miller and Damon Clowe for stepping up and taking care of the ground maintenance at the new corporate office location and for handling these additional responsibilities. Thank you for all that you do.

She commended the CRW staff who transitioned to teleworking without a lot of glitches. While a lot of companies were trying to figure out how to transition to teleworking, CRW was already ahead of the curve allowing the transition to happen relatively easily. She thanked

everyone involved in the smooth transition, along with the Board for authorizing the expenses to accommodate staff to work remotely. CRW was able to continue performing all essential services while continuing to work remotely.

Recruiting efforts continue for replacement of the Shared Services Director. CRW is working with Team LMI. One interview has been conducted with other interviews to be held in the future. The CEO continues to work with Maynard Gardner and Michelle Mancuso in the interim with oversight until the position of the Superintendent of the Drinking Water Department is filled.

Ms. Katzenmoyer reported that CRW has hired a new laboratory supervisor at the Drinking Water Department. She currently runs an accredited lab in New York. She will begin at the end of August. CRW welcomes her to our organization.

Mr. Presley questioned whether the recruitment search for the Superintendent of the Drinking Water Department will go through Team LMI? Ms. Katzenmoyer stated that interviews for that position will be conducted in-house through the HR Manager and the CEO.

There were no further questions from the Board.

V. Minutes of Previous Meetings:

A motion was made by Ms. Skotedis, seconded by Mr. Enders, that the Minutes of the June 24, 2020 Regular Meeting be approved as presented.

The motion was unanimously approved.

VI. Modifications or Deletions to the Agenda:

Two items were added to tonight's Agenda to read as follows:

Executive:

A. DeHart Property Second Amended Conservation Easement – Round 3:

Motion: Consistent with Resolution No. 2019-036, subject to the review and approval of counsel, the Board authorizes the Chairperson to execute the Second Amended Conservation Easement and all associated documentation necessary to effectuate its terms. Funding Source: N/A.

and:

Finance:

C. Reintroduction of Collection of Penalties:

Motion: The Board rescinds a portion of Resolution No. 2020-009 which was the Temporary Suspension of Penalties and Interest which was ratified at the April 22, 2020 Board meeting. The moratorium on water terminations will remain in place, but effective with July 1, 2020 bills, penalties for late payments will begin.

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

VIII. Old/New Business:

Executive:

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

A. DeHart Property Second Amended Conservation Easement – Round 3:

Motion: Consistent with Resolution No. 2019-036, subject to the review and approval of counsel, the Board authorizes the Chairperson to execute the Second Amended Conservation Easement and all associated documentation necessary to effectuate its terms. Funding Source: N/A.

Mr. Kurowski noted that approval of this motion generates approximately \$180,000 in non-ratepayer revenue for CRW.

The motion was unanimously approved.

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

B. Resolution No. 2020-050 – PMRS Adoption Agreement Amendment Effective January 1, 2020:

Motion: The Board adopts Resolution No. 2020-050 to amend Capital Region Water's Defined Benefit Plan Adoption Agreement with the Pennsylvania Municipal Retirement System (PMRS) that establishes the Member Contribution Rate for those Employees with thirty-seven and one-half (37.5) or more years of Vesting Service, effective

January 1, 2020. A copy of the Defined Benefit Plan Adoption Agreement Amendment shall be attached to the Resolution as Exhibit "A".

Mr. Presley questioned how many employees are impacted by the approval of this Amendment with PMRS? Ms. Skotedis stated there were a couple of employees impacted by this amendment.

The Resolution was unanimously adopted.

Administrative:

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

A. Resolution Nos. 2020-030 through 2020-049 for Destruction of Records:

Motion: The Board adopts Resolution Nos. 2020-030 through 2020-049 for destruction of records as detailed in Exhibit "A" of each Resolution.

The Resolutions were unanimously adopted.

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

B. Engagement of Hammel Associates Architects, LLC for Additional Renovations to 3003 N. Front Street:

Motion: The Board authorizes the CEO to engage Hammel Associates Architects, LLC to perform the additional services for renovations to 3003 N Front Street, Harrisburg, PA, as outlined in their proposal, dated July 13, 2020, in the amount not-to-exceed \$3,950. Funding Source: Admin #10101510-52000 – Adm New Building Maintenance.

The motion was unanimously approved.

Finance:

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

A. South Allison Hill GSI Reimbursement Agreement with Tri-County Community Action (TCCA):

Motion: The Board authorizes the CEO and CFO to execute the Reimbursement Agreement between Capital Region Water and the Tri-County Community Action for the South Allison Hill GSI Project which is necessary to provide CRW with an efficient method to invoice for construction costs as incurred on the project. Funding Source: N/A

B. South Allison Hill GSI Reimbursement Agreement with City of Harrisburg:

Motion: The Board authorizes the CEO and CFO to execute the Reimbursement Agreement between Capital Region Water and the City of Harrisburg for the South Allison Hill GSI Project which is necessary to provide CRW with an efficient method to invoice for construction costs as incurred on the project. Funding Source: N/A

The motion was unanimously approved.

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

C. Reintroduction of Collection of Penalties:

Motion: The Board rescinds a portion of Resolution No. 2020-009 which was the temporary suspension of penalties and interest which was ratified at the April 22, 2020 Board meeting. The moratorium on water terminations will remain in place, but effective with July 1, 2020 bills, penalties for late payments will begin.

The Chairperson announced that the Board is sensitive to all of our ratepayers and the current economic impact, however to run CRW's business and continue to do essential work CRW is charged with to do, this is one way that CRW can do what we continue to do. Please note that the moratorium on water terminations continues in place for now.

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. WSC Filter Media Replacement Project – Change Order No. 2:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 2 with American Filter Service Corporation in the credit amount of \$2,000 and no

additional days. Funding Source: Water #60800801-80100-00008 WSC Filter Media Replacement.

The motion was unanimously approved.

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

B. Water Transmission Easement Clearing Project - Phase 2 - Recommendation to Reject Bids:

Motion: The Board authorizes the Director of Engineering to reject all bids received on July 7, 2020 for the Water Transmission Easement Clearing Project - Phase 2. Funding Source: Water #60800801-80100-00046 – Mountain Line Clearing.

A discussion was held regarding the reason for CRW's decision to reject all bids. It was also noted that this matter was previously vetted during the Legal/Risk Management Committee Meeting held earlier in the month.

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. Task Order 2020-15-01: Engineering Services for Sewer Pipe CCTV Inspections - Phase 4 with KCI Technologies, Inc.:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-15-01 with KCI Technologies, Inc., as outlined in KCI Technologies, Inc.'s Proposal, dated July 2, 2020, in the amount not-to-exceed \$444,482.88. M/W/DBE Commitment: \$330,660 / 74.4% MBE. Funding Source: Wastewater #80800801-80100-00065 – Ww Other Multi-Modal CCTV Investigation.

The motion was unanimously approved.

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

D. Task Order 2020-16-01: Engineering Services for Front Street Interceptor Rehabilitation - Phase 2 with AECOM:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-16-01 with AECOM as outlined in AECOM's Proposal, dated July 7, 2020, in the

amount not-to-exceed \$47,700. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80800801-80100-00083 - Front Street Interceptor Rehabilitation Phase 2.

The motion was unanimously approved.

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

- E. Front Street Pump Station Improvements – Change Order No. 1 (Contract No. 1):**
Motion: The Board authorizes the Director of Engineering’s execution of Change Order No. 1 with Eastern Environmental Contractors, Inc. in the amount of \$27,167.34 and no increase of time to the contract time. Funding Source: Wastewater #80800801-80100-00025 - Front Street Pump Station Design/Construction.
- F. Front Street Pump Station Improvements – Change Order No. 2 (Contract No. 1):**
Motion: The Board authorizes the Director of Engineering’s execution of Change Order No. 2 with Eastern Environmental Contractors, Inc. in the amount of \$36,102.21 and no increase to the contract time. Funding Source: Wastewater #80800801-80100-00025 - Front Street Pump Station Design/Construction.
- G. Front Street Pump Station Improvements – Change Order No. 1 (Contract No. 3):**
Motion: The Board authorizes the Director of Engineering’s execution of Change Order No. 1 with Garden Spot Mechanical Inc. in the amount of \$44,934 and no increase to the contract times. Funding Source: Wastewater #80800801-80100-00025 Front Street Pump Station Design/Construction.

Ms. Harris requested an explanation of the three change orders. Mr. Stewart provided an explanation from the floor. Mr. Stewart also stated that the issue of change orders will be expanded beginning next month, when the Board will be provided with an explanation when change orders are presented for approval to include the initial project cost, along with a summary of the change orders to date so board members have a complete summary of the impact of time and dollars expended through the change order approval process. It was also noted that change orders be vetted through the Legal/Risk Management and Outreach and M/W/DBE Committees in the future. Mr. Stewart confirmed that this process is currently in motion.

It was also noted that approval of Engineering Item G. results in an increase of 30% WBE participation.

The motion was unanimously approved.

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

H. AWTF Primary Digester Rehabilitation Project - Change Order No. 10 (Contract No. 1):

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 10 with Eastern Environmental Contractors, Inc. in the amount of \$38,154.09 and no increase of time to the contract time. Funding Source: Wastewater #80800801-80100-00020 - Primary Digester Rehabilitation.

I. AWTF Primary Digester Rehabilitation Project - Change Order No. 11 (Contract No. 1):

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 11 with Eastern Environmental Contractors, Inc. in the amount of \$77,517.76 and no increase of time to the contract time. Funding Source: Wastewater #80800801-80100-00020 - Primary Digester Rehabilitation.

J. AWTF Primary Digester Rehabilitation Project - Change Order No. 5 (Contract No. 3):

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 5 with I.B. Abel Inc. in the amount of \$46,685.79 and no change to the contract time. Funding Source: Wastewater #80800801-80100-00020 - Primary Digester Rehabilitation.

Mr. Stewart provided an explanation of the change orders from the floor.

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. Task Order 2020-09-02: Engineering Services for Feasibility Study of Deep Well Injection of Stormwater - Amendment No. 1 with Brown and Caldwell:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-09-02 - Amendment No. 1 with Brown and Caldwell, as outlined in Brown and Caldwell's Proposal, dated July 13, 2020, in an amount not to exceed \$44,850. M/W/DBE Commitment: \$13,500 / 30.1% MBE. Funding Source: Wastewater #80800801-80100-00113 - Lower Paxton Creek CSS Area Decentralized G/G.

A discussion was held regarding this project. It was noted that this project will be scrutinized by US EPA and PADEP. The board members were excited to have CRW be a part of this project.

The motion was unanimously approved.

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

L. 4th & Dauphin Park Renovation 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 4th & Dauphin Park Renovation Project to Mid-State Paving, LLC in the amount of \$744,141.25, as outlined in Mid-State Paving's Bid Documents, dated July 8, 2020. M/W/DBE Commitment: \$0.00 / 0.00% for MBE and \$8,970.00 /1.2% for WBE. Funding Sources: Stormwater #90800801-80100-00085 – City Parks GSI.

A discussion was held wherein Mr. Stewart provided an explanation from the floor regarding the evaluation of the bids and the levels of M/W/DBE participation. Mr. Presley questioned if there were any implications if the award of the project would be delayed. Mr. Stewart stated that if CRW delayed the award there would not be ample time to get the construction of this project in for this year.

Mr. Presley stated that he is torn between the benefit of the park for the community versus the lack of M/W/DBE participation, but understands CRW's position.

The motion was unanimously approved.

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

M. Resolution No. 2020-051 – Operation and Maintenance Agreement – Stormwater Facilities and Best Management Practices between the Commonwealth of Pennsylvania, Department of General Services and Capital Region Water:

Motion: The Board adopts Resolution No. 2020-051 authorizing the Chairperson and Secretary to execute the Operation and Maintenance Agreement for Stormwater Facilities and Best Management Practices Project No. C-0962-0032 PHASE 1 – Harrisburg Military Post Rehabilitation & Modernization, Harrisburg, Dauphin County,

Pennsylvania entered into between the Commonwealth of Pennsylvania, Department of General Services and Capital Region Water. Funding Source: N/A.

The Resolution was unanimously adopted.

Operations:

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

A. Water Maintenance Building HVAC Replacement:

Motion: The Board ratifies the Director of Water Operations' execution of Engenuity's Proposal Number 20-RK2587 under COSTARS Contract #008-219 for the HVAC Replacement at the Water Maintenance Building, as outlined in Engenuity's Proposal, dated February 20, 2020, in the not-to-exceed amount of \$62,456.71. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60800803-80300-00307 - Maintenance Building HVAC Replacement

The motion was unanimously approved.

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

X. Board Comments:

Mr. Presley highlighted several items:

- Commended Mr. Rosentel for participating in the meeting while on vacation.
- Inquired about the problems the AWTF was experiencing with the CCTV vehicle.
- Has the issue with Mr. Kline regarding the no trespassing signs at DeHart been resolved?
 - Ms. Dierolf stated that Neil Ebert and Maynard Gardner quickly responded to this inquiry and the signs were removed. Mr. Kline and his Boy Scout troop also agreed to assist with the next litter clean up at the DeHart Facility.

Ms. Harris: No comments.

Mr. Enders stated he is happy to see Mr. Kline's concerns were quickly addressed by CRW. He stated that he is happy to see when the public attends our meetings, and asks questions, and that the Board is fully engaged in addressing the public's concerns.

Ms. Skotedis appreciates the efforts of the Committees to engage with updates and dialog throughout the month with sharing minutes of the various committees throughout the month. She is also impressed at the number of participants and staff members who attend our virtual meetings. The Board recognizes your dedication to your jobs.

Mr. Kurowski also thanked everyone who has participated. He also is grateful that minutes of the committee meetings are now being shared with the Board to keep everyone updated prior to the monthly board meeting.

XI. Adjournment:

A motion was made by Mr. Presley, seconded by Ms. Skotedis, for the Board to adjourn the meeting at 7:56 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Jr.
Secretary



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| Proofs | 0 | | | Tax Amount | \$0.00 |
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| Promo Type | | | | Payment Amount | \$0.00 |
| Materials | | | | Amount Due | \$75.48 |
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Ad Schedule

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|-------------------|--------------------|--|-----------------|
| Product | The Patriot News | Placement/Class | Main Legals |
| # Inserts | 1 | POS/Sub-Class | Meeting Notices |
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| Pick Up # | 0009656723 | Ad Attributes | |
| External Ad # | | Color | <NONE> |
| Production Method | AdBooker | Production Notes | |
| Run Dates | Sort Text | IN481COMPLIANCEWITHTHEGOVERNORSORDERRELATINGTOCOVIDTHEREGULARMEETINGOFCAPITALREGIONW | |
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| Production Method | AdBooker | Production Notes | |
| Run Dates | Sort Text | IN481COMPLIANCEWITHTHEGOVERNORSORDERRELATINGTOCOVIDTHEREGULARMEETINGOFCAPITALREGIONW | |
| | | 07/09/2020 | |

0009661475-01

Ad Content Proof

In compliance with the Governor's Order relating to COVID-19, the **Regular Meeting of Capital Region Water** scheduled for Wednesday, July 22, 2020 at 6:00 PM, will be conducted as a virtual Skype Meeting and is open to the public. To participate, please access our website at <https://capitalregionwater.com/meetings-reports/> and click on the July 22, 2020 Meeting hyperlink.

CAPITAL REGION WATER