

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

**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.** 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, February 24, 2021 at 6:00 PM and will be held virtually. An advertisement for the 2021 Board meetings was published in the Patriot News and instructions to join the meeting will be posted on the Capital Region Water's website. These meetings are open to the public.

**III. Special Order of Business - Annual Meeting**

**A. Election of Officers:**

Chairperson \_\_\_\_\_  
Vice-Chairperson \_\_\_\_\_  
Secretary \_\_\_\_\_  
Treasurer \_\_\_\_\_

**B. Appointment of Assistant Secretary-Treasurer:**

**Motion:** The Board appoints \_\_\_\_\_, as Assistant Secretary-Treasurer of Capital Region Water for calendar year 2021.

**IV. Committee Reports**

- Budget and Finance
- Personnel and Shared Services
- Operations and Engineering
- Legal and Risk Management
- Public Outreach and M/W/DBE

**V. Management Report**

**VI. Minutes of Previous Meeting - December 16, 2020 Regular Meeting**

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

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

**IX. Old/New Business**

**Administration:**

**A. Resolution No. 2021-001 – Establishment of 2021 Board Committees:**

**Motion:** The Board approves Resolution No. 2021-001 which establishes the 2021 Board Committees, and the Chairperson appoints Board members as follows:

- Budget and Finance Committee: J. Marc Kurowski and Crystal Skotedis;
- Personnel and Shared Services Committee: Crystal Skotedis and Garvey Presley;
- Operations/Engineering Committee: J. Marc Kurowski and Garvey Presley;
- Legal and Risk Management Committee: Andrew Enders, Crystal Skotedis and Capital Region Water's General Counsel; and
- Public Outreach and M/W/DBE Committee: Andrew Enders and Garvey Presley.

**B. Hammel Associates Architects, LLC – Additional Scope of Services for Renovations to 3003 North Front Street:**

**Motion:** The Board authorizes the CEO to approve the additional scope of work for Hammel Associates Architects, LLC for the renovations project as outlined in their Proposal, dated December 15, 2020, in the amount not-to-exceed \$15,595. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60800804-80400-00500 – Administrative Building.

**C. Resolution No. 2021-002: Authorized Representatives to Submit a Wastewater Collection System Rehabilitation Programmatic Financing Financial Assistance Application to the Pennsylvania Infrastructure Investment Authority (PENNVEST) in the Amount of \$21,000,000:**

**Motion:** The Board adopts Resolution No. 2021-002 authorizing the Chairperson, Vice Chairperson, Chief Executive Officer and/or the 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 \$21,000,000 for Wastewater Collection System Rehabilitation Capital Improvement Projects between the award date and 2026; and Capital Region Water's Authorized Officers are also authorized to enter into a PENNVEST Loan Agreement (and related documentation) for the Wastewater Collection System Rehabilitation Pro-Fi Project.

- D. Water Transmission Easement Clearing Phase 2 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 Water Transmission Easement Clearing Phase 2 Project to Julian Hardwoods in the amount of \$348,863.20, as outlined in Julian Hardwoods’ Bid Documents, dated December 15, 2020. M/W/DBE Commitment: \$22,400 / 6.4% (MBE) and \$32,087.26 / 9.2% (W/DBE). Funding Source: Water #60800801-80100-00046 – Mountain Line Clearing.
- E. Task Order 2017-17-04: Engineering Services for Cameron Street Water Main Lining Phase 2 Project with HRG:**  
**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2017-17-04 with HRG as outlined in HRG’s Proposal, dated January 7, 2021, in an amount not-to-exceed \$58,600. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60800801-80100-00081 - Wtr Cameron Street Water Main.
- F. Task Order 2021-01-01: Engineering Services for GIS Support with KCI Technologies, Inc.:**  
**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2021-01-01 with KCI Technologies, Inc., in an amount not-to-exceed \$160,000. M/W/DBE Commitment: \$24,044 / 15% MBE. Funding Source: Water #60504541-54104 – Wtr Engineering Services and Wastewater #80504541-54104 – WW Engineering Services.
- G. Task Order 2021-02-01: Engineering Services for Cityworks Support with KCI Technologies, Inc.:**  
**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2021-02-01 with KCI Technologies, Inc., as outlined in KCI’s Proposal, dated January 8, 2021, in an amount not-to-exceed \$29,990.50. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: (50/50 Split) Water #60504541-54104 – Wtr Engineering Services and Wastewater #80504541-54104 – Ww Engineering Services.
- H. Task Order 2021-03-01: Engineering Services for Asset Management Support with KCI Technologies, Inc.:**  
**Motion:** The Board authorizes the Director of Engineering to execute Task 2021-03-01 with KCI Technologies, Inc., as outlined in KCI’s Proposal, dated January 11, 2021, in an amount not-to-exceed \$126,000. M/W/DBE Commitment: \$18,900 / 15.00% WBE. Funding Source: 50/50 Split, (exception Subtask 24.2 AWTF Gap Analysis): Water #60504541-54104 – Wtr Engineering Services and Wastewater #80504541-54104 – Ww Engineering Services. 100 % Subtask 24.2 AWTF Gap Analysis: Wastewater #80504541-54104 – Ww Engineering Services.

I. **Task Order 2021-04-01: Engineering Services for CCTV Data Management with KCI Technologies, Inc.:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2021-04-01 with KCI Technologies, Inc., as outlined in KCI's Proposal, dated January 8, 2021- in an amount not-to-exceed \$58,050.50. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80504541-54104 – Ww Engineering Services.

J. **Task Order 2021-05-01: Engineering Services for 2021 GSI Operation & Maintenance with AKRF:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2021-05-01 with AKRF, as outlined in AKRF's Proposal, dated January 13, 2021, in an amount not-to-exceed \$207,000. M/W/DBE Commitment: \$153,000 / 73.9%. Funding Source: Stormwater #90251521-52104 – Sw Contracted Maintenance-GSI.

K. **Task Order 2019-14-02: Engineering Services for Bellevue Park Pond Stormwater Retrofit and Restoration with Jacobs Engineering Group, Inc. – Amendment No. 1:**

**Motion:** The Board authorizes the Director of Engineering to execute Task Order 2019-14-02 with Jacobs Engineering Group, Inc., as outlined in Jacobs Engineering Group, Inc.'s Proposal, dated January 8, 2021, in the amount not-to-exceed \$4,860. M/W/DBE Commitment: \$2,500 / 51.4% MBE. Funding Source: Stormwater #90800801-80100-00108 – SW Pond Retrofit - Bellevue Park.

L. **4th and Dauphin Park Renovation Project - Change Order No. 1:**

**Motion:** The Board authorizes the Director of Engineering to execute Change Order No. 1 with Mid-State Paving, LLC. in the net increase amount of \$1,512.50 and no increase to the contract time. Funding Source: Stormwater #90800801-80100-00085 - City Parks GSI.

**Drinking Water:**

A. **Purchase of Vehicles for Drinking Water:**

**Motion:** The Board authorizes the Director of Operations to procure five vehicles from Keystone Ford for the Drinking Water Department for a combined total budget amount of \$260,360. Funding Source: Water #60800804-80400-00027 – Wtr Capital Equipment.

**Wastewater:**

**A. Purchase of Coneqtec Universal Manhole Cutter Saw for Wastewater:**

**Motion:** The Board authorizes the CFO to procure one Coneqtec Universal Manhole Cutter Saw from Groff Tractor & Equipment for the Wastewater Department in the amount of \$28,900. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80251517-51703 – Ww Field Maintenance Equipment Repair/Maintenance.

**X. Public Comment - Non-Agenda Items (3 Minutes)**

**XI. Board Member Comments**

**XII. Adjournment**