



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

Staff:

Charlotte Katzenmoyer, Chief Executive Officer
Michelle Bethel-Miller, Director of Shared Services
Douglas E. Keith, Chief Financial Officer
David W. Stewart, P.E., Director of Engineering
Jess Rosentel, Director of Wastewater Operations
Daniel Galbraith, Drinking Water Superintendent
Tanya Dierolf, Director of Strategic Initiatives
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist
Julie Peters, Controller
Jarvis Brown, Diversity Program Manager
Steven Early, Community Relations Manager
Rebecca Laufer, External Affairs Manager
Sheri Berilla, Asset Manager
Kendrick Maholtz, GIS Data Analyst

General Counsel:

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

Others:

Caleb Krauter, P.E. (HRG)
Matt Crow, P.E., (Hazen and Sawyer)
Jeff Thompson, P.E. (WRA)
Paul McNamee, P.C., (KCI Technologies, Inc.)
Paul Rosol (WRA)
Nicole Brown (AECOM)
Donald Barnett (Community Ambassador)
John Dunlap (Diversity Consultant)
Coreen Casader
Karen Balaban

I. Call to Order - Roll Call:

The meeting was called to order by Chairperson Kurowski at 6:03 PM.

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

General housekeeping items were addressed by the chairperson advising that all attendees' microphones have been muted to enhance sound quality and reduce feedback. If anyone participating wants to provide a public comment during the two public comment periods, please unmute your microphone to speak and then mute it again when you are finished speaking.

CRW posted the agenda five days in advance on the website and accepted public comments via email until 4:00 PM the day of the Board meeting. The chairperson reported that CRW did not receive any emailed comments, therefore, no comments were read into the record. The chairperson advised that public comments made during the open public comment periods should be kept to no more than three minutes.

The chairperson advised that the meeting was being recorded and will be posted on CRW's website at <https://capitalregionwater.com/meetings-reports/> on Thursday, April 29, 2021.

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 Act.
- C.** The next Regular Meeting is scheduled for Wednesday, May 26, 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. Committee Reports:

Budget and Finance: Ms. Skotedis reported that the Committee did not meet in April but Administrative items A through E on tonight's Agenda will be moved by her, and she would entertain any questions on items listed below.

- Updated Schedule of Fees for right-to-know requests to mirror the fee schedule currently adopted by the Office of Open Records.
- Change in the provider of CRW's purchase cards to Bank of America.
- Continued engagement of Raftelis on an as-needed basis for 2021.

Mr. Keith then presented an overview of the March financial reports, along with presentation of a slide outlining CRW's financial position on CRW's accounts receivable balances and outstanding delinquent accounts. He also reported that the PENNVEST Board of Directors met on April 21, 2021 and provided CRW with a \$21M loan offer for our collection system rehabilitation program. This is the third programmatic financing loan that CRW has received over the past 18 months.

There were no questions from the Board. Ms. Skotedis thanked Mr. Keith for his update on CRW's financial position.

Personnel and Shared Services: Ms. Skotedis reported the committee met on April 27, 2021 and highlighted the items listed below.

- Alesha Vonada, Accounting Manager in the Finance Department was recognized as Employee of the Month for April and was thanked for her dedication to CRW.
- Kwan Lee is retiring from the Wastewater Department after 32 years of service. Ms. Skotedis and Mr. Rosentel acknowledged the skills Mr. Lee possesses, and that he was originally hired in 1985 by the City of Harrisburg as a welder for the former Harrisburg incinerator. CRW will have a difficult time replacing him due to his welding and broad maintenance skills and dedicated work ethic. Congratulations to Mr. Lee, enjoy your retirement and thank you for your service.
- Mr. Presley stated that welders and electrical trade skills of employees are hard to find. It will be tough to replace this position.
- IT and general updates were reviewed. She reported that Marilyn McFadden has been hired as an IT Technician so CRW now has a two-person IT team.
- Termination Settlement Agreement with a union employee was vetted in committee. Since this is a personnel item, she would be happy to discuss with board members off-line.

- Customer service updates: \$6,700 in grants have been issued through CRW's Customer Assistance Program to assist 33 customers with delinquent balances through March 2021. She reported that \$7,000 was issued through the Customer Assistance Program in 2020, so we are nearing as much as was issued last year. In total for 2020 and 2021, CRW has received 81 applications, approved 74, and 4 are currently being reviewed. CRW is excited to see increased participation in this program.
- Other customer updates that were discussed include the drop box, credit card activity and call volumes. Since CRW has issued water service termination notices, CRW has seen a substantial increase in payments, drop box payments and call volumes so we are seeing a successful effort by our customers to bring their accounts current.
- Recruiting status was reviewed. CRW is looking into assistance with a temp service for utilizing employment of skilled electricians on a temp-to-hire basis. The committee will share that information with the Board as it becomes available.
- The committee also discussed switching payroll providers to INOVA which is on tonight's Agenda for approval.

There were no questions from the Board. Mr. Kurowski congratulated Alesha as employee of the month and Kwan for a well-deserved retirement, although it sounds like he will not sit still for long.

Operations and Engineering: Mr. Kurowski reported the committee met on April 15, 2021 and highlighted the items listed below.

- An update on the current construction projects was heard. Items F and G under Administrative, plus all other items on the Agenda were vetted during the committee meeting.
- Bids received under the Arsenal Boulevard project came in considerably higher than estimated, and lack of participation of the M/W/DBE commitment were discussed. Recommendation by the committee is to reject those bids. CRW originally budgeted \$2.7M and the low bid came in under \$4.5M. Due to the urgency of this project, Mr. Kurowski requested Mr. Stewart to explain how CRW plans to proceed.
- Mr. Stewart stated that the Engineering Department has agreed to come back to the committee next month with a recommendation as to how the work can be rescoped to control costs. Recent market changes of supplies (PVC, wood and other materials) are becoming scarce and are becoming very expensive, so the plan is to scope the work differently to reduce costs and adjust the timing of the project to avoid immediate impacts to the project.
- Task orders, change orders, and several procurement purchases for goods and services for the Drinking Water Department were vetted, including the tower bridge crane and roof replacement which were originally placed in service in the 1940's.

- Mr. Kurowski also reported that while not discussed at the monthly Board meetings, CRW continues working in conjunction with the USEPA, PADEP and the Department of Justice (DOJ) in negotiations on its Long-Term Control Plan (LTCP). He thanked CRW's team as they continue to work towards CRW's regulatory compliance while staying on point with our mission, and being good stewards of our water, while continuing to be respectful of our ratepayers' needs to keep costs down. Stay tuned for updates on this issue.
- He also noted that CRW is looking into all stimulus funding that is coming to the City of Harrisburg and will continue its ongoing conversations with City of Harrisburg officials on how these funds can benefit CRW.
- A partnership agreement has been negotiated with the Susquehanna Township Authority for a credit of stormwater fees impacted for the Drinking Water facility.
- CRW has received a second-place award for the Summit Terrace Green Neighborhood from the Chesapeake Stormwater Network. This is a stormwater project where blighted lots were converted into a stormwater park. Congratulations to the Engineering Department!

There were no questions from the board, however Mr. Presley stated that the community ambassadors were very excited for CRW's work in the Summit Terrace neighborhood.

Legal and Risk Management: Mr. Enders reported the committee met on April 1, 2021 and highlighted the items listed below.

- Joseph Ritchey updated the committee on the status of CRW's claims. Claims continue to be held in check and old claims continue to be closed out.
- CRW's insurance coverage was renewed effective April 1, 2021 and came in under budget. Cyber liability coverage increased.
- Cyber security and infrastructure continue to be big topic of discussion and he is excited that CRW's IT team now is a two-person team.
- CRW is taking advantage of additional enhancement of applications for security features that are offered by our insurer.
- Current litigation issues were discussed with General Counsel.
- Monitoring of stormwater collections in a timely manner was also discussed in order that CRW can continue to provide the services and projects we plan to do.
- An agreement with Rush Township was expected to be on tonight's agenda, but it was not available for tonight's meeting.
- M/W/DBE certification processes that were brought up at the March 24, 2021 were discussed. General Counsel provided additional input as to how M/W/DBE vendors get certified in relationship to CRW's M/W/DBE Policy. Mr. Enders stated that it will be determined whether these types of issues need to be discussed in the future under the

Legal and Risk Management or Outreach and M/W/DBE Committee. Both he and Mr. Presley will look into this matter and report back to the Board.

There were no questions from the Board.

Public Outreach and M/W/DBE: Mr. Enders reported the committee met on April 8, 2021 and highlighted the items listed below.

- Mr. Enders thanked John Dunlap a/k/a "Mr. John" for his knowledge in assisting CRW to build its M/W/DBE program.
- Jarvis Brown spoke on his relationship with Mr. Dunlap and how he was able to guide him on implementing diversity and inclusion in CRW's M/W/DBE program. Even though Mr. Dunlap's contract is expiring with CRW, he continues to be open and helpful to CRW in the future and we thank him for his service.
- Mr. Enders stated that these types of community trusts and relationships add to the credibility and commitment of CRW.
- Considerable time was spent discussing the bids for the Arsenal Boulevard project and various change orders on tonight's Agenda.
- A Diversity Equity and Inclusion (DE&I) Task Force has been established.
- The Customer Assistance Program was also discussed in this committee. CRW is starting to see momentum by our ratepayers and use of CRW's Customer Assistance Program. The committee noted that this could be due to the relationship of the moratorium being lifted on water service terminations, and hopefully ratepayers will continue to utilize the application process through CRW's Customer Assistance Program.
- Strategic Initiatives has been doing a great job on getting information out to the community using flyers, social media, etc. The information will also be placed at the Dauphin County Library.
- In recognition of Earth Day, April 22, 2021, CRW has purchased water conservation kits which will be available to our ratepayers, as needed in the near future, on how to prevent or reduce water leaks thereby conserving water. The conservation kits are not to be considered a replacement for a professional plumbing visit, but an effort to help build conversations on water conservation.

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 additional highlights listed below.

- An education campaign on COVID-19 and vaccinations was provided to all CRW staff by Dr. John Goldman, Vice President of Medical Affairs, System Epidemiologist and Chief of Infectious Diseases at UPMC Pinnacle Health, during CRW's second quarterly employee meetings held on April 26, 27 and 28, 2021. A video of Dr. Goldman's presentation has been made available to all employees and the Board through CRW's intranet for those employees who were unable to attend the initial meeting.

There were no questions or comments from the Board.

V. Minutes of Previous Meetings:

A motion was made by Mr. Kurowski, seconded by Ms. Skotedis, that the Minutes of the March 24, 2021 Regular Meeting be approved as presented.

Mr. Presley wanted it clarified for the record why he objected to the procurement of the painting contract to CertaPro approved at the March 24, 2021 Board meeting. It was not that CertaPro was not M/W/DBE certified, it was that Ralph Jones came in hundreds of dollars under on his base bid, but \$800 under the alternate bid. He felt since Ralph Jones is a local Harrisburg vendor that the bid should have been awarded to Ralph Jones to have local people employed.

The motion was unanimously approved.

VI. Modifications or Deletions to the Agenda: None.

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

VIII. Old/New Business:

Administration:

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

A. Union Employee Termination Settlement Agreement:

Motion: The Board authorizes the Chief Executive Officer to execute the Settlement Agreement. Funding Source: N/A.

For the record, Ms. Skotedis stated there is no monetary impact to CRW relative to this settlement agreement.

The motion was unanimously approved.

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

B. Resolution No. 2021-011 - Schedule of Fees for Right-to-Know Requests:

Motion: The Board adopts Resolution No. 2021-011 which approves the Schedule of Fees for Right-to-Know Requests, effective April 28, 2021, and is attached to the Resolution as Exhibit "A".

The Resolution was unanimously adopted.

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

C. Change Human Resources Information System (HRIS) and Payroll Software Provider to INOVA:

Motion: The Board authorizes the Chief Executive Officer and Chief Financial Officer to execute all necessary documents to secure the HRIS and payroll software, products, and services from INOVA. The annual expense will be approximately \$27,842. Funding Source: Adm #10101510-51016 - Adm HR/Payroll Service Fees.

Ms. Katzenmoyer stated for the record that CRW was previously with INOVA. At this point it is the recommendation of the Human Resources and Payroll personnel to return to INOVA.

The motion was unanimously adopted.

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

D. Change Purchase Card Provider to Bank of America:

Motion: The Board authorizes the Chief Financial Officer to execute the Bank of America Corporate Card Service Agreement for changing Capital Region Water's purchase card provider. Funding Source: N/A.

The motion was unanimously adopted.

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

E. FY2021 As-Needed Services – Raftelis:

Motion: The Board authorizes the Chief Financial Officer to approve the continued engagement of Raftelis to provide financial and technical assistance on an as-needed basis for FY2021 under the rate schedule provided in Raftelis' Proposal, dated April 12, 2021. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Admin #10504541-54103 – Adm Financial Advisor Services.

The motion was unanimously adopted.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following items be approved together with one motion by consent, Administration Items F. and G.:

F. Change Order No. 2 - General Construction - Lauer Construction Services - 3003 North Front Street Renovations Project:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 2 with Lauer Construction Services in the not-to-exceed amount of \$600 with no increase to the contract time. M/W/DBE Commitment: \$600 / 0.17%. Funding Source: Water #60800804-80400-00500 – Administrative Building.

G. Change Order No. 2 - Electrical Construction - Lauer Construction Services - 3003 North Front Street Renovations Project:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 2 with Lauer Construction Services in the amount of \$760 with no increase to the contract time. M/W/DBE Commitment: \$760 / 0.23%. Funding Source: Water #60800804-80400-00500 – Administrative Building.

The motion was unanimously adopted.

Drinking Water:

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

A. Project Number 2021-202 - Fire Hydrants and Fire Hydrant Parts:

Motion: The Board authorizes the Chief Financial Officer to award Project Number 2021-202 – Fire Hydrants and Fire Hydrant Parts to Ferguson Enterprises LLC, and to execute the Agreement in the not-to-exceed amount of \$68,535.13. Notifications for M/W/DBE were solicited via PennBid system. There were no commitments returned at the time of the award. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60221519-51911 – Wtr Dist Fire Hydrant & Valves.

The motion was unanimously approved.

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

B. Replacement of Tower Bridge Crane Project 211:

Motion: The Board authorizes the Director of Operations to execute the agreement with Reliance Crane & Hoist Inc. in the amount of \$35,530. There is no M/W/DBE participation due to purchasing through the COSTARS (Commonwealth of PA's Cooperative Purchasing Program). M/W/DBE Commitment: \$0.00 / 0.00%. There were no commitments returned at the time of the award. Funding Source: Water 60800804-80400-00211 – Wtr DeHart Tower Bridge Crane Panels.

Upon inquiry, Mr. Galbraith confirmed that the existing tower bridge crane was originally installed in the 1940's and has lasted until 2021. This equipment has long been needed to be replaced.

The motion was unanimously approved.

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

C. Filter Console Automation Project No. 213:

Motion: The Board authorizes the Director of Operations to execute the agreement with Carlisle Consulting Group, Inc. in the amount of \$85,000. There is no M/W/DBE participation due to purchasing through the COSTARS (Commonwealth of PA's Cooperative Purchasing Program). M/W/DBE Commitment: \$0.00 / 0.00%. There were no commitments returned at the time of the award. Funding Source: Water #60800804-80400-00213 – Wtr Filter Control Panels.

The motion was unanimously approved.

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

D. Backwash Pump & Motor Rebuilds 604A/604B/605B and 605D with Mechanical Seals - Project 315:

Motion: The Board authorizes the Director of Operations to execute the agreement with Ram Industrial Services, LLC in the total amount of \$124,192. There is no M/W/DBE participation due to purchasing through the COSTARS (Commonwealth of PA's Cooperative Purchasing Program). M/W/DBE Commitment: \$0.00 / 0.00%. There were no commitments returned at the time of the award. Funding Source: Water #60800803-80300-00315 Wtr Pumps-Finish, Backwash GH.

The motion was unanimously approved.

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

E. Replacement of Existing Tower Roof at DeHart Dam:

Motion: The Board authorizes the Director of Operations to execute the agreement with Gordian in the amount of \$73,505.45. There is no M/W/DBE participation due to purchasing through the KPN Network (Keystone Purchasing Network). M/W/DBE Commitment: \$0.00 / 0.00%. There were no commitments returned at the time of the award. Funding Source: Water #60800804-80300-00319 – DeHart Tower Roof Replacement.

Upon inquiry, Mr. Galbraith confirmed that the existing tower roof was initially installed in the 1940's. Mr. Enders stated he was happy to see that the new roof will be in the new CRW color of blue. Mr. Presley stated that he knows Mr. Galbraith has been looking to replace this roof for many years.

The motion was unanimously approved.

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

F. Hach Water Information Management Software (WIMS) for SCADA System:

Motion: The Board authorizes the Director of Operations to procure Hach Water Information Management Software (WIMS) for SCADA system historian for the Drinking Water Department totaling \$36,186.82. There is no M/W/DBE participation due to being software only and this is a purchase through the COSTARS (Commonwealth of PA's Cooperative Purchasing Program). M/W/DBE Commitment: \$0.00 / 0.00%. Funding Sources: Water #60800804-80400-00208 – Wtr SCADA System Upgrade.

The motion was unanimously approved.

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

G. Change Order No. 2 - Dewcon, Inc. - Cameron Street Water Main Lining Phase 2 Project:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 2 with Dewcon, Inc. in the amount of \$261,902.94 and an increase of 130 days to the contract times. M/W/DBE Commitment: \$28,023.62 / 10.7%. Funding Source: Drinking Water #60800801-80100-00081 – Cameron Street Water Main.

Mr. Kurowski requested clarification on the change order. Mr. Stewart reported from the floor that the final quantities for this compensating change order were not previously shown or known by CRW.

The motion was unanimously approved.

Wastewater:

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

A. Arsenal Boulevard Sewer Improvements Project - Recommendation to Reject Bids:

Motion: The Board authorizes the Director of Engineering to reject all bids received on March 19, 2021 for the Arsenal Boulevard Sewer Improvements Project as the bids exceed the budgeted project value. Funding Source: Water #80800801-80100-00061 – Arsenal Boulevard Sewer Improvement.

The motion was unanimously approved.

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

B. Task Order 2020-05-02: Engineering Services for IDIQ Construction Management with HRG:

Motion: The Board authorizes the Director of Engineering to execute Task Order 2020-05-02 with HRG Engineering, Inc., as outlined in HRG's Proposal, dated April 9, 2021, in an amount not-to-exceed \$272,700. M/W/DBE Commitment: \$39,700 / 14.6% for MBE. 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 Mr. Kurowski, seconded by Ms. Skotedis, that the following items be approved together with one motion by consent, Wastewater Items C. and D.:

C. Change Order No. 4 - Contract 1 - Eastern Environmental Contractors, Inc. - Front Street Pump Station Improvements Project:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 4 with Eastern Environmental Contractors, Inc. in the amount of \$68,358 and no increase to the contract time. M/W/DBE participation is \$0.00 / 0.00%. Funding Source: Wastewater #80800801-80100-00025 – Front St Pump Station Design/Construction.

D. Change Order No. 3 - Contract 3 - Garden Spot Mechanical - Front Street Pump Station Improvements Project:

Motion: The Board authorizes the Director of Engineering's execution of Change Order No. 3 with Garden Spot Mechanical, Inc. in the amount of \$20,693.71 and no increase to the contract time. M/W/DBE Commitment: \$2,500 / 12.1%. Funding Source: Wastewater #80800801-80100-00025 – Front St Pump Station Design/Construction.

The motion was unanimously approved.

Stormwater:

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

A. Resolution No. 2021-012 - Stormwater Partnership Agreement with Susquehanna Township Authority (STA):

Motion: The Board adopts Resolution No. 2021-012 authorizing the Chairperson and Secretary to execute the Stormwater Partnership Agreement between CRW and Susquehanna Township Authority for the Drinking Water facility, 100 Pine Drive, Harrisburg, PA 17103, Dauphin County Tax Parcel No.: 62-026-035. Funding Source: N/A.

The Resolution was unanimously adopted.

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

B. Change Order No. 2 - Mid-State Paving, LLC - 4th and Dauphin Park Renovation Project:

Motion: The Board authorizes the Director of Engineering to execute Change Order No. 2 with Mid-State Paving, LLC in the net decrease amount of - \$9,783 and no increase to the contract time. Funding Source: Stormwater #90800801-80100-00085 City Parks GSI.

The motion was unanimously approved.

IX. Public Comment - Non-Agenda Items:

Ms. Karen Balaban, Cumberland Street, Harrisburg. Ms. Balaban asked how a meter could read zero for eight consecutive months when it is owner-occupied? She has submitted right-to-know requests for meter readings on a property that is owner occupied, and for eight months the meter reading has been zero. What is CRW's procedure for obtaining a meter reading? Mr. Keith requested Ms. Balaban reach out to him directly after the meeting via email to allow CRW to investigate the issue and get back to her. Ms. Katzenmoyer stated from the floor that CRW would typically go back and look at the previous water usage, and if there were estimated meter reads before, a meter reading would be requested. It was noted that the meter reading is not for the property identified on Cumberland Street previously identified by Ms. Balaban.

X. Board Member Comments:

Mr. Enders provided the comments listed below.

- A couple of years ago, he had a similar issue with a meter reading zero.
- Stormwater fees. It is very important for our ratepayers to make your payments to CRW timely in order for us to be able to continue working on all of the various capital improvement projects.
- If you need assistance, reach out to our Customer Service to file an application through our Customer Assistance Program at 888-510-0606.

Ms. Skotedis provided the comments below.

- Congratulations to Claire Maulhardt and the Engineering Department for their second-place award from the Chesapeake Bay Foundation.

Mr. Presley provided the comments below.

- Thank you and acknowledgement of the administrative professionals who work behind the scenes for CRW.
- Thank you to Warren Detres-Toro, Nelson Gomez and Kwan Lee for performing in-house work for CRW assisting with the 3003 North Front Street renovations which amounted to approximately \$300,000 in savings to CRW from not having to out-source the work.
- Congratulations to Alesha Vonada on being April's Employee of the Month and for her recent enlistment in the Pennsylvania National Guard. Thank you for your service Alesha.
- Public Service Announcement: Please take the time to properly dispose of your masks so they do not end up in the street and ultimately in CRW's stormwater sewer inlets.

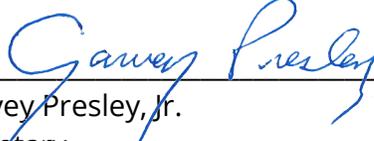
Mr. Kurowski provided the comments listed below.

- With respect to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and stimulus monies, be aware that CRW is doing what we can to bring these funds to CRW for the benefit of our ratepayers.
- Spread the word to your fellow neighbors that CRW's Customer Assistance Program is available to assist ratepayers with the payment of their bills.

XI. Adjournment:

A motion was made by Mr. Presley, seconded by Ms. Skotedis, for the Board to adjourn the meeting at 7:30 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Jr.
Secretary