



MINUTES

Special Meeting

November 17, 2021

5:00 PM

Page 1 of 5

Regular Meeting (Conducted In-Person and via GoToMeeting)

In Person Attendance:

Board:

J. Marc Kurowski, P.E., Chairperson
Crystal A. Skotedis, Vice-Chairperson/Treasurer
Garvey Presley, Jr., Secretary
Andrew Enders, Assistant Secretary/Treasurer

Staff:

Charlotte Katzenmoyer, Chief Executive Officer
Tanya Dierolf, Director of Strategic Initiatives
David W. Stewart, P.E., Director of Engineering
Jess Rosentel, Director of Operations
Douglas E. Keith, Chief Financial Officer
Michelle Bethel-Miller, Director of Shared Services
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist
Tom Czyzykowski, Information Technology Manager
Daniel Galbraith, Drinking Water Superintendent
Julie Peters, Controller
Alesha Vonada, Accounting Manager
Sheri Berilla, Asset Manager

Other:

Evelyn Hunt (Community Ambassador)

Virtual Attendance:

Staff:

Emily Ginanni, Staff Accountant
Jeff Bowra, P.E., Lead Engineer
Kendrick Maholtz, GIS Data Analyst
Steven Early, Community Relations Manager
Jarvis Brown, Diversity Program Manager

Others:

Caleb Krauter, P.E. (HRG)
Matt Crow, P.E. (Hazen and Sawyer)
Jeff Thompson, P.E., (WRA)
Donald Barnett (Community Ambassador)
Claude Phipps (Community Ambassador)

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

The meeting was called to order by Chairperson Kurowski at 5:08 PM.

Chairperson Kurowski stated that all four Board members were present.

General housekeeping items were addressed by the chairperson advising that CRW is using the GoToMeeting platform for virtual meetings for the public. Under CRW's rules of decorum, all persons participating virtually must sign in with their name to properly identify themselves. Instructions for adding your name are provided on the website under the meeting link. If you have signed into the meeting as a guest only, you will be dismissed from the meeting until you have identified yourself by name.

To enhance sound quality and reduce feedback, all attendees' microphones have been muted. For anyone wishing to provide a public comment during the two public comment periods, please unmute your microphone to speak, and mute yourself 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 capitalregionwater.com/meetings-reports on Thursday, November 18, 2021.

II. Chairperson's Announcements

- A.** Today's Special Meeting is for the purpose of presenting the proposed 2022 Budgets for Capital Region Water, and to conduct any other business that has come before the Board. Public Notice of the meeting was advertised in accordance with the Sunshine Act. The Advertisement will be attached to the Minutes as Exhibit "A".
- B.** The next Regular Meeting is scheduled for Tuesday, November 23, 2021, at 6:00 PM. All meetings will be held in-person and virtually.

III. Presentation - 2022 Draft Budgets (5:12 PM - 7:28 PM)

The chairperson announced that tonight's meeting is CRW's opportunity to share information and to present its draft 2022 Budgets, as well as address questions from the public. There will not be any formal action on tonight's Agenda relative to the budgets. CRW intends to approve the 2022 Budgets at its Regular Monthly Meeting on Tuesday, November 23, 2021.

Charlotte Katzenmoyer, CEO, began the presentation by thanking the staff for their hard work that went into the budget process, while continuing to adapt to the changing processes, and an office move that occurred in 2021 during the COVID-19 pandemic. She provided an overview and highlights on the budgets, including CRW's accomplishments in 2021 and the opportunities and goals for 2022 (5:12-5:28 PM).

Each Director spoke about their portion of the Budget as follows:

- Shared Services (Michelle Bethel-Miller, Director of Shared Services) (5:28 - 5:40 PM)
- Strategic Initiatives (Tanya Dierolf, Director of Strategic Initiatives) (5:40 – 5:49 PM)
- Operations (Jess Rosentel, Director of Operations) (5:49 – 5:57 PM - Drinking Water and 5:57 - 6:19 PM Wastewater)
- Engineering (David W. Stewart, P.E., Director of Engineering) (6:19 – 6:34 PM)
- Finance (Douglas E. Keith, CFO) (6:34 – 7:28 PM)

A copy of the 2022 budget presentation will be available on the website tomorrow at <https://capitalregionwater.com/meetings-reports/>.

Mr. Enders commended Mr. Keith on his presentation to the board and for addressing all questions in committee meetings to be able to streamline the budget process. He also thanked him for outlining how CRW is limited on the use of cash reserves during his presentation.

Ms. Skotedis stated that this year's presentation was very different from previous years and is very grateful for the time devoted by staff on the committee level to provide detailed information to keep board members informed. Their efforts are commendable, and board members are very grateful for this partnership.

Mr. Presley had no further comments.

Mr. Kurowski stated this is his 13th year participating in the budget process and this is by far the most comprehensive budget process so far. He continues to be impressed that in the face of continued capital improvement projects in the amount of \$50M for 2022, CRW is still able to complete these projects while only projecting minor rate increases. This is a real testament to the hard work of all board members and staff who work tirelessly for our ratepayers as CRW continues to grow and strive to do better with the assets and revenues we generate to do the best we can. By projecting rate increases out by ten years, CRW can keep rate increases at a minimum rather than spiked rate increases when projects are mandated to be completed.

The proposed rate schedules and budgets are expected to be adopted at the next regular meeting to be held Tuesday, November 23, 2021. CRW is mandated to have their budgets and rates adopted by November 30, 2021.

IV. Modifications or Deletions to the Agenda - None.

V. Public Comment - Agenda (3 Minutes)

Ms. Evelyn Hunt (Community Ambassador) asked several questions which were clarified directly from the floor by Mr. Keith, including confirmation as to the rate increases for 2022.

Mr. Donald Barnett (Community Ambassador) stated he joined the meeting late and asked what the cash reserve balance was that Mr. Keith referred to within his presentation that CRW intends to utilize in 2022. Mr. Keith explained that the reserve balance refers to revenues received from the conservation easement at the DeHart Dam facility that are related to water projects.

VI. Public Comment - Non-Agenda (3 Minutes) - None.

VII. Board Member Comments

Mr. Enders: No further comments.

Mr. Presley stated that in honor of Veteran's Day he recognized all CRW veterans and particularly Dan Galbraith and Alesha Vonada who were in attendance and thanked them for their service. He also welcomed Alesha back to CRW after finishing basic training and coming right back into the budget process. Thank you.



MINUTES
Special Meeting

November 17, 2021

5:00 PM

Page 5 of 5

Ms. Skotedis congratulated everyone who has finalized the budget presentation. Enjoy your evening and thank you for your hard work.

Mr. Kurowski stated that there was a tremendous amount of information provided tonight, and after discussion, he reiterated that CRW is projecting capital improvements projects identified in 2022 totaling over \$50M, all while keeping projected monthly increases of our rates in 2022 to approximately \$32 annually for an average residential customer, or a typical monthly increase as follows:

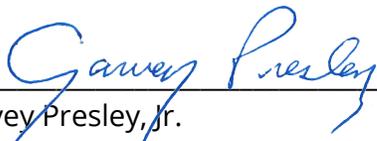
Drinking Water \$1.37 or 3%;
Wastewater \$1.25 or 4%; and
Stormwater rates for 2022 - no increase.

Any additional questions by Board members should be directed to Mr. Keith by Friday, November 19, 2021.

VIII. Adjournment

A motion was made by Mr. Presley, seconded by Mr. Enders, for the Board to adjourn the meeting at 8:02 PM. The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Jr.
Secretary



Order Confirmation

Ad Order Number 0010105807

Customer

CAPITAL REGION WATER

Account: 816
CAPITAL REGION WATER
3003 N FRONT ST,
HARRISBURG PA 17110 USA
(888)510-0606

FAX:

tammie.sheaffer@capitalregionwater.com

Payor Customer

CAPITAL REGION WATER

Account: 816
CAPITAL REGION WATER
3003 N FRONT ST,
HARRISBURG PA 17110 USA
(888)510-0606

PO Number Regular Meetings of Ci

Sales Rep. PA Classifieds

Order Taker Jennifer Rogers

Order Source Phone

Special Pricing

Tear Sheets	1	TearsheetsCost	\$0.00	Net Amount	\$84.62
Proofs	0			Tax Amount	\$0.00
Affidavits	1	AffidavitsCost	\$5.00	Total Amount	\$84.62
Blind Box				Payment Method	Invoice
Promo Type				Payment Amount	\$0.00
Materials				Amount Due	\$84.62
Invoice Text	11/17/2021 Special CRW Board Meeting				

Ad Schedule

Product	The Patriot News	Placement/Class	Main Legals
# Inserts	1	POS/Sub-Class	Meeting Notices
Cost	\$77.12	AdNumber	0010105807-01
Ad Type	PA CLS Legal Liner	Ad Size	1 X 16 li
Pick Up #	0010040493	Ad Attributes	
External Ad #		Color	<NONE>
Production Method	AdBooker	Production Notes	
Run Dates	Sort Text	NOTIC483ISHEREBYGIVENTHATASPECIALMEETINGOFCAPITALREGIONWATERWILLBEHELDONWEDNESDAYNOV 09/28/2021	

Product	PennLive.com	Placement/Class	Main Legals
# Inserts	1	POS/Sub-Class	Meeting Notices
Cost	\$2.50	AdNumber	0010105807-01
Ad Type	PA CLS Legal Liner	Ad Size	1 X 16 li
Pick Up #	0010040493	Ad Attributes	
External Ad #		Color	<NONE>
Production Method	AdBooker	Production Notes	
Run Dates	Sort Text	NOTIC483ISHEREBYGIVENTHATASPECIALMEETINGOFCAPITALREGIONWATERWILLBEHELDONWEDNESDAYNOV 09/28/2021	

Exhibit "A"

Confidentiality Notice: This facsimile is intended only for its addressee and may contain information that is privileged, confidential or otherwise protected from disclosure. Dissemination, distribution or copying of this facsimile or the information by anyone other than the intended recipient is prohibited. If you have received this facsimile in error, please notify us immediately and return the facsimile by mail.

0010105807-01

Ad Content Proof

Notice is hereby given that a Special Meeting of Capital Region Water will be held on Wednesday, November 17, 2021, at 5:00 PM, for presentation of its proposed 2022 Budgets and to take action on any other business that may come before the Board. This meeting will be posted on Capital Region Water's website at capitalregionwater.com and is open to the public in person at 3003 North Front Street, 1st Floor Board Room, Harrisburg, PA 17110 and virtually. Visit our website or call 888 510-0606 for virtual meeting access.

CAPITAL REGION WATER