

Regular Meeting (Conducted In-Person and via GoToMeeting)

In Person Attendance:

Board:

J. Marc Kurowski, P.E., Chairperson
Andrew M Enders, Vice Chairperson
Garvey Presley, Jr., Secretary
Karen M. Balaban, Treasurer
Nathan W. Davidson, Assistant Secretary/Treasurer

Staff:

Charlotte A. Katzenmoyer, Chief Executive Officer
Douglas E. Keith, Chief Financial Officer
David W. Stewart, P.E., Chief Technical Officer
Michelle Bethel-Miller, Chief Administrative Officer
Tanya Dierolf, Chief Strategy Officer
Jess Rosentel, Chief Operations Officer - Wastewater
Chad Bingaman, Chief Operations Officer - Drinking Water
Julie Peters, Vice President of Finance
Tammie Sheaffer, Office Manager
Karen McKillip, Archivist

General Counsel:

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

Others:

Evelyn L. Hunt (Resident)

Virtual Attendance:

Staff:

Raymond Hoke, Wastewater Operations Supervisor
Jeffrey Bowra, P.E., Vice President of Engineering
Jarvis Brown, Diversity Program Manager
Bryon Maze, Procurement Manager

Others:

Caleb Krauter, P.E. (HRG Engineering, Inc.)
Matt Crow, P.E. (Hazen and Sawyer)
Sarah Folk, P.E. (Gannett Fleming)

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

The meeting was called to order by Chairperson Kurowski at 6:01 p.m.

Chairperson Kurowski stated that all five Board members were present in person.

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.

CRW posted the agenda 24 hours in advance on the website and accepted public comments via email until 4:00 p.m. today. The chairperson reported that CRW did not receive any public comments, therefore, no comments were read into the record.

The chairperson advised that the meeting was being recorded and will be posted on CRW's website at capitalregionwater.com on Wednesday, November 22, 2023.

II. Chairperson's Announcements

- A.** An executive session under Section 708(a) of the Sunshine Act was held at 5:00 p.m. to discuss personnel matters and potential claims against Capital Region Water with General Counsel.
- B.** A special meeting for presentation of the 2024 Budgets was held on November 15, 2023, at 5:00 p.m. in person and virtually.
- C.** Today's regular meeting was advertised in accordance with the Sunshine Act.
- D.** The next regular meeting is scheduled for Wednesday, December 20, 2023, at 6:00 p.m. and will be held in-person and virtually.
- E.** All 2024 Regular Meetings will be advertised in accordance with the Sunshine Act.
- F.** Capital Region Water's Regular Meetings for 2024 will be held at 6:00 p.m. on the following dates:

January 24	July 24
February 28	August 28
March 27	September 25
April 24	October 23
May 22	November 26
June 26	December 18

Notice of these meetings will be published in a newspaper of general circulation and posted at Capital Region Water's offices in accordance with the Sunshine Act. Special Meetings may be called from time to time and will be advertised in accordance with the Sunshine Act. All meeting dates will be posted on Capital Region Water's website at

capitalregionwater.com/board-meetings and are open to the public. Visit our website or call 888-510-0606 for location details and virtual meeting access for attending each respective meeting. A copy of the advertisement will be attached to the minutes as Exhibit "A".

III. Committee Reports

Budget and Finance: Mr. Kurowski reported the committee did not meet in November due to a workshop and special meeting that were held to present the 2024 Budget. He requested Mr. Keith provide the financial update.

- Mr. Keith provided the financial update through October and noted that he would not be sharing the graph on CRW's accounts receivable balance, as they are still retooling how this would be displayed in the future. He stated the balance for accounts receivable was \$8,904,000 as of October 31, 2023.

There were no questions or comments from the Board.

Personnel and Shared Services: Mr. Presley reported the committee did not meet in November. He also stated that there were no nominations for Employee of the Month for November.

There were no questions or comments from the Board.

Operations and Engineering: Mr. Kurowski reported the committee meeting was held on November 9, 2023, and highlighted the items listed below.

- All task and change orders, including procurement items on tonight's agenda were vetted.
- Timber Product Harvest/Sale Extension Agreement with All Terrain Logging, LLC was discussed to extend their timber harvest agreement for an additional 18-month period at no additional cost to CRW.
- Change Order 1 for the 2023 Street Restoration Project relates to milling and overlay work on the project and final adjustments of bid quantities and compliance requirements that needed to be met by the City of Harrisburg regarding pavement restoration.
- Change Order 2 for the Front Street Interceptor Rehabilitation Phase 2 Project with Insituform was discussed. A number of items were identified and required after the project was started totaling \$750,377 and an extension of the contract date were all vetted. Mr. Kurowski reported that the revised contract value, including all change orders to date will be \$18.4 million. The construction cost estimate developed by engineering during the bidding process was \$23.5 million so even with this change order increase, CRW is still under budget for the project.

- Engineering services with HRG Engineering, Inc. for the 2024 Water and Sewer Maintenance Contract for Indefinite Duration Indefinite Quantity (IDIQ) emergency and maintenance contracts was discussed. CRW utilizes IDIQ construction contracts for ongoing maintenance and emergency work for trenchless and excavation work for water, sewer and stormwater facilities. HRG has identified 18.2% MBE participation for Resident Project Representation (RPR) inspection and 5.0% for WBE participation for survey and base mapping.
- Procurement of sludge removal from the Back Wash Tanks at the Water Services Center was recommended through a COSTARS vendor, Wind River Environmental dba Kline's Services.
- Procurement of Zinc Orthophosphate at the Water department was recommended with Shannon Chemical Corporation, a sole source provider.
- Procurement of six overhead garage doors with installation through COSTARS vendor, Central State Door Service, for the Wastewater department to replace existing doors that are past their useful life. The current doors are over 40-years old and will be more energy efficient and will require less maintenance.

There were no questions or comments from the Board.

Legal and Risk Management: Mr. Enders reported the committee meeting was held on November 2, 2023, and highlighted items listed below.

- Ms. Gonzalez-Siegel provided an update on insurance claims.
- Mr. Enders advised CRW is already preparing for the 2024 insurance renewals, including significant updates with our property valuations as we prepare for a challenging property renewal due to the state of the market.
- The committee was updated by General Counsel on the issue of stormwater fees with the Commonwealth of Pennsylvania and pending litigation in the Commonwealth Court system, and on amicus briefs that were filed on appeals with West Chester Borough vs. PASSHE.
- General Counsel updated the Board on open litigation issues. Some of those open issues are trending in the right direction and the committee is looking for resolution of those items in the near future.
- New business regarding CRW obtaining evaluation of our buildings and investigating values was discussed regarding our insurance renewal process.

There were no questions or comments from the Board.

Public Outreach and M/W/DBE: Mr. Enders reported the committee meeting was held on November 15, 2023, and highlighted items listed below.

- Jarvis Brown reported that due to delays, he did not have an update on the final M/W/DBE percentages on the Bellevue Park Ponds project but will provide that as soon as it is available.
- Mr. Enders commended Mr. Brown on his consistent efforts to enforce CRW's M/W/DBE Plan.
- Bids for the AWTF Energy Recovery Improvements project are due in early December. Mr. Brown explained there are three contracts (HVAC, General and Electrical Construction) within this project. During the pre-bid meeting, Mr. Brown reported there were 24 businesses interested. Mr. Brown continues to follow up with these companies to assist with meeting CRW's M/W/DBE participation goals.
- Due to 2024 Budget meetings, there were no updates on the Customer Assistance Program.
- Community Outreach Events: There was one open house event held in October at the Front Street Pump Station.
- There were two community meetings held in October and five courtesy notifications relating to fats, oils and grease due to a blockage in the area of Governor Square residences.
- There were also two emergency notifications for boil water advisories.
- Communication regarding the 2024 budget presentation was the primary focus last month and a press release was sent to invite the community to attend the upcoming 2024 budget presentation that was conducted on November 15, 2023.
- Pending tonight's approval of the 2024 budgets and rates, there will be a press release issued to inform the community as to any changes for 2024.
- Upcoming Community Events:
 - Rowland Academy Resource Fair - November 22, 2023. This event is for parents, students and caregivers only and will be held from 11:00 a.m. to 2:00 p.m. CRW will be there to promote our Customer Assistance Program and to answer any questions regarding the service line inventory survey.
 - City Beautiful H2O Lunch & Learn - December 12, 2023. This event is for stakeholders throughout the City interested in forming a work group or steering committee to help with the long-term control plan over the next year. Board members were invited to attend.
- Old Business regarding the Paxton Creek Greenway project and pending grants was discussed. Mr. Enders reported no action has been taken on these issues yet, but CRW is monitoring these projects through multiple committees.

There were no questions or further comments 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 the following additions to that report:

- CRW's staff and senior leadership team would like to take the opportunity to say thank you to our customers and stakeholders for their patience throughout the year. Investments in our drinking water, wastewater, and stormwater systems often take the form of construction projects in our streets and rights-of-way. Repairing and replacing pipes can lead to service interruptions, traffic detours, parking limitations, noise, and even odors. Rehabilitation of the Front Street Interceptor in Riverfront Park is an obvious example.
- We do attempt to provide project notifications to affected residents, alerting them to potential impacts and requesting their cooperation. We do receive complaints from time to time and work to respond quickly, often offering a compromise or solution. We are aware of recent complaints associated with one particular rehabilitation method that we are using.
- CRW, like most water utilities across the country, is utilizing a process called cured-in-place-pipe (CIPP) lining. During the lining process, a resin saturated flexible liner is inserted into existing pipes, and the liner is inflated to expand against the pipes' walls. There are several methods to cure or harden the resin to form a new "pipe-within-the-old-pipe," sealing up cracks and other imperfections. The trenchless process also reduces the need for excavation, as well as project costs, limiting land disturbance in the project area by relining, instead of replacing, the existing sewer infrastructure. It's an especially valuable rehabilitation tool for older urban communities, where generations of redevelopment have created sometimes impossible utility conflicts. CIPP enables structural rehabilitation of pipes with extremely limited excavation.
- The curing process can produce an intense, distinctive chemical odor detectable by the human nose at low concentration levels, well below the limits known to be unsafe. With safety in mind, active work zones are closed to the public, and when required, contractors wear appropriate protective equipment — generally including glasses, masks, gloves, and protective clothing; work generally does not require respiratory equipment. Contractors also offer air quality testing to customers in the case of a complaint, and additional air quality monitoring will take place at active work sites.
- We do apologize for the associated inconvenience on Susquehanna and Mulberry Streets. Capital Region Water continues to consider various project alternatives, including traditional excavation, as well as trenchless options, and the benefits and costs of various approaches. Again, we thank you for your continued patience as we invest in our infrastructure.

- On to another topic that is before the Board for consideration this evening. In a few moments the Board will be contemplating the 2024 budgets and rates that were detailed by senior staff at last week's Special Board Meeting. Budgets are the fiscally responsible instruments to help CRW plan and meet its financial, operational, and regulatory objectives. They are also a bond indenture requirement that are due 30-days before the close of the fiscal year.
- During this four-month process, anticipated operational and administrative spending is developed from the ground up, and our 10-year capital plan is updated for new projects, updated costs, and timelines. Funding alternatives for capital projects are reviewed to ensure consistency in approach and long-term financial stability. Cash flows, debt service coverage requirements, and management goals are compared against 10-year forecasts, and rate adjustments are recommended to ensure CRW meets and exceeds all commitments to bondholders.
- Our commitments are not only to bondholders through our bond covenants, but also to our customers in the form of affordability, excellence in water quality, and much needed improvements to our aging infrastructure. While we don't enjoy recommending increases in our rates, they are necessary to provide the service our customers deserve and expect. By looking over a 10-year horizon, we can anticipate higher future costs and try to minimize large rate increases, opting instead for more moderate adjustments that hopefully are easier to absorb by the public. And for those who have difficulty, we are proposing in this budget a modest increase in our Customer Assistance Program via the credit assistance funding, which utilizes non-rate revenues to provide direct assistance to those in the community who need it the most.
- For 2024, we are recommending increases in our Water, Wastewater, and Stormwater rates, as well as adjustments to some of our miscellaneous fees. For the average residential customer, these rate adjustments combined will increase their monthly bill by less than \$5.00, while providing Capital Region Water with an additional \$2.7 million in revenues that will help to offset the inflationary increases we are experiencing in our operations and provide funding for \$344 million in capital expenditures anticipated over the next 10 years.
- We acknowledge and appreciate the Board's commitment and leadership to ensure that the investments we have been able to make over the last 10 years (as we just celebrated our 10-year anniversary), which have amounted to greater than \$200 million, continue over the next decade with as little impact to our customers as possible and ensure the city is set for future revitalization and investments by businesses.

There were no questions or comments from the Board.

V. Minutes of Previous Meeting

A motion was made by Mr. Enders, seconded by Mr. Presley, that the Minutes of the October 25, 2023, Regular Meeting be entered into the record as presented.

The Board unanimously approved the Minutes.

VI. Modifications or Deletions to the Agenda

A motion was made by Mr. Kurowski, seconded by Mr. Davidson, to remove the previously advertised item Wastewater, Item C. from tonight's Agenda and to repost the Amended Agenda on the website in accordance with the Sunshine Act.

Wastewater

C. ~~**Resolution No. 2023-043 - Authorization of Official Designees to Apply for DCED Local Share Assessment Funding Through the Commonwealth Financing Authority for the AWTF Energy Improvements Project**~~

~~**Motion:** The Board adopts Resolution No. 2023-043 that authorizes the application for funding from the Commonwealth Financing Authority, and that the Chief Financial Officer and/or Chief Executive Officer are authorized as its official designees to execute all documents and agreements between Capital Region Water and the Commonwealth Financing Authority to assist in obtaining the requested grant.~~

The Board unanimously approved the removal of Wastewater, Item C.

VII. Public Comment - Agenda and Non-Agenda (3 Minutes) – None.

VIII. Old/New Business

Administrative

Mr. Kurowski announced for the record, and for those participating virtually, that the budget process began approximately four months ago in August. He stated there has been an extensive amount of work in October and November by CRW's staff and leadership to prepare the draft budgets which were also vetted in numerous forums, budget meetings, workshops, and ultimately the public presentation of the draft budgets on November 15, 2023, that has allowed CRW to have the 2024 Budgets on tonight's Agenda for consideration.

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

A. Resolution No. 2023-035 – 2024 Administrative Budget

Motion: The Board adopts Resolution No. 2023-035 which approves the 2024 Administrative Budget.

Mr. Davidson stated this is an insightful and well put together budget proposal. He thanked everyone who participated in putting the 2024 Budgets together by putting the interests of our community first, as well as the advance needs of our water system. He stated that every vote since he has joined the Board has been unanimous. Unfortunately, he will end that tonight, as in his view, the budget is a statement of shared priorities and the plan for our future. There are different perspectives on how to achieve our collective goals, and in this proposal, this is one of those perspectives. It achieves a lot of good when it comes to planning for our future, ensuring that our critical projects are funded in the short-term, and balances the need for short-term vs. long-term revenue needs. However, in his view there are some areas where it falls short. In particular, the rate increase proposal, and long-term planning for workforce development and retention. He would also be remiss to not note some of the good that is included which puts CRW on the path for meeting the requirements of the Consent Decree, advancing the overall goals of regular system maintenance, and could put us on the path of a credit rating increase down the road. While he will be a “no” vote on the various budget and rate votes before the Board tonight, it is his hope over the course of the next year that CRW gets back to voting unanimously, while continuing robust discussion of these important topics, and together we arrive at the product that collectively can receive all our support next year.

The Board adopted Administrative Item A by a majority vote of four to one with Mr. Davidson voting nay.

Drinking Water

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be adopted, Drinking Water Item A.

A. Resolution No. 2023-036 – 2024 Drinking Water Budget

Motion: The Board adopts Resolution No. 2023-036 which approves the 2024 Drinking Water Budget.

The Board adopted Drinking Water Item A by a majority vote of four to one with Mr. Davidson voting nay.

Mr. Kurowski clarified for the record that Board members will be voting on the Budget for each fund individually, Water, Wastewater and Stormwater, and then voting on the rates for each fund, along with a Rate Schedule for Tapping, Fire Line and Water Operational Fees which all become effective January 1, 2024. A press release will be issued to the public and the budgets and rates, effective January 1, 2024, will also be posted on CRW's website at <https://capitalregionwater.com/customer-support/water-sewer-rates/>

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be adopted, Drinking Water Item B.

B. Resolution No. 2023-037 - 2024 Drinking Water Rate Schedule

Motion: The Board adopts Resolution No. 2023-037 which approves the 2024 Drinking Water Rate Schedule, effective January 1, 2024.

Ms. Balaban requested clarification as to the percentage increase for 2024 water rates. Mr. Keith confirmed it is 3%, or \$0.31 per thousand gallons, with no increase to the Ready-to-Serve fees based on a typical residential customer with 3,750 gallons of consumption, the monthly cost will increase by \$1.16 for drinking water service.

Consumption Charge (\$ per 1,000 gallons)	Current 2023	Adopted 2024	Increase
All Customers	\$ 10.34	\$ 10.65	3.0%

The Board adopted Drinking Water Item B by a majority vote of four to one with Mr. Davidson voting nay.

A motion was made by Mr. Kurowski, seconded by Mr. Presley, that the following item be adopted, Drinking Water Item C.

C. Resolution No. 2023-038 - 2024 Rate Schedule for Tapping, Fire Line and Water Operational Fees, Effective January 1, 2024

Motion: The Board adopts Resolution No. 2023-038 which approves the 2024 Rate Schedule for Tapping, Fire Line and Water Operational Fees, effective January 1, 2024.

Ms. Balaban asked if Resolution No. 2023-038 includes the ready-to-serve fees? Mr. Keith stated that the ready-to-serve fees are included in previous Resolution No. 2023-037 for water rates, however, there were no increases proposed for ready-to-serve in 2024. CRW is working with Raftelis regarding a study for ready-to-serve fees for 2025. All of the fees that become effective January 1, 2024 will be posted on the website at <https://capitalregionwater.com/customer-support/water-sewer-rates/>.

The Board adopted Drinking Water Item C by a majority vote of four to one with Mr. Davidson voting nay.

Mr. Presley asked if the charts or a summary of CRW proposed rates vs. rates of other utilities in the area is available on our website? Mr. Keith noted that it was included in his budget presentation, and he would discuss getting it on the website through Ms. Laufer. Ms. Balaban stated that Board members have seen the charts during the various presentations but would like those charts made available to the ratepayers on CRW's website.

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

D. Change Order No. 1 (Final) with Rogele, Inc. - 2023 Street Restoration Project

Motion: The Board authorizes the Chief Technical Officer to execute Change Order No. 1 with Rogele, Inc. in the amount of \$73,111.49 and a seven-day increase to the contract times. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Water #60800803-80300-00310 - City Street Restorations and Wastewater #80800803-80300-00310 - City Street Restorations.

The Board unanimously approved Drinking Water Item D.

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

E. Procurement of Zinc Orthophosphate (SLI-321L) from Shannon Chemical Corporation, a Sole Source Provider

Motion: The Board authorizes the Chief Operations Officer – Drinking Water to procure SLI-321L proprietary liquid Zinc Orthophosphate from Shannon Chemical Corporation, a sole source provider, in the amount of \$77,046.48. Funding Source: Drinking Water #60231513-51301 – Water Treatment Chemicals.

The Board unanimously approved Drinking Water Item E.

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

F. Procurement of Sludge Removal from Back Wash Tank from Wind River Environmental dba Kline's Services through COSTARS

Motion: The Board authorizes the Chief Operations Officer – Drinking Water to procure the sludge removal from the Back Wash Tank from Wind River Environmental dba Kline’s Services in the amount of \$28,460 through COSTARS. Funding Source: Drinking Water #60231514-51407 - Wtr Debris Removal.

The Board unanimously approved Drinking Water Item F.

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

G. Timber Product Harvest/Sale Extension Agreement with All Terrain Logging, LLC

Motion: The Board authorizes the Chief Strategy Officer to execute an Extension Agreement to the Timber Product Harvest/Sale Agreement with All Terrain Logging, LLC for harvest and sale of wood products within Management Units 20/34/36/37 of the DeHart Property. The Extension Agreement would extend the Agreement for an additional 18-month period through June 30, 2025, unless otherwise terminated or extended by the parties. Funding Source: Water #60000455-45520 – Wtr Timber Income.

Ms. Balaban asked if this just extends the agreement and that CRW isn't expecting any additional timber to be harvested by authorizing this extension? Ms. Dierolf confirmed that is correct.

The Board unanimously approved Drinking Water Item G.

Wastewater

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

A. Resolution No. 2023-039 – 2024 Wastewater Budget

Motion: The Board adopts Resolution No. 2023-039 which approves the 2024 Wastewater Budget.

The Board adopted Wastewater Item A by a majority vote of four to one with Mr. Davidson voting nay.

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

B. Resolution No. 2023-040 - 2024 Wastewater Rate Schedule, Effective January 1, 2024

Motion: The Board adopts Resolution No. 2023-040 which approves the 2024 Wastewater Rate Schedule, effective January 1, 2024.

Ms. Balaban requested clarification as to the percentage increase for 2024 wastewater rates. Mr. Keith confirmed it is 8%, or \$0.74 per thousand gallons, based on a typical residential customer with 3,750 gallons of consumption for sewer utilization, the monthly cost will increase by \$2.78 for wastewater service.

	Current 2023	Adopted 2024	Increase
City of Harrisburg Rate (per 1,000 gallons)			
Sewer Utilization	\$ 9.24	\$ 9.98	8.0%
Wholesale Customers (per 1,000 gallons)			
Conveyance & Treatment Services	\$ 5.01	\$ 5.32	6.2%
Treatment Services	\$ 3.58	\$ 3.79	5.9%

Average Wastewater Bill - City of Harrisburg

	Consumption Rate per 1,000 Gallons	Average Monthly Bill*	Monthly Increase*
2024	\$ 9.98	\$ 37.43	\$ 2.78
2023	\$ 9.24	\$ 34.65	

*Based on an estimated consumption of 3,750 gallons per month for residential customers

The Board adopted Wastewater Item B by a majority vote of four to one with Mr. Davidson voting nay.

Previous Wastewater Item C was removed from the agenda. All agenda items were renumbered and are identified by the new numbering as posted on the Amended Agenda.

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

C. Task Order 2023-05-02: Engineering Services for 2024 Water and Sewer Maintenance Contracts (IDIQ) with HRG Engineering, Inc.

Motion: The Board authorizes the Chief Technical Officer to execute Task Order 2023-05-02 with HRG Engineering, Inc., as outlined in HRG's Proposal, dated November 3, 2023, in an amount not to exceed \$399,800. M/W/DBE Commitment: \$72,580 / 18.2% MBE and \$20,000 / 5.0% WBE. Funding Source: Wastewater #80800801-80100-00026 – Collection System Rehab.

Ms. Balaban asked for clarification of the names of the M/W/DBE sub-contractors for the minutes. Mr. Enders stated they are Act One & Associates and BFW Group, LLC as identified on Exhibit 1 attached to Task Order 2023-05-02.

Mr. Davidson pointed out that CRW's M/W/DBE Plan is continuing to be very successful due to the good work being done by Jarvis Brown.

Mr. Presley thanked HRG Engineering for their continuing support of CRW's M/W/DBE Plan and for obtaining 18.2% MBE and 5.0% WBE participation levels on this project.

The Board unanimously approved Wastewater Item C.

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

D. Change Order No. 2 with Insituform Technologies, LLC - Front Street Rehabilitation Phase 2 Project

Motion: The Board authorizes the Chief Technical Officer to execute Change Order No. 2 with Insituform Technologies, LLC in the amount of \$750,376.67 and an increase of fifty-two (52) days to the contract times. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80800801-080100-00083 – Ww Front Street Interceptor Rehab Phase 2.

Mr. Kurowski stated that this large change order was heavily vetted at the Operations and Engineering Committee meeting, and today during Executive Session to make sure everyone's questions or concerns were addressed.

The Board unanimously approved Wastewater Item D.

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

E. Procurement of Six (6) Replacement Overhead Garage Doors with Installation from Central State Door Service through COSTARS

Motion: The Board authorizes the Chief Operations Officer - Wastewater to procure six (6) overhead garage doors with installation from Central State Door Service in the amount of \$28,060.23 through COSTARS. Funding Source: Wastewater #80800801-80300-00317 - Ww Garage Door Replacements.

The Board unanimously approved Wastewater Item E.

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

F. Engagement of Barnes and Thornburg as Special Legal Counsel for Environmental Matters

Motion: The Board authorizes the Chief Executive Officer to execute an Agreement with Barnes & Thornburg LLP, for the provision of Special Legal Counsel services for environmental matters within CRW's budget for legal expenses, based primarily on the rates set in Barnes & Thornburg LLP's Proposal, dated November 17, 2023. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80504541-54100 - Ww Legal Services.

The Board unanimously approved Wastewater Item F.

Stormwater

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

A. Resolution No. 2023-041 – 2024 Stormwater Budget

Motion: The Board adopts Resolution No. 2023-041 which approves the 2024 Stormwater Budget.

The Board adopted Stormwater Item A by a majority vote of four to one with Mr. Davidson voting nay.

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

B. Resolution No. 2023-042 - 2024 Stormwater Rate Schedule, Effective January 1, 2024

Motion: The Board adopts Resolution No. 2023-042 which approves the 2024 Stormwater Rate Schedule, effective January 1, 2024.

Ms. Balaban requested clarification as to the percentage increase for 2024 stormwater rates. Mr. Keith confirmed it is 10%, or \$0.62 a month based on a typical residential customer with a Tier 2 Impervious Area.

Description	Current 2023	Adopted 2024	Increase %	Increase \$
-Residential Tier 1 Rate (Monthly)	\$ 3.08	\$ 3.39	10%	\$ 0.31
-Residential Tier 2 Rate (Monthly)	\$ 6.15	\$ 6.77	10%	\$ 0.62
-Residential Tier 3 Rate (Monthly)	\$ 6.15 x I.A.	\$ 6.77 x I.A.	10%	
-Non-Residential Rate (400-700 SF) (Monthly)	\$ 3.08	\$ 3.39	10%	\$ 0.31
-Non-Residential Rate (Over 700 SF) (Monthly)	\$ 6.15 x I.A.	\$ 6.77 x I.A.	10%	

* I.A. = Impervious Area expressed as a unit of measurement (ERU) consistent with the average residential unit's impervious square feet of property (increments of 1,000 SF)

The Board adopted Stormwater Item B by a majority vote of four to one with Mr. Davidson voting nay.

IX. Public Comments - Non-Agenda Items (3 Minutes)

Ms. Evelyn Hunt stated that she recently attended a district justice hearing listening to tenants who were evicted. She said the issues were related to delinquent water bills and that the tenants were complaining their landlord didn't give them the water bills until the water bills were up to \$1,000 to \$4,000. She stated that once the district justice makes a determination, these tenants are apparently coming into Capital Region Water for assistance. She thinks something has to be done so that the tenants can see the water bills when landlords are billing them.

Ms. Hunt stated that once the district justice makes his assessment, the judgment is then based on how much they owe. Ms. Balaban stated that the filing fee is based on the amount of damages. Ms. Hunt stated in addition to speaking with CRW's Board, she is going to go the Tenants' Association to see if something can be done to assist these low-income tenants when landlords are using water bills to evict them.

Ms. Balaban stated that as both an attorney and a landlord, the filing fee is something that is set by the court, so the Tenant Association would have to approach that issue. As to the other, that issue is a contractual issue that both the landlord and the tenant would have to agree to. She suggests the language in their lease with the tenant should be very specific, and in writing. Perhaps the tenants could be advised not to sign a lease without making sure the terms are in writing or to amend their existing lease in writing to outline that any water bills would be paid "X" number of days prior to the due date to prevent late fees. Board members thanked Ms. Hunt for her comments.

X. Board Member Comments

Ms. Balaban wished everyone a Happy Thanksgiving. After completing 11 Board meetings, she is thankful and appreciative of all CRW's staff for everything they do.

Mr. Presley also extended a Happy Thanksgiving to everyone. He noted that CRW had a 10% reduction in maintenance and repairs in 2023 and he commended both the wastewater and drinking water's maintenance divisions for their hard work, including those within the Asset Management team.

He also stated that Pennsylvania American Water raised their water rates 25% for 2024, after a 14% increase they implemented in 2023, so in the span of 15 months, they have made CRW's water rate increase look much more affordable.

Mr. Presley thanked Ms. Katzenmoyer for her letter to the Patriot News explaining how CRW continues to keep our utility rates lower than private utility companies.

He extended best wishes on behalf of the Board to Regina Gail Malloy, who has decided to pursue her artistic career. She will be sadly missed.

Mr. Davidson extended Happy Thanksgivings to everyone and asked everyone to keep those first responders and utility workers who continue to keep us safe and keep our water flowing while we enjoy our holidays.

Mr. Enders stated he is honored to sit on this Board and grateful to the staff that make our water system the best tasting water. He asked that everyone be courteous and kind over the holiday so everyone can get to their destination safely.

Mr. Kurowski thanked everyone involved in the budget process. He still continues to be amazed that we are able to do all of the capital improvement projects we can while collectively only raising water, sewer and stormwater rates \$4.56/monthly or a total annual increase of \$54.72. This Board continues to take the demographics of our service area into consideration when handling these issues. CRW has also continued to increase funding of our Customer Assistance Program with non-rate revenues which are revenues that are not a result of raising utility rates.

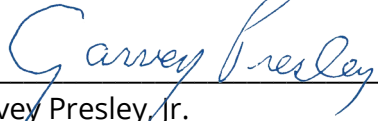
He has seen countless growth by CRW over the years and where we are now is mind boggling and he is confident CRW and staff are doing their best for our customers. Happy Thanksgiving to everyone, eat a lot and watch plenty of football!

XI. Adjournment

A motion was made by Mr. Presley, seconded by Mr. Enders, for the Board to adjourn the meeting at 7:18 p.m.

The motion was unanimously approved.

CAPITAL REGION WATER



Garvey Presley, Jr.
Secretary



Order Confirmation

Ad Order Number 0010794826

Customer

CAPITAL REGION WATER

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

FAX:

jennifer.oneill@capitalregionwater.com

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CAPITAL REGION WATER
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HARRISBURG PA 17110 USA
(888)510-0606

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Order Taker Marjorie Dill

Order Source

Special Pricing

Tear Sheets	1	TearsheetsCost	\$0.00	Net Amount	\$236.00
Proofs	0			Tax Amount	\$0.00
Affidavits	1	AffidavitsCost	\$5.00	Total Amount	\$236.00
Blind Box				Payment Method	Invoice
Promo Type				Payment Amount	\$0.00
Materials				Amount Due	\$236.00
Invoice Text					

Ad Schedule

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		11/28/2023	

Product	Inventory	Placement/Class	Main Legals
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Run Dates	Sort Text	CAPIT476REGIONWATERSREGULARMEETINGSFORWILLBEHELDAT600PMONTHEFOLLOWINGDATESJANUARY24	
		11/28/2023	

Ad Content Proof

Capital Region Water's Regular Meetings for 2024 will be held at 6:00 p.m. on the following dates:

January 24
February 28
March 27
April 24
May 22
June 26
July 24
August 28
September 25
October 23
November 26
December 18

Notice of these meetings will be published in a newspaper of general circulation and posted at Capital Region Water's offices in accordance with the Sunshine Act. Special Meetings may be called from time to time and will be advertised in accordance with the Sunshine Act. All meeting dates will be posted on Capital Region Water's website at capitalregionwater.com/board-meetings and are open to the public. Visit our website or call 888 510-0606 for location details and virtual meeting access for attending each respective meeting.

CAPITAL REGION WATER
capitalregionwater.com