



MINUTES

Regular Meeting

July 24, 2024, at 6:00 p.m.

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Regular Meeting (Conducted In-Person and via GoToMeeting)

In Person Attendance:

Board:

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

Staff:

Douglas E. Keith, Chief Financial Officer
David W. Stewart, P.E., Chief Technical Officer
Michelle Bethel-Miller, Chief Administrative Officer
Jess Rosentel, Chief Operations Officer - Wastewater
Chad Bingaman, Chief Operations Officer - Drinking Water
Colin Cash, P.E., Project Manager/Design Engineer
Karen McKillip, Archivist (Recorder)
Tammie Sheaffer, Office Manager

General Counsel:

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

Virtual Attendance:

Staff:

Charlotte A. Katzenmoyer, Chief Executive Officer
Tanya Dierolf, Chief Strategy Officer
Raymond Hoke, Wastewater Operations Supervisor
Jeffrey Bowra, P.E., Vice President, Engineering
Sheri Berilla, Asset Manager
Jarvis Brown, Diversity Program Manager
Bryon Maze, Procurement Manager

Others:

Caleb Krauter, P.E. (HRG Engineering, Inc.)
Taslim Hossain (HRG Engineering, Inc.)
Matt Crow, P.E. (Black & Veatch)
Sarah Folk, P.E. (Gannett Fleming)
Cindy Zawrotuk (AECOM)
James (last name and affiliation not provided)

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

The meeting was called to order by Chairperson Kurowski at 6:09 p.m.

Chairperson Kurowski stated that all four 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 full first and last 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 Thursday, July 25, 2024.

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.** Today's regular meeting was advertised in accordance with the Sunshine Act.
- C.** The next regular meeting is scheduled for Wednesday, August 28, 2024, at 6:00 p.m. and will be held in-person and virtually.

III. 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.

Customer Assistance Programs: If you, a neighbor, or a friend are struggling to pay your monthly water or wastewater bill, as a Capital Region Water customer you may be eligible for assistance. Capital Region Water provides up to \$300 credit to residential customers that meet qualifying guidelines. Customers qualifying for similar assistance programs (e.g., LIHEAP, SNAP, utility assistance) likely qualify for this program. Please visit capitalregionwater.com to learn more about the Customer Assistance Program, including various program offerings, or contact the Customer Service Center for assistance at 888-510-0606.

Pennsylvania Homeowner Assistance Fund (PAHAF): Capital Region Water also partners with various organizations to promote programs to assist residents in Harrisburg. The Pennsylvania Homeowner Assistance Fund is available to homeowners facing financial hardship due to the COVID-19 pandemic. The program provides financial assistance to homeowners for qualified mortgage and utility related expenses up to \$50,000 combined, or up to \$10,000 for utilities only. Income eligibility is higher than standard programs. For example, a four-person household with an income less than \$146,850 is eligible. Take a moment to see if you qualify. Visit pahaf.org for more details about the program, income eligibility, and to apply.

Emergency Rental and Utility Assistance Program (ERAP): Dauphin County invites those struggling to pay rent or utilities to apply for the reopened Emergency Rental and Utility Assistance Program. ERAP assists households impacted by the COVID-19 pandemic. Eligible applications are prioritized based on current income and pending eviction. In the event of questions, call 211 or email rentutilityassist@dauphincounty.gov.

\$25 Credit – Advanced Metering Infrastructure (AMI) Upgrade: We are also happy to announce another means of assistance for those customers that schedule and complete their water meter replacement during the 2024 calendar year. We will be providing a \$25 credit towards your water bill upon successful completion of the meter replacement. See our [website](#) for more details.

There were no questions or comments from the Board.

IV. Committee Reports

Budget and Finance: Mr. Kurowski reported the committee did not meet in July.

- Mr. Keith provided the financial update through June 2024.
- He reported that the past due balance for accounts receivable as of June 30, 2024, was over \$9,600,000 and shared a new chart displaying the Accounts Receivable Quarterly Past Due Balances for the past four years which also identifies the accounts receivable balance prior to the Commonwealth of Pennsylvania's outstanding stormwater fee balance which continues to accrue at the rate of \$35,000 per month.

There were no questions or comments from the Board.

Personnel and Shared Services: Ms. Balaban reported the committee met July 16, 2024, and highlighted items listed below.

- The CEO introduced and welcomed Shaylee Malek, Vice President, Human Resources.

- IT provided project updates, including deployment of staff cell phones and computer replacements and software updates.
- IT continues to provide cyber security training to CRW employees.
- Ms. Bethel-Miller reported quarterly total customer service updates through June 2024 as follows:
 - There were 10,311 calls handled Jan-June. The average speed of answer was 27 seconds. The average talk time and average handle time was three minutes 25 seconds.
 - There were 26,299 credit card transactions totaling \$4,934,460.01 for Jan-June 2024 with an average payment of \$187.63.
 - There were 1,263 MoneyGram transactions totaling \$187,656.56 for Jan-June 2024 with an average payment of \$148.58.
 - There were 1,160 drive-thru customers and 1,205 walk-in customers for a total of 2,365 customers serviced Jan-June 2024.
- The Customer Assistance Program (CAP) update was provided. CRW has approved a total of 201 applications with 198 direct and three opt-ins from the Low-Income Household Water Assistance Program (LIHWAP) for total assistance in Jan-June of \$58,500.
- Customer Assistance Program updates as of June 30, 2024, are listed below.

Reporting numbers as of June 30, 2024:

– CRW's Customer Assistance Program	\$57,600.00	
– CAP Opt-in Coupons	\$900.00	
– Drinking Water Service Line Assistance	\$149,073.50	
– Wastewater Lateral Line Assistance	\$87,110.57	
– CAP Party Line Assistance	<u>\$37,235.40</u>	
Total Internal Customer Assistance Program		\$331,919.47

Other combined customer assistance received in 2024:

– Emergency Rental Assistance Program (ERAP)	\$0.00	
– Low-Income Household Water Assistance Program (LIHWAP)	\$17,861.44	
– City of Harrisburg CARES (COH CARES)	\$0.00	
– Pennsylvania Homeowners Assistance Fund (PAHAF)	<u>\$22,542.57</u>	
Total Other Combined Assistance		\$40,404.01

YTD Total of funds provided to customers in 2024: \$372,323.48

- Ms. Bethel-Miller stated as previously reported by the CEO, the Emergency Rental Assistance Program (ERAP) reopened at 9:00 a.m. on July 15, 2024, and will run through 4:30 p.m. on July 30, 2024. CRW is encouraging our customers to apply for these funds.

- Ms. Balaban reported there was one new hire, two promotions/transfers and four separations in June. There are currently ten open positions as of July 12, 2024. Open positions are posted at <https://capitalregionwater.com/about/careers/>.
- Ms. Balaban announced Michael Gonzalez, Maintenance Worker for the Wastewater Department, is being recognized as the July Employee of the Month.
- Mr. Rosentel reported that a PIE Award was awarded to the Front Street Pump Station Communication Tower Project Team. This team consisted of Joe Baker, Randy Ritter, Donald Sweger, Josh Sweger, Al McPherson, David Hoover and Tom Czyzykowski. Fast, clear, and uninterrupted communication between CRW facilities is a crucial element in storm situations. The Front Street Pump Station Communications Tower Project Team worked cohesively to extend a 50-foot tower to 60-feet, allowing for a clearer communication pathway between the Front Street Pump Station and the Advanced Wastewater Treatment Facility. Using harnesses, tie downs, ropes, and a lift, all while maintaining traffic control, the team completed the project in under four hours. This development allows the AWTF crew to have eyes on the Front Street Pump Station without leaving the facility while providing instant communication through the SCADA connection, eliminating any delay which can be detrimental in storm situations. Additionally, this allows CRW to remove the Verizon dial-up circuit which cut expenses. CRW is proud to commend the team's dedication, hard work and commitment to our Core Values of "Flowing Together" (unity and teamwork), "Crystal Clear Water" (transparency and accountability), and "Every Drop Counts" (fiscally responsible).
- Mr. Rosentel also stated there was a great deal of work performed in the months and years prior to this. Outside of the SCADA program, almost all this work was done in-house at significant savings versus contracting this work.

There were no questions or comments from the Board.

Operations and Engineering: Mr. Kurowski reported the committee met July 18, 2024, and highlighted items listed below.

- The following task orders, change orders or bid awards, along with several others not listed below, were vetted and a number of these are on the Board agenda tonight and recommended for approval.
 - Change Order No. 1 (General Contract) with G.M. McCrossin for the AWTF Energy Recovery Improvements Project.
 - Right-of-Way for a water easement with Union Square Shopping Center for the construction of a Chick-Fil-A restaurant on Union Deposit Road.
 - Task Order 2024-16-01 for engineering services with Brown and Caldwell for the drinking water hydraulic modeling efforts.
 - Task Order 2023-12-03 for engineering services with HRG Engineering for the 2024 Sewer System Improvements Project.

- Task Order 2024-15-01 for engineering services with GHD for the Spring Creek Interceptor and Pumping Station Improvements.
- Procurement of PennBid Project Number 2024-202 Hydrated Lime Slurry (Calcium Hydroxide) from W.K. Merriman, Inc. for the Drinking Water department.
- Mr. Bingaman offered the following updates.
 - He thanked and recognized Oran Burns, an Operator at the Drinking Water Department who retired on July 5, 2024. Mr. Burns started with the City of Harrisburg's Bureau of Water in 1991, so he has spent 33 years of service with the Drinking Water Department. In 2011, he became a night shift operator and was there until he retired. His willingness to work that shift was much appreciated because that is a difficult shift, and a lot of the newer operators end up on this shift. Not only was he working it, but he was also training a lot of our newer operators. He thanked Mr. Burns for his years of service with CRW.
 - The Drinking Water Department is in the beginning stages of a new Cross Connection and Control Plan and associated enforcement. An agreement with National Water Specialties Company (NAWSC) was signed in 2018 to help enforce the plan but was put on hold due to COVID and implementing CRW's stormwater fee but is back on track so you will soon be hearing more as this project gets started.
 - Hydrant flushing continues. CRW has approximately 450 hydrants to go so we are on schedule.
- Mr. Rosentel offered the following updates.
 - PADEP conducted their inspection for compliance enforcement of the AWTF and the CSO System in June. This is typically performed on an annual basis but due to staffing last year, the facility's inspection was for two years of compliance which was conducted within one week at the facility. Results for the PADEP inspection were favorable with no major violations. Staff was really focused on getting through the inspection process; along with continuing progress relative to the Energy Recovery Improvements Project with G.M. McCrossin.
- Mr. Stewart offered the following updates.
 - Mr. Stewart introduced Colin Cash, P.E., CRW's newest member of the Engineering Department. Colin is our Project Manager/Design Engineer. He is a professional civil/environmental engineer with 10 years' experience in the design and management of water infrastructure projects. He will be sharing capital project management workload within the Engineering Department with Jeff Bowra and Claire Maulhardt. He started on July 8, 2024, and was immediately exposed to a few emergencies that arose as they often do. Welcome Colin, we are happy to have you join CRW.
 - On July 23, 2024, the contractor completed the boring component reaching the final four feet of the upstream manhole for the Kensington Street sewer repair. They will be hand-digging for the next week to make sure they are able to make the tie-in

without destroying the brick manhole. Following that, there is an additional month of work to install the carrier pipe and grout the annular space, reinstallation of the water main, and final restoration. This project is now in the homestretch.

- The Second and Forester Street emergency manhole repair is being handled by Rogele, Inc. They removed a collapsed brick manhole and installed most of the new pre-cast manhole structure. But a portion of the water main had to be removed. Due to the requirement for full disinfection and testing prior to reinstallation of the water service, that is adding about ten days to the overall project schedule. The project is expected to be done on or about August 14, 2024.
- The Broad Street Market sewer repair project is close to completion. Final paving will be completed this week.
- For the Cameron Street water main lining project, all preparatory work has been completed and crews will begin the cured-in-place pipelining night work beginning on the weekends starting July 26th for the next four to six weeks.

There were no questions or comments from the Board.

Legal and Risk Management: Mr. Enders reported the committee met July 12, 2024, and highlighted items listed below.

- Ms. Gonzalez-Siegel provided an update on open and settled insurance claims.
- An update was provided on legal matters.
- The committee continues to monitor matters involving our stormwater fee throughout our service territory, other legal matters involving property throughout the city that we have interests in, and ongoing items with developers and contractors throughout the city itself.
- Discussion was held regarding our Errors and Omission Insurance coverage. As CRW continues to grow and expand, the committee wants to make sure we have additional insurance for the issues designed through our Engineering Department. Through this insurance coverage, some of this risk transitions over to the insurance company. He thanked Ms. Gonzalez-Siegel for her continued support of CRW's insurance needs.
- The committee also had a special guest of Adeolu Bakare, Esquire of McNees, Wallace & Nurick, LLC. Mr. Bakare was interviewed and addressed the committee's questions and concerns regarding CRW's need for special counsel relating to negotiation of a new Intermunicipal Agreement with our suburban partners and the engagement of McNees, Wallace & Nurick, LLC. The committee recommends the engagement of special legal counsel to McNees, Wallace & Nurick, LLC.

There were no questions or comments from the Board.

Public Outreach and M/W/DBE: Mr. Enders reported the committee met July 17, 2024, and highlighted items listed below.

- Jarvis Brown provided his M/W/DBE update on the 2024 Water System Improvements project and noted a pre-bid meeting was held July 23, 2024, where sub and prime contractors had an opportunity to learn more about the project.
- Ms. Dierolf reported that CRW's Customer Assistance Program has provided \$331,919 as of June 30, 2024.
- Community outreach conducted two events in June: DeHart Day on June 8th and a Hot Spot Saturday litter clean up on June 29th in partnership with Harrisburg City Council.
- Notifications relating to our lead risk mitigation measures were distributed, and the committee was updated on the Lead RMM Report for the month of June. There were 12 properties impacted through risk mitigation measures in June.
- Rebecca Laufer reported on the updates for communications, including the press release of the annual [2024 Consumer Confidence Report \(CCR\)](#), along with a \$25 credit for customers who have their water meter replaced under the Advanced Metering Infrastructure (AMI) Upgrade Project by December 31, 2024. The current response rate for the AMI Project is approximately 25%, so hopefully this \$25 credit incentive will encourage more customers to schedule their appointments as soon as possible.
- CRW continues to enforce our public engagement strategy for the Alternatives Analysis/Long Term Control Plan to receive the community's feedback. He thanked all CRW personnel who were part of the engagement during Stormwater Week. At the end of Stormwater Week (July 15 – 19, 2024) CRW conducted an event on July 19, 2024, where several people participated in a short tour of different stormwater related issues throughout Midtown. It is hoped that upon completion of the tour that CRW was able to inform more people exactly how stormwater impacts our community and what CRW is doing to mitigate stormwater.
- Additional tours are being conducted this week with Harrisburg City Council members to give them a clear picture of what CRW does within the community.

There were no questions or comments from the Board.

V. Minutes of Previous Meeting

A motion was made by Mr. Davidson, seconded by Mr. Enders, that the Minutes of the June 26, 2024, Regular Meeting be entered into the record as presented.

The Board unanimously approved the Minutes.

VI. **Modifications or Deletions to the Agenda** – None.

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

VIII. **Old/New Business**

Administrative

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

A. Memorandum of Understanding with City of Harrisburg and Silverstone Enterprises, LLC

Motion: The Board authorizes the Chief Executive Officer to execute a Memorandum of Understanding with the City of Harrisburg and Silverstone Enterprises, LLC. M/W/DBE Commitment: N/A. Funding Source: N/A.

Mr. Davidson stated that this MOU regarding the tent property next to the Broad Street Market has been in negotiations for some time. The fire at the Broad Street Market was over a year ago and he is happy to see everyone within the community has stepped up and figured out ways for the tent facility to be up and running as soon as possible. He is happy CRW was able to work with the City and Silverstone Enterprises to continue to move this project forward.

The Board unanimously approved Administrative Item A.

Drinking Water

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

A. Resolution No. 2024-016 – Water Main Right-of-Way Agreement with Union Square Shopping Center

Motion: The Board adopts Resolution No. 2024-016 to authorize the Chairperson and Secretary to execute the Water Main Right-of-Way Agreement with Union Square Shopping Center for a proposed development at 3951 Union Deposit Road. Funding Source: Admin #10504541-54100 – Legal Services – General.

The Board unanimously adopted Drinking Water Item A.

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

B. Task Order 2024-16-01: Engineering Services for Water System Hydraulic Modeling with Brown and Caldwell

Motion: The Board authorizes the Chief Technical Officer to execute Task Order 2024-16-01 with Brown and Caldwell, as outlined in Brown and Caldwell's Proposal, dated July 5, 2024, in an amount not to exceed \$294,360. M/W/DBE Commitment: \$25,000 / 8.5% MBE. Funding Source: Water #60504541-54104 – Wtr Engineering Services.

The Board unanimously approved Drinking Water Item B.

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

C. Project Number 2024 - 202 - Hydrated Lime Slurry (Calcium Hydroxide) Procurement from W.K. Merriman, Inc.

Motion: The Board authorizes the Chief Operations Officer – Drinking Water to award PennBid Project Number 2024-202 Hydrated Lime Slurry (Calcium Hydroxide) to W.K. Merriman, Inc., and to execute the agreement for the procurement of Hydrated Lime Slurry 20% at \$1.10/gallon and/or Hydrated Lime Slurry 30% at \$0.75/gallon. The estimated annual total is 120,000 gallons of 20% and/or 30%. Bids and notifications for M/W/DBE were solicited via the PennBid system. There were no M/W/DBE commitments returned at the time of the award. Funding Source: Water #60231513-51301 – Wtr Trmt Chemicals.

The Board unanimously approved Drinking Water Item C.

Wastewater

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

A. Task Order 2023-12-03: Engineering Services for 2024 Sewer System Improvements with Herbert, Rowland & Grubic, Inc.

Motion: The Board authorizes the Chief Technical Officer to execute Task Order 2023-12-03 with Herbert, Rowland & Grubic, Inc., as outlined in HRG's Proposal, dated July 5, 2024, in an amount not to exceed \$897,900. M/W/DBE Commitment: \$135,170 / 15.1% MBE. Wastewater #80800801-80100 00133 – Ww Sewer PV \$21M – Phase 3.

The Board unanimously approved Wastewater Item A.

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

B. Task Order 2024-15-01: Engineering Services for Spring Creek Interceptor and Pump Station Improvements with GHD

Motion: The Board authorizes the Chief Technical Officer to execute a Basic Ordering Agreement, upon legal review and approval, and Task Order 2024-15-01 with GHD, as outlined in GHD's Proposal, dated July 3, 2024, in an amount not to exceed \$1,226,200. M/W/DBE Commitment: \$261,900 / 21.4% DBE. Funding Source: Wastewater #80800801-80100-00117 – Ww Spring Creek Interceptor.

The Board unanimously approved Wastewater Item B.

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

C. Change Order No. 1 - General Contract with G.M. McCrossin, Inc. – AWTF Energy Recovery Improvements Project

Motion: The Board authorizes the Chief Technical Officer to execute Change Order No. 1 – General Contract with G.M. McCrossin, Inc. in an amount of \$43,182.35 and no change to the contract times. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80800801-80100-00023 – AWTF Energy Recovery Improvements.

Mr. Enders asked for clarification why CRW would be required to write specifications for the low-pressure biogas blower skid outdoor enclosure knowing we would not be using it. Mr. Stewart stated the technical specifications were written to require multiple manufacturers to meet specifications in accordance with PENNVEST requirements. Mr. Enders stated he thought it was odd we would write a specification for something we knew we would not want. He does not have a problem voting and thanked Mr. Stewart for his explanation.

The Board unanimously approved Wastewater Item C.

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

D. Special Counsel Legal Services Agreement with McNees, Wallace & Nurick LLC

Motion: The Board authorizes the Chief Executive Officer to enter into an agreement for special counsel legal services with McNees Wallace & Nurick LLC for a one-year agreement in accordance with their proposal, dated April 18, 2024, to assist Capital Region Water with legal matters and negotiations relating to CRW's wholesale suburban partners. M/W/DBE Commitment: \$0.00 / 0.00%. Funding Source: Wastewater #80504541-54109 – Ww Other Professional Services/Fees.

The Board approved Wastewater Item D by a majority vote of three to one with Ms. Balaban voting nay.

The Chairperson requested clarification from Ms. Balaban. She stated she has no objection to the firm selected, just the procedure that ensued over the past months on getting to this conclusion. Mr. Kurowski stated that if this comment was on the record he wanted it documented that it is only because the motion for engagement of special legal counsel in May did not pass that the issue was brought back to the committee level for discussion. Mr. Kurowski stated as a matter of procedure, he was following proper protocol by bringing this issue back for recommendation by the Board.

IX. Public Comments - Non-Agenda Items (3 Minutes) None.

X. Board Member Comments

Ms. Balaban thanked CJ McDougald, Amy Borden, Chris Welsh and Rebecca Laufer who participated in the recent tour of the DeHart Dam and the Water Services Center facilities on July 23, 2024, along with City Councilman Lamont Jones and Assistant City Clerk, Jared Truesdale. Councilman Jones enjoyed the tour and noted it would be nice if more people took advantage of our DeHart Dam tours to see the pristine water source that is owned and operated by CRW for the customers of the City of Harrisburg.

Mr. Davidson agreed with Ms. Balaban's comments. He also stated he did not realize the DeHart Dam facility was named after a former City Councilman, William T. DeHart, who was involved in the process of moving the DeHart Dam project forward to completion. It is not

often that we see a physical representation of the investment of community members and leaders, so this is something we are very proud of for many generations to enjoy. We have a very pristine water source that is resistant to many other problems that other water systems run into. We are very thankful to our former community leaders.

He also reminded everyone to come out and support the vendors at the Broad Street Market.

Mr. Enders welcomed Colin Cash and thanked him for physically attending a CRW Board meeting. It is nice to have another engineer on our team. He stated that he hopes he will enjoy working here while we continue to ensure we have the best water, wastewater and stormwater systems for our community.

He thanked Rebecca Laufer and Tanya Dierolf for all the work they did to promote Stormwater Week. They were able to utilize random people who had no idea what stormwater infrastructure was, and it was nice to see them engaging random people and sharing their knowledge for community outreach. While CRW may not be able to engage everyone with our efforts, we continue to strive to make an impact within the community. Just as Mr. Davidson stated, who knew what impact Councilman DeHart would have on future generations when the DeHart Dam was built.


Mr. Kurowski echoed Messrs. Davidson and Enders' comments. He also noted that he is very interested to see the hydraulic modeling of the water distribution system that will be refined by Brown and Caldwell. He stated that he likes that board members can openly discuss and ask questions during the committee meetings prior to coming to the Board meetings so that questions and concerns can be addressed prior to taking formal action on the awarding of contracts, change orders, etc.

XI. Adjournment

A motion was made by Mr. Davidson, seconded by Mr. Enders, for the Board to adjourn the meeting at 7:17 p.m.

The motion was unanimously approved.

CAPITAL REGION WATER



Andrew M. Enders
Secretary