

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, JANUARY 09, 2013 5:30 PM

Present

Directors: John Gibson, Vice Chairman
Marion Rosselot, Secretary
Tom Fisher, Treasurer
Richard Boyd, Appointed Member

Engineer: Tom Thompson
Employee: William M. Brady, Superintendent
Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the December 12, 2012 meeting were reviewed. Motion by Mr. Fisher to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Regarding reorganization of the Board, Mr. Gibson opened the floor for nominations of Chairman. Motion by Mr. Fisher to nominate Mr. Gibson as Chairman, Seconded by Mrs. Rosselot, Mr. Gibson called three times for any additional nominations for Chairman. Being none, Mr. Gibson closed nominations, Motion carried by unanimous vote.

Mr. Gibson opened the floor for nominations of Vice Chairman. Motion by Mrs. Rosselot to nominate Mr. Shaw as Vice Chairman, Seconded by Mr. Boyd, Mr. Gibson called three times for any additional nominations for Vice Chairman. Being none, Mr. Gibson closed nominations, Motion carried by unanimous vote.

Mr. Gibson opened the floor for nominations of Treasurer. Motion by Mrs. Rosselot to nominate Mr. Fisher as Treasurer, Seconded by Mr. Boyd, Mr. Gibson called three times for any additional nominations for Treasurer. Being none, Mr. Gibson closed nominations, Motion carried by unanimous vote.

Mr. Gibson opened the floor for nominations of Secretary. Motion by Mr. Fisher to nominate Mrs. Rosselot as Secretary, Seconded by Mr. Boyd, Mr. Gibson called three times for any additional nominations for Secretary. Being none, Mr. Gibson closed nominations, Motion carried by unanimous vote.

Mr. Gibson opened the floor for nominations of Assistant Secretary/Treasurer. Motion by Mr. Fisher to nominate Mr. Boyd as Assistant Secretary/Treasurer, Seconded by Mrs. Rosselot. Mr. Gibson called three times for any additional nominations for Assistant Secretary/Treasurer. Being none, Mr. Gibson closed nominations, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Fisher as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,546,104.74 | \$397,749.39 | \$1,148,355.35 | \$250,000.00 | \$898,355.35 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Mr. Gibson called for visitors and or customers wanting to address the Board, there were none.

Mr. Thompson presented the monthly engineer's report. He presented the priority list showing the ongoing and completed projects. Mr. Thompson addressed the East Side Main Line Improvements Project, PennVEST has processed pay request #3 in the amount of \$152,668.40, S.E.T has submitted pay request #5 in the amount of \$60,715.90 and is recommended for approval of payment, Motion by Mr. Fisher to approve S.E.T pay request #5 in the amount of \$60,715.90, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. The Pennvest Requisition #4 has been prepared in the amount of \$71,764.71, Motion by Mr. Fisher to submit Pennvest Requisition #4 in the amount of \$71,764.71, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project final specifications are being prepared to submit to PADEP.

Mr. Brady presented the Superintendent's report, he reviewed revenues versus expenses for the month of December. Ongoing complaints have been addressed concerning the main line project. Mitch Properties has accepted to pay \$25,000.00 to purchase the easement on Williamson Road.

The property at 22 South Front Street which the Authority needs to acquire for the existing and proposed river crossing is being scheduled for a private tax sale, Motion by Mr. Boyd to allow the Chairman to sign and place a bid on the property, Seconded by Mr. Fisher, Motion carried by unanimous vote. Treatment chemical costs were up slightly for the year 2012 water consumption being average from past years. PADEP performed a NPDES inspection at the treatment plant with no violations noted.

Mr. Gibson, Mr. Thompson, Mr. Keck, Mr. Fisher and Mr. Brady reviewed the developer's agreement that Mr. Thompson supplied for the Greenlee Fredonia Road water main extension. Motion to submit the developer's agreement to Greenlee was made by Mr. Fisher, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Mr. Gibson reported for the record an executive session was held by the Board on December 26, 2012, 2 PM to discuss a personnel issue. Meeting adjourned to discuss a personnel issue. Mr. Gibson called the meeting back into regular session, Motion by Mrs. Rosselot to offer Mrs. Kerekes four weeks paid vacation which is to be paid in the month of February, extended health coverage through July 31, 2013 contingent upon her signing a release agreement and identifying her last employment date as November 30, 2012 also contingent of her signing the release agreement and is inclusive of a approved leave of absence from November 16, 2012 through November 30, 2012, Seconded by Mr. Fisher, Motion carried by unanimous vote. Motion by Mr. Fisher to appoint the Chairman to send the cover letter with agreement to Mrs. Kerekes, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Mr. Gibson proposed changing the "Superintendents" position, he recommended changing the personnel policy and procedures and to appoint a personnel committee to assist with the Superintendents duties concerning personnel issues. Mr. Gibson appointed Mrs. Rosselot and Mr. Boyd to be on the personnel committee.

Mr. Brady stated that the April Board meeting will be held on the 17th not the 10th due to scheduling conflicts.



Marion Rosselot
Secretary

Transcribed by: William M. Brady

Draft review by: Marion Rosselot

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, FEBRUARY 13, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Tom Fisher, Treasurer
Richard Boyd, Assistant Secretary/Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Guests: Gary Beatty

Meeting called to order by Mr. Gibson. Minutes of the January 9, 2013 meeting were reviewed. Mr. Gibson stated that Mr. Fisher's name be included for reviewing the Fredonia Road developers agreement in the second paragraph third page, apostrophes on Superintendent in the last paragraph third page and note that the April meeting was changed from the 10th to the 17th. Motion by Mr. Fisher to accept the minutes with minor adjustments, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Fisher as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,536,170.53 | \$421,512.13 | \$1,114,658.40 | \$250,000.00 | \$864,658.40 |

Mr. Shaw requested the Superintendents report include restricted funds as reported in the minutes. Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Gibson called for visitors and or customers wanting to address the Board, there were none.

Mr. Thompson presented the monthly engineer's report. He stated that other than the ongoing main line project no significant changes have been made to the priority list.

Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #6 in the amount of \$215,567.29 and is recommended for approval of payment with the project being 33% complete. Motion by Mr. Shaw to approve S.E.T pay request #6 in the amount of \$215,567.29, Seconded by Mr. Fisher, Motion carried by unanimous vote. PennVEST has processed pay request #4 in the amount of \$71,764.71, PennVEST Requisition #5 has been prepared in the amount of \$228,733.31, Motion by Mr. Rosselot to submit PennVEST Requisition #5 in the amount of \$228,733.31, Seconded by Mr. Boyd, after presentation of a project cost breakdown showing reimbursable and non reimbursable expenses, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project final specifications are near complete and should be submitted to PADEP in two weeks. Mr. Thompson presented the engineers 2012 annual/2013 operating budget report for review, questions and comments will be addressed throughout the following month with final approval at the March meeting.

Mr. Brady presented the Superintendent's report, he reviewed revenues versus expenses for the month of January. Mr. Keck is reviewing the Williamson Rd. easement termination agreement with Mitch properties. Notice was received from CX Energy that no bonus payments will be made to the Authority for leases within the Borough of Greenville. The ending 2012 financial audit is ongoing. Mr. Brady reported the finish pump variable frequency drive has failed and is obsolete. With the motors running on bypass at 100% the drive needs replaced immediately, quotes were received for a Yaskawa VFD for \$9,480.00, Allen Bradley VFD \$12,225.00 and Cutler Hammer pending. After discussion with the current modules in the SCADA system being Allen Bradley and by recommendation by Mr. Thompson, Motion by Mr. Fisher to purchase the Allen Bradley VFD for \$12,225.00, Seconded by Mr. Shaw, Motion carried by unanimous vote. Quotes are being obtained to raze the old Hadley Road building. 2012 bad debts were presented totaling \$2,263.46, Motion by Mr. Shaw to write off 2012 bad debts in the amount of \$2,263.46, Seconded by Mr. Fisher, Motion carried by unanimous vote. The current billing software provider for the Authority MasterTrak has merged with MuniLink, an upgrade is expected to include web customer access and bill pay. The Greenlee developer's agreement was discussed noting a couple changes and or additions, the Greenville Water Authority name change to The Municipal Authority of the Borough of Greenville, addition of middle initial to Rebecca H. Greenlee, the addition of (at the time of installation prior to the Authority accepting ownership) in section 21 page 7, the correction of a typo (matters to matters) in section 22 page 8 and the developer title from Name of Developer to Rebecca H. Greenlee and Irvin R. Greenlee Family Irrevocable Trust and the signature title to President/Business Manager. Motion by Mr. Shaw to approve the Greenlee Developers Agreement as amended, Seconded by Mr. Fisher, Motion carried by unanimous vote.

The financial auditors have stated a single audit will be required by PennVEST for the main line improvement project, Mr. Thompson is to contact PennVEST in order to confirm. With the timing as to when the single audit is performed, Motion to authorize a single audit be performed at a fee of \$4,000.00 subject to Mr. Thompsons confirmation, Seconded by Mr. Fisher, Motion carried by unanimous vote. Mr. Brady reported the part time distribution employee has quit leaving the crew shorthanded and will be looking for a replacement. Treatment chemical use and cost for January were average, customer consumption was down slightly for December/January.

Mr. Gibson announced the meeting adjourned with an executive session to be held to discuss Thiel College unbilled accounts, a personnel issue, real estate purchase and the regular meeting would reconvene.

Meeting reconvened at 8 PM, Motion by Mr. Shaw to have Mr. Keck send Thiel College a statement of monies due the Authority in regards to the Townhouse/Johnson Center and ball field accounts, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Motion by Mr. Shaw to have Attorney Mr. Quinn send Mrs. Kerekes a letter concerning her last day of employment, severance pay and health care, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Motion by Mr. Boyd to extend Mrs. Kerekes original agreement deadline from February 4, 2013 to February 11, 2013, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. On Motion of Mr. Shaw meeting adjourned 8:06 PM.



Marion Rosselot
Secretary

Transcribed by: William M. Brady
Draft review by: Marion Rosselot

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, MARCH 13, 2013 5:30 PM

Present

- Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Tom Fisher, Treasurer
Richard Boyd, Assistant Secretary/Treasurer
- Engineer: Tom Thompson, Senior Project Manager
- Employee: William M. Brady, Superintendent
- Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the February 9, 2013 meeting were reviewed. Motion by Mr. Fisher to accept the minutes as presented, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Fisher as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,590,245.17 | \$447,225.10 | \$1,143,020.07 | \$250,000.00 | \$893,020.07 |

Motion by Mr. Shaw to approve the Treasurers report, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Mr. Gibson called for visitors and or customers wanting to address the Board, there were none.

Mr. Thompson presented the monthly engineer's report. He stated that other than the ongoing main line project no significant changes have been made to the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #7 in the amount of \$363,226.16 and is recommended for approval of payment. Motion by Mr. Fisher to approve S.E.T pay request #7 in the amount of \$363,226.16, Seconded by Mr. Shaw, Motion carried by unanimous vote. PennVEST has processed pay request #5 in the amount of \$228,733.32, PennVEST Requisition #6 has been prepared in the amount of \$364,773.92, Motion by Mr. Fisher to submit PennVEST Requisition #6 in the amount of \$364,773.92, Seconded by Mr. Boyd, after presentation of a project cost breakdown showing reimbursable and non reimbursable expenses, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project permit application has been finalized and will be submitted to PADEP for approval. Mr. Thompson presented the engineers annual 2012 / 2013 report with recommended additions and or changes, Motion by

Mr. Boyd to approve as presented the 2012 / 2013 engineers annual report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Brady presented the Superintendent's report, he reviewed revenues versus expenses for the month of February. No update concerning Mr. Keck's review of the Williamson Rd. easement termination agreement with Mitch properties. A meeting was held with Muni Link, an online billing software company that merged with MasterTrac Inc., the Authority's current billing software company. After discussion as to if the Authority will upgrade issues to be addressed are the agreement contract, references, cyber insurance and customer terms and conditions for online registration. With multiple vehicles required for the inspection of the East Side Main Line Improvements Project, bids were received for the 2013 budgeted distribution 4X4 pickup truck, Godfrey Motors \$23,997.00 and Schiedemantle Motors \$28,383.50. After discussion Motion by Mr. Boyd to purchase the 4x4 F150 pickup truck from Godfrey Motors at a cost of \$23,997.00, Seconded by Mr. Shaw, Motion carried by unanimous vote. Quotes were received to demolish the Authority's old brick building on Hadley Road, TNT Construction \$10,700.00, SET Inc. \$6,000.00 and Mega Builders \$5,000.00 however Mega Builders quote did not include final prep and landscape work and was thrown out. Motion by Mr. Shaw to have SET demolish the Hadley Road building at a cost of \$6,000.00, Seconded by Mr. Boyd, Motion carried by unanimous vote.

The severance offer to Mrs. Kerekes was discussed, Motion by Mr. Boyd to extend the deadline from February 11, 2013 to February 18, 2013, Seconded by Mr. Shaw, Motion carried by unanimous vote.

For the good of the order Mr. Gibson discussed having another meeting with Thiel College to discuss the Townhouses water bill. Mr. Shaw asked if there was any update with the oil and gas lease, Mr. Gibson stated he had talked with CX Energy's attorneys and Halcon & Halcon have agreed to pay on the lease sometime in June or July. Mr. Gibson had contacted the financial auditor concerning management letter within the audit and will be working on completing the letter.

Meeting adjourned by Motion of Mr. Shaw, 7:29 pm.



Rick Boyd
Assistant Secretary/Treasurer

Transcribed by: William M. Brady
Draft review by: Rick Boyd

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, APRIL 17, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Marion Rosselot, Secretary
Richard Boyd, Assistant Secretary/Treasurer
Engineer: Tom Thompson, Senior Project Manager
Employee: William M. Brady, Superintendent
Press: Philip A. Rau, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the March 13, 2013 meeting were reviewed. Motion by Mrs. Rosselot to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,648,290.73 | \$423,054.08 | \$1,225,236.65 | \$250,000.00 | \$975,236.65 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Mr. Stillwaggon presented the years ending 2012 and 2011 financial audit. He commented that this audit includes a Management's Discussion and Analysis overview which Mr. Gibson had completed. After discussion the audit will be reviewed and acted on at the May meeting.

Mr. Thompson presented the monthly engineer's report. He stated that other than the ongoing main line project no significant changes have been made to the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #8 in the amount of \$410,970.47 and is recommended for approval of payment. Motion by Mrs. Rosselot to approve S.E.T pay request #8 in the amount of \$410,970.47, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST has processed pay request #6 in the amount of \$364,773.92, PennVEST Requisition #7 has been prepared in the amount of \$412,890.15, Motion by Mrs. Rosselot to submit PennVEST Requisition #7 in the amount of \$412,890.15, Seconded by Mr. Boyd, after presentation of a project cost breakdown showing reimbursable and non

reimbursable expenses, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project permit application has been submitted to PADEP for approval. Mr. Thompson presented a proposed College Avenue main line improvement that Thiel College will financially participate with in-kind services. After discussion Motion by Mrs. Rosselot that in order to settle the outstanding water/sewer bill of \$135,925.87, enter into a developers agreement with the following conditions, the agreement is to be acceptable by all Authority representatives, to include in-kind services with actual cash versus in-kind to be determined once bids are received from reliable contractors, the project area is to be on College Avenue from Alan Avenue to Packard Avenue, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Mr. Brady presented the superintendent's report, he reviewed revenues versus expenses for the month of March. The Williamson Road easement has been signed by Mr. Gibson and Mrs. Rosselot. The prior month a leak was repaired on North Second Street which reduced water output at the plant, this would explain the higher electric bills that were received. With the leak and the flushing for east side project unaccounted for water is 43%. Taco Bell has requested a water tap and calculating with the EDUs provided the fee would be \$94,000, the engineer's have been contacted for a more accurate EDU flow rate. After discussion it was confirmed that the Authority would stand by its tap fee policy regardless of the cost.

For the good of the order Mr. Gibson announced that since Mr. Fisher has resigned his position on the Board, the Authority currently has no Treasurer and would request a Motion be made to appoint a new Treasurer therefore opening the floor for nominations. Motion by Mrs. Rosselot to appoint Mr. Boyd as Treasurer, Seconded by Mr. Boyd, Mr. Gibson called a second time for nominations, being none the floor was closed for nominations, motion carried by unanimous vote. Mr. Boyd resigned his Assistant Treasures position which was accepted by Mr. Gibson.

Meeting adjourned by Motion of Mr. Boyd, 7:29 pm.



Marion Rosselot
Secretary

Transcribed by: William M. Brady
Draft review by: Marion Rosselot

May 8, 2013 Regular Board Meeting

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, MAY 8, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer, Assistant Secretary
Engineer: Tom Thompson, Senior Project Manager
Employee: William M. Brady, Superintendent
Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the April 17, 2013 meeting were reviewed. Motion by Mrs. Rosselot to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,676,030.22 | \$451,580.10 | \$1,224,450.12 | \$250,000.00 | \$974,450.12 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Regarding the years ending 2012 and 2011 financial audit Mr. Gibson explained minor changes within the Management's Discussion and Analysis overview. DBA was spelled out to read Doing Business As, year over year was dropped, expenses under first bullet was dropped, formatting on the columns and reference to table five was changed to table four. Motion by Mr. Boyd to accept the years ending 2012 and 2011 financial audit with minor changes, Seconded by Mrs. Rosselot, Mrs. Rosselot commended Mr. Gibson for the effort and the detailed accuracy of the overview of which he completed, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. He presented an updated priority list noting the completed items. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T. has submitted change order #2 which includes adjusted open cut costs for main line not able to be drilled due to rock. The costs for 8" is \$143.00 per LF and for 6" is \$138.00 per LF with no immediate total cost and is recommended for approval, Motion by Mrs. Rosselot to approve change order #2 as submitted by S.E.T.,

Seconded by Mr. Boyd, Motion carried by unanimous vote. S.E.T has submitted pay request #9 in the amount of \$409,129.53 and is recommended for approval of payment. Motion by Mrs. Rosselot to approve S.E.T pay request #9 in the amount of \$409,129.53, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST has processed pay request #7 in the amount of \$412,890.15, PennVEST Requisition #8 has been prepared in the amount of \$410,506.18, Motion by Mr. Boyd to submit PennVEST Requisition #8 in the amount of \$410,506.18, Seconded by Mrs. Rosselot, after presentation of a project cost breakdown showing reimbursable and non reimbursable expenses, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project permit application has been submitted to PADEP for approval.

Mr. Brady presented the superintendent's report, he reviewed revenues versus expenses for the month of April. The Williamson Road easement \$25,000.00 payment has been received, also the oil and gas lease \$428,402.74 payment has been received. New phone system quotes were received with Reeves Technology having low quote at \$2,770.00. Mowing quotes for the 2013 season were received with Mike McCormick having low quote at \$135.00 per event. In distribution one main line leak was repaired and the hydrant on Main Street was repaired with the exception of installing a riser. System flushing was completed with minimal disturbance. Winter street, curb and sidewalk repairs were made at a cost of \$11,383.96. Treatment chemical cost for April was \$4,659.00 and the year to date being \$18,494.00. Taco Bell has lowered the projected EDU flow for calculating their tap fee adjusting the fee to \$14,000.00 for the distribution and capacity parts.

Mr. Gibson reported the draft agreement for Thiel College is under review. Mr. Thompson reported the Fredonia Road water line extension is in design. Mr. Brady reported he is addressing liability issues within the Muni Link billing agreement.

For the good of the order Mr. Gibson announced that with additional funds on hand the Authority should look at either reducing debt and or not raising rates until the cash reserve is down. Also a "Distribution Capital Savings Plan" could be established to fund the next phase for distribution improvements. Mr. Brady explained three projects on the priority list that could be reviewed for completion, install a additional river crossing on the Shenango river, relocate the east booster station and main line replacement in areas of College Avenue. In addition areas of the treatment process could be upgraded along with security at the treatment plant and office. After discussion Mr. Brady will provide a spreadsheet for Junes meeting to include the water rate history, possible capital improvements and debt service reduction.

Mr. Gibson announced the meeting will adjourn to executive session in order to discuss a legal issue and the open meeting will reconvene, 6:45 pm.

May 8, 2013 Regular Board Meeting

Meeting reconvened, 6:55 pm. Motion by Mrs. Rosselot to authorize Mr. Brady to contact the Authority's Solicitor to proceed with legal action against Mr. Zawistowski and the Mapleleaf Apartments in order to secure unpaid tapping fees, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Meeting adjourned by Motion of Mr. Boyd, 6:58 pm.



Marion Rosselot
Secretary

Transcribed by: William M. Brady

Draft review by: Marion Rosselot

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, JUNE 12, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer, Assistant Secretary

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the May 8, 2013 meeting were reviewed. Motion by Mr. Boyd to accept the minutes as presented, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|----------------|
| \$2,134,852.34 | \$472,914.91 | \$1,661,937.43 | \$250,000.00 | \$1,411,937.43 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #10 in the amount of \$312,677.16 and is recommended for approval of payment. Motion by Mrs. Rosselot to approve S.E.T pay request #10 in the amount of \$312,677.16, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST Requisition #9 has been prepared in the amount of \$326,334.60, Motion by Mrs. Rosselot to submit PennVEST Requisition #9 in the amount of \$326,334.60, Seconded by Mr. Shaw, Motion carried by unanimous vote. Mr. Gibson asked being the project is approximately one half million dollars over the original bid if the project would exceed the loan amount from PennVEST. Mr. Thompson stated the remaining work is being calculated to project final costs and is comfortable that the project would be completed within budget.

The Hadley Road (250,000 gallon) tank repainting project permit application has been submitted to PADEP for approval.

Mr. Brady presented the superintendent's report, he reviewed revenues versus expenses for the month of May. Billing and consumption are below average for the month of May. Expenses are up do to paying liability insurance, purchasing a new truck and winter repairs to streets and sidewalks. The 2012 water quality report has been completed and is available on the Authority's web site. Distribution has been occupied with the inspection of the east side project. The turbidity has been high in the river resulting in additional chemical feed and cost. Treatment chemical cost for May was \$4,827.00 with the year to date being \$23,320.00. With excess funds on hand Mr. Brady presented a spreadsheet showing available cash, budgeted and non budgeted capital improvements on record and debt service. After discussion of whether to complete additional capital improvements or reduce debt service, Motion by Mrs. Rosselot to pay off the PennVEST East Side Tank loan, seconded by Mr. Shaw, Motion carried by unanimous vote. The balance of available funds will be used for proposed capital improvements.

A summary of a meeting held with Thiel College to present the water service settlement and developer's agreement was given. The Authority Solicitor has recommended a sewer fee agreement between the Water Authority, Sewer Authority and or the Borough for fees collected from Thiel College. Motion by Mrs. Rosselot to have the Solicitor proceed to develop the agreement settling sewer claims in the amount of \$35,000.00 contingent upon the approval of the Solicitor, Board and all other Authority representatives, Seconded by Mr. Boyd, Motion carried by unanimous vote. The gas and oil lease was revised to exclude the Authority's Greenville properties. Stillwaggon & McGill have performed the single audit for the PennVEST East Side Main Line Project however it has not been finalized as of yet.

Meeting adjourned by Motion of Mr. Shaw, 6:25 pm.



Marion Rosselot
Secretary

Transcribed by: William M. Brady
Draft review by: Marion Rosselot

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, JULY 10, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
 Don Shaw, Vice Chairman
 Marion Rosselot, Secretary
 Richard Boyd, Treasurer, Assistant Secretary

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the June 12, 2013 meeting were reviewed. Motion by Mr. Boyd to accept the minutes as presented, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|----------------|
| \$2,171,101.51 | \$497,544.67 | \$1,673,556.84 | \$250,000.00 | \$1,423,556.84 |

Motion by Mr. Shaw to approve the Treasurers report, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #11 in the amount of \$160,923.86 and is recommended for approval of payment. Motion by Mr. Shaw to approve S.E.T pay request #11 in the amount of \$160,923.86, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST Requisition #10 has been prepared in the amount of \$161,826.48, Motion by Mrs. Rosselot to submit PennVEST Requisition #10 in the amount of \$161,826.48, Seconded by Mr. Shaw, Motion carried by unanimous vote. PA DEP has made a onsite inspection of the project. A preliminary report of remaining quantities was presented and discussed. With the possibility of the project going over budget Mr. Thompson will contact PennVEST to start the process for additional funds. The Hadley Road (250,000 gallon) tank repainting project permit application has been submitted to PADEP for approval.

July 10, 2013 Regular Board Meeting

Mr. Brady presented the superintendent's report, he reviewed revenues versus expenses for the month of June. The East Side Tank PennVEST loan has been paid off in the amount of \$602,793.47. Billing and consumption are average for the month of June. Distribution has been occupied with the inspection of the east side project. Treatment chemical cost for June was \$5,691.00 with the year to date being \$29,012.00. Research on the new billing software is continuing. Meeting adjourned to executive session to discuss personnel issues, 6:18 pm.



Marion Rosselot
Secretary

Transcribed by: William M. Brady
Draft review by: Board

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, AUGUST 7, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer, Assistant Secretary
Linda Zuschlag, Board Member

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Guest: Dave Ferguson

Meeting called to order by Mr. Gibson. Minutes of the July 10, 2013 meeting were reviewed. Motion by Mr. Shaw to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|--------------|--------------|--------------|
| \$1,307,418.90 | \$518,043.44 | \$789,375.46 | \$250,000.00 | \$539,375.46 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Boyd resigned his position as Assistant Secretary with Mr. Gibson accepting his resignation. Mr. Shaw nominated Linda Zuschlag for Assistant Secretary/Treasurer, Seconded by Mrs. Rosselot. Motion carried by unanimous vote.

Mr. Gibson called for visitors and or customers wanting to address the Board, Mr. David Ferguson of 351 S. Main Street addressed the board with his questions and concerns with the East Side Main Line Project and S.E.T. Contractors. Mr. Ferguson is concerned with the speed and accuracy of repairs being made by S.E.T. His concerns that S.E.T. will not replace his sidewalks to pre project condition with reinforced wire support in each

sidewalk pad. Mr. Ferguson also stated concerns with yard work and repair issues with the fencing in his yard that was damaged from McCowien Underground.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #12 in the amount of \$213,034.51 and is recommended for approval of payment. Motion by Mrs. Rosselot to approve S.E.T pay request #12 in the amount of \$213,034.51, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST Requisition #11 has been prepared in the amount of \$214,772.85, Motion by Mr. Shaw to submit PennVEST Requisition #11 in the amount of \$214,772.85, Seconded by Mr. Boyd, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project permit application has been approved by PADEP.

Mr. Brady presented the superintendent's report; he reviewed revenues versus expenses for the month of July. Billing and consumption are average for the month of July. Distribution has been occupied with the inspection of the east side project. Mr. Brady reported on the 16" main water line break that occurred on June 18th, customers were notified through the Swift Reach program and local media regarding the "boil water advisory". Mr. Brady will be acquiring an up to date amount regarding a new river crossing of installing a new 12" main water line. Treatment chemical cost for June was \$6,075.59 with the year to date being \$35,086.48. The Authority will be updating their billing software changing to Muni-Link Billing, Mr. Brady is handling the Cyber Insurance application and will have an amount once application is complete.

Installation of the new water line at Thiel College from Alan Ave to Packard Ave was discussed. Mr. Gibson recommended that the Authority draft a document to Mr. Brown of Thiel College, including Mr. Brown's comments and revised comments from the Board regarding the installation of the new water lines. Motion by Mrs. Rosselot to draft document to Thiel College, Seconded by Mr. Shaw, Motion carried by unanimous vote..

Mr. Gibson recommended that the Chairman and Secretary be able to sign the Sewer Agreement through the Borough of Greenville. Motion by Mrs. Rosselot the Chairman and Secretary be able to sign the Sewer Agreement through the Borough of Greenville, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Meeting adjourned to executive session to discuss legal issues at 6:38 pm.



Marion Rosselot
Secretary

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, September 11, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer
Linda Zuschlag, Asst. Secretary/Asst. Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the August 7, 2013 meeting were reviewed. Motion by Mr. Boyd to accept the minutes as presented, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|--------------|--------------|--------------|
| \$1,663,589.22 | \$702,087.90 | \$961,501.32 | \$250,000.00 | \$711,501.32 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #13 in the amount of \$154,952.72 and is recommended for approval of payment. Motion by Mr. Shaw to approve S.E.T pay request #13 in the amount of \$154,952.72, Seconded by Mr. Boyd, Motion carried by unanimous vote. PennVEST Requisition #12 has been prepared in the amount of \$156,371.48, Motion by Mrs. Rosselot to submit PennVEST Requisition #12 in the amount of \$156,371.48, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote. The East Side Main Line Improvement Project began August 6, 2012 and S.E.T. submitted on August 30, 2013 a substantial completion for main water line installed. Mr. Thompson and Mr. Brady are working on a punch list for sidewalk issues, road repair, and yard repairs still needing to be

completed. Sidewalk repairs on S. Main Street and Shady Ave are to begin and are being replaced at the expense of S.E.T and the pipe manufacture Diamond Plastics Corporation. Diamond Plastics Corporation has extended the 1 year warranty on the pipe installed to a 5 year warranty; the warrant will cover any defective pipe and the cost to repair it. The Hadley Road (250,000 gallon) tank repainting project bid will be advertised within the next week.

Mr. Brady presented the superintendent's report; he reviewed revenues versus expenses for the month of August. Billing and consumption are average for the month of August. Distribution has been occupied with the inspection of the east side project. Treatment chemical cost for August was \$5,809.00 with the year to date being \$40,896.00. The Authority will be updating their billing software changing to Muni-Link Billing; Mr. Brady is handling the Cyber Insurance. The Cyber Insurance will carry a cost of approximately \$3,000.00 per year. Mr. Brady will be conducting a phone conference with the insurance company to discuss coverage at Bittel Insurance Specialist Office with Mr. Gibson attending.

Mr. Brady discussed health care reform, the current PPO policy for 2014 will have a 61% increase with the yearly premium being \$126,220.00. Mr. Brady also discussed optional PPO plans with defined contribution; Mr. Brady recommended that they do a split deductible with the employee paying one half the deductible and the Authority paying the remaining one half of the deductible after the employee's obligation has been met. Demolishing is set to begin mid September on the old booster station building located on Hadley Road. All inspections have been complete and all permits have been obtained. Mr. Brady is waiting for an updated installation cost for the river crossing project.

Mr. Gibson discussed the single audit; the single audit is completed by Stillwagon & McGill, LLC due to federal funds received from the Authority from PennVest. The single audit was complete for funding for the East Side Tank Project and the East Side Main Line Project. Stillwagon & McGill, LLC stated "during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses". Motioned by Mr. Shaw to approve the Financial Statement and Reports Conforming to the Single Audit Act Amendments of 1996 and OMB Circular A-133, Seconded by Mr. Boyd. Motion carried by unanimous vote.

The Board reviewed an owner complaint from Mr. Zawistowski regarding property that he owns as a rental. All documentation Mr. Zawistowski provided was reviewed and the Board agreed to continue with the Authority procedures. Mr. Gibson will notify Mr. Zawistowski personally with a phone call and also in writing.

Installation of the new water line at Thiel College from Alan Ave to Packard Ave was discussed. Mr. Gibson stated that Mr. Brown of Thiel College had received the document regarding the installation of the new water lines.

September 11, 2013 Regular Board Meeting

Meeting adjourned at 6:33 pm.



Marion Rosselot
Secretary

Transcribed by: Shannon McClimans
Draft review by: Board

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, October 9, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer
Linda Zuschlag, Asst. Secretary/Asst. Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the September 11, 2013 meeting were reviewed. Motion by Mrs. Zuschlag to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Treasurer’s report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,518,320.13 | \$336,709.85 | \$1,181,610.28 | \$250,000.00 | \$931,610.28 |

Motion by Mr. Shaw to approve the Treasurers report, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer’s report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project; S.E.T has submitted a Substantial Completion Certificate for acceptance and is recommended for approval. Motion by Mr. Shaw to approve the Substantial Completion Certificate, Seconded by Mr. Boyd, Motion carried by unanimous vote. S.E.T. has submitted pay request #14 in the amount of \$285,084.23 which includes lowering the 10% retained to a 5% retainer and is recommended for approval of payment. Motion by Mrs. Rosselot to approve S.E.T pay request #14 in the amount of \$285,084.23, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote. PennVEST Requisition #13 has been prepared in the amount of \$292,728.51, Motion by Mrs. Rosselot to

submit PennVEST Requisition #13 in the amount of \$292,728.51, Seconded by Mr. Shaw, Motion carried by unanimous vote. Hadley Road Tank Painting Bids were opened on October 8, 2013. D&M Painting Corporation was the only bid submitted at \$181,600.00. Mr. Thompson recommends rejecting the bid and rebidding the project at a later date. Motioned by Mr. Shaw to reject D&M Painting Corporation bid of \$181,600.00 for the Hadley Road Tank, Seconded by Mr. Boyd, Motion carried by unanimous vote. Mr. Thompson added that as a second part to the project the Authority can provide tank mixing to the tank. Mr. Thompson provided quotes for material only from Tideflex Technologies for \$28,263.00 and Solarbee for \$23,225.00.

Mr. Brady presented the superintendent's report; he reviewed revenues versus expenses for the month of September. Billing and consumption are average for the month of September. Distribution has been occupied with the inspection of the east side project. Treatment chemical cost for September was \$5,181.00 with the year to date being \$46,078.00. Mr. Brady will be closing the PennVEST East Tank Account through First National Bank and 3 separate accounts at PNC Bank due to inactivity, all funds will be transferred to the Revenue Account. Requisition 14-13 for the amount of \$5,518.25 was discussed, Capital Improvement disbursement for \$3,899.40 to L/B Water Service for new distribution meters and Touchreader II and \$1,618.85 to Daman Superior for a Chlorine Vacuum Regulator. The Authority will be updating their billing software changing to Muni-Link Billing; Mr. Brady and Mr. Gibson held a phone conference with Travelers Insurance regarding cyber insurance and will review documentation provided. Booster Station building located on Hadley Road has been demolished at the cost of \$6,000.00. Mr. Brady received an estimated installation cost for 12" PVC water line for the river crossing project for the amount of \$168,000.00. Fall main line flushing has been completed with minimal complaints.

Installation of the new water line at Thiel College from Alan Ave to Packard Ave was discussed. Mr. Gibson discussed the Development Agreement with Thiel College, Thiel College has reviewed the agreement and returned the agreement to the Authority with minor changes to paragraph one. Motion by Mrs. Zuschlag to approve sending revised agreement to Thiel College requesting signature if no changes and approving the Chairman and the Secretary to execute the agreement, Seconded by Mrs. Rosselot. Motion carried by unanimous vote.

The Board discussed retaining a new solicitor for the Authority. Warren Keck has advised the Board that he will be resigning as solicitor in 2014 once the Authority retaining a new solicitor. The Board agreed to send Request for Proposal Municipal Authority Solicitor Services for the Greenville Water Authority to four candidates for review.

Meeting adjourned at 6:29 pm.

October 9, 2013 Regular Board Meeting



Marion Rosselot
Secretary

Transcribed by: Shannon McClimans
Draft review by: Board

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, November 13, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
Don Shaw, Vice Chairman
Marion Rosselot, Secretary
Richard Boyd, Treasurer
Linda Zuschlag, Asst. Secretary/Asst. Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the October 9, 2013 meeting were reviewed. Motion by Mr. Shaw to accept the minutes as presented, Seconded by Mr. Boyd, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|--------------|
| \$1,547,202.36 | \$351,097.74 | \$1,196,104.62 | \$250,000.00 | \$946,104.62 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project; S.E.T has submitted pay estimate #15 in the amount of \$209,513.55 for acceptance and is recommended for approval. Motion by Mrs. Zuschlag to approve S.E.T pay request #15 in the amount of \$209,513.55, Seconded by Mr. Shaw, Motion carried by unanimous vote. PennVEST Requisition #14 has been prepared in the amount of \$211,740.85, Motion by Mr. Shaw to submit PennVEST Requisition #14 in the amount of \$211,740.85, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Hadley Road Tank Painting Project was discussed; Mr. Thompson recommended putting the bid out in December with bid deadline being in January. Mr. Thompson added that as a second part to the project the Authority can provide tank mixing to the tank. Mr. Thompson

discussed the pros and cons from Tideflex Technologies and Solarbee on the tank mixing. The Board agreed to add a separate line item to the Hadley Road Tank Painting Project for bids on the tank mixing.

Mr. Brady presented the superintendent's report; he reviewed revenues versus expenses for the month of October. Billing and consumption are average for the month of October. Distribution has been occupied with mapping and updating measurements with the east side project. Distribution staff repaired two water main breaks, 8" main water line on Packard Ave. and an 8" main water line on Fredonia Road. Treatment chemical cost for October was \$4,915.00 with the year to date being \$50,992.00. The filter plant had a DEP Inspection on the MPDS River Discharge for Compliance, no violation were noted.

Mr. Brady has closed the PennVEST East Tank Account through First National Bank and 3 separate accounts at PNC Bank due to inactivity, all funds have been transferred to the Revenue Account. Requisition 15-13 and 16-13 for the amounts of \$9,520.90 was discussed, Capital Improvement disbursement for \$5,441.16 to L/B Water Service for new distribution meters and a hydrant meter, \$945.49 to Gannett Fleming, Inc. for Hadley Road Tank Painting and \$3,134.25 for Pipe Cutter for Distribution. Mr. Brady reviewed YTD Receipts at \$1,836,234.81 with Actual Billed at 1,380,835.00 and Billed Budget at \$1,356,576.70. Mr. Brady reviewed YTD Expenses at \$791,664.26 and YTD Budget at \$753,370.70, after reviewing the Financial Statement for non-operating revenue of \$31,271.84 and different categories for distribution which include labor and material expense brings the YTD Expenses close to budget. The property purchased at 22 S. Front St. has been surveyed by Sorg Surveying, Mr. Brady will obtain demolition permit to have the building removed.

Mr. Brady presented Gannett Fleming's 2014 Annual Consultant Services with no increase from the previous year. Motion by Mr. Shaw to obtain Gannett Fleming's 2014 Annual Consultant Engineering Firm at the proposed \$5,000.00 annual fee, Seconded by Mr. Boyd, Motion carried by unanimous vote. Mr. Brady presented the 2014 Draft Budget for the Board to review.

Installation of the new water line at Thiel College from Alan Ave to Packard Ave was discussed. Mr. Gibson has received the sign agreement from Thiel College.

The Board discussed retaining a new solicitor for the Authority. Mr. Brady sent a Request for Proposal Municipal Authority Solicitor Services for the Greenville Water Authority to four candidates for review. Mr. Brady received 3 proposals and attached a spreadsheet for the Board to review. Mr. Gibson proposed that the new solicitor review the Muni-Link Billing Software Agreement and the Cyber Insurance Agreement that will go into effect in 2014.

Meeting adjourned at 7:05 pm.

November 13, 2013 Regular Board Meeting

Marion Rosselot
Secretary

Transcribed by: Shannon McClimans
Draft review by: Board

GREENVILLE WATER AUTHORITY
REGULAR MEETING OF THE
BOARD OF DIRECTORS
WEDNESDAY, DECEMBER 11, 2013 5:30 PM

Present

Directors: John Gibson, Chairman
 Don Shaw, Vice Chairman
 Marion Rosselot, Secretary
 Richard Boyd, Treasurer
 Linda Zuschlag, Asst. Secretary/Asst. Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Meeting called to order by Mr. Gibson. Minutes of the November 13, 2013 meeting were reviewed. Motion by Mr. Boyd to accept the minutes as presented, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Boyd as follows:

| Balance Ending | Restricted | Unrestricted | Committed | Available |
|----------------|--------------|----------------|--------------|----------------|
| \$1,628,485.66 | \$376,123.92 | \$1,252,361.74 | \$250,000.00 | \$1,002,361.74 |

Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. No significant updates to report concerning the priority list. Mr. Thompson addressed the East Side Main Line Improvements Project; no pay estimates or pay requisition has been submitted this month. Mr. Thompson submitted a Change Order #3 for the amount of \$90,884.96; Mr. Thompson recommended approving Change Order #3 to free up available money through PennVest. Motion by Mr. Shaw to approve Change Order #3, Seconded by Richard Boyd, Motion carried by unanimous vote. Mr. Thompson submitted a draft for Change Order #4 and a draft for Change Order #5 for the board to review. Mr. Thompson also submitted for review all S.E.T. invoices to date, showing all requisitions submitted and \$125,000.00 still being held has a retainer. Mr. Shaw questioned the ADA Ramps,

December 11, 2013 Regular Board Meeting

Mr. Thompson stated that there are still six that need completed. At this time S.E.T. had all proper permits from PennDot and is waiting at this time due to the weather.

Mr. Brady presented the superintendent's report; he reviewed revenues versus expenses for the month of November. Billing and consumption are average for the month of November. Distribution has been occupied winterizing fire hydrants throughout the system. Fredonia Road Project has started with Distribution staff inspecting the installation of the main water line. Treatment chemical cost for November was \$4,645.00 with the year to date being \$55,637.00. Mr. Brady reviewed YTD Receipts at \$1,996,284.95 with Actual Billed at 1,495,502.07 and Billed Budget at \$1,492,234.37. Mr. Brady reviewed YTD Expenses at \$855,243.84 and YTD Budget at \$828,707.77.

Mr. Brady submitted the Draft 2014 Budget. Mr. Brady recommended that the board adopt the 2014 Budget that includes a 10% water rate increase and also includes the public fire protection fees for Greenville and Hempfield Township. Motion by Don Shaw to accept the 2014 Budget as presented, Seconded by Richard Boyd, Motion carried by unanimous vote. Mr. Brady reviewed the public fire protection for Greenville and Hempfield Township. Fire protection is billed based on the 10% rate increase, the measurement of main water lines, and number of fire hydrants. Greenville has acquired 13 additional hydrants and Hempfield Township has acquired 5 additional hydrants since 2011. Motion by Linda Zuschlag to approve the Public Fire Protection Agreement for Greenville and Hempfield Township allowing the Board Chairman and Secretary to execute the agreement, Seconded by Marion Rosselot, Motion carried by unanimous vote.

The Board discussed retaining a new solicitor for the Authority. Mr. Brady sent a Request for Proposal Municipal Authority Solicitor Services for the Greenville Water Authority to four candidates for review. Mr. Brady received all proposals from the following; William J. Madden, Charles Mansell, Brett Stedman, and Matthew D. Racunas. After discussion the Board narrowed their candidates to Brett Stedman and Matthew D. Racunas. The Board will review their proposals and fee's.

Meeting adjourned at 6:38 pm.



Marion Rosselot
Secretary

Transcribed by: Shannon McClimans
Draft review by: Board