

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday, January 13, 2016 5:30 PM**

Present

Directors:	Donald Shaw, Chairman	Absent-Excused
	Marion Rosselot, Vice Chairman	Present
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Alfred Peden, Asst. Secretary/Treasurer	Absent-Excused
Engineer:	Tom Thompson, Senior Project Manager	
Employees:	Carol Paul, Authority Manager	
Press:	Molly VanWoert, Record Argus	
Visitors:	Ervin Byler	

Meeting called to order by Mrs. Rosselot. Minutes of the December 09, 2015 meeting were reviewed. Motion by Mr. Miller to accept the minutes with approved changes, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

Reorganization of the board was conducted. Mrs. Paul called for nominations for Chairman. Motion by Mrs. Rosselot to nominate Mr. Shaw as Chairman, Seconded by Mr. Miller. Mrs. Paul called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Paul called for nominations for Vice Chairman. Motion by Mrs. Zuschlag to nominate Mrs. Rosselot as Vice Chairman, Seconded by Mr. Miller. Mrs. Paul called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Paul called for nominations for Secretary. Motion by Mr. Miller to nominate Mrs. Zuschlag as Secretary, Seconded by Mrs. Rosselot. Mrs. Paul called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Paul called for nomination for Treasurer. Motion by Mrs. Rosselot to nominate Mr. Miller as Treasurer, Seconded by Mrs. Zuschlag. Mrs. Paul called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Paul called for nomination for Assistant Secretary-Treasurer. Motion by Mr. Miller to nominate Mr. Peden as Assistant Secretary-Treasurer, Seconded by Mrs. Rosselot. Mrs. Paul called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,722,485.81	\$386,373.50	\$1,336,112.31	\$930,323.79	\$405,788.52

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

Mr. Ervin Byler addressed the Board with interest in timber located at the east tank property owned by the Authority. Mr. Byler will mark the lumber that he is interested in harvesting. Mrs. Paul will contact a forester to have the timber evaluated for a fair market price.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the Thiel College Water Line Extension Project; which is in the final stage of completion. Mr. Thompson addressed the River Crossing Project; this project is ready to go out to bid. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; all permits have been received however, this project will be put on hold until the weather is more favorable. Mr. Thompson addressed the system mapping which is in the process of being finalized; as-builts have been received from the Thiel College Water Line Extension Project and Brackin Alley Waterline Project. Mr. Thompson will have updated maps for distribution staff to review. Mr. Thompson presented the Draft 2015 Water System Annual Report and 2016 Operating Budget for the Boards review.

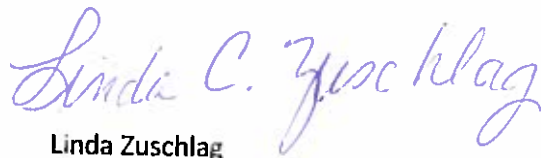
Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of December. Chemical cost and chemical usage were reviewed.

Mrs. Paul submitted the 2015 Customer Bad Debt in the amount of \$428.41 for the board approval. Motion by Mrs. Zuschlag to approve writing off of bad debt in the amount of \$428.41, Seconded by Mr. Miller, Motion carried by unanimous vote.

Mrs. Paul presented Pay Request #4 to the Greenville Borough for work completed by R&B Contracting for Brackin Alley in the amount of \$12,806.59. Motion by Mr. Miller to accept Pay Request #4 to the Greenville Borough, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

January 13, 2016 Regular Board Meeting

Meeting adjourned at 6:50 pm.



Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday, February 10, 2016 5:30 PM

Present

Directors: Donald Shaw, Chairman Present  
Marion Rosselot, Vice Chairman Absent-Excused  
Linda Zuschlag, Secretary Present  
Richard Miller, Treasurer Present  
Alfred Peden, Asst. Secretary/Treasurer Absent-Excused

Engineer: Tom Thompson, Senior Project Manager

Employees: Carol Paul, Authority Manager

Press: Molly VanWoert, Record Argus

Visitors: Coy Price  
Joel McDowell

Meeting called to order by Mr. Shaw. Minutes of the January 13, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,750,329.37	\$409,964.74	\$1,340,364.63	\$724,000.00	\$616,364.63

Motion by Mrs. Zuschlag to approve the Treasurers report, Seconded by Mr. Miller, Motion carried by unanimous vote.

Mr. Coy Price and Mr. Joel McDowell with Cobblestone Hotel Group presented to the Board their interest is purchasing 1.27 acres of land owned by the Authority. After discussion, Mrs. Paul will gather more information to present to the Board.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the Thiel College Water Line Extension Project; which is in the final stage of completion. Mr. Thompson addressed the River Crossing Project; bids will be accepted until March 2, 2016. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; all permits have been received however, this project will be put on hold until the weather is more favorable. Mr. Thompson addressed the

system mapping which is now complete. Mr. Thompson presented the 2015 Water System Annual Report and 2016 Operating Budget to the Board. Motion by Mr. Miller to accept the 2015 Water System Annual Report and 2016 Operating Budget as presented, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of January. Chemical cost and chemical usage were reviewed.

Mr. Paul presented a proposed electrical agreement with Guttman Energy. The proposed agreement offers a lower locked in utility rate for 30 months. Motion by Mr. Miller to accept electrical agreement with Guttman Energy, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

Mrs. Paul represented Erwin Byler's request to manage the trees on the east tank property. Mrs. Paul will get an appraisal on the trees to present at March's meeting.

Meeting adjourned at 7:15 pm.

Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans  
Draft review by: Board

*Marion Raschke*  
*March 9, 2016*

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday, March 9, 2016 5:30 PM**

Present

Directors: Donald Shaw, Chairman Present  
Marion Rosselot, Vice Chairman Present  
Linda Zuschlag, Secretary Absent-Excused  
Richard Miller, Treasurer Present  
Alfred Peden, Asst. Secretary/Treasurer Present

Engineer: Tom Thompson, Senior Project Manager

Employees: Carol Paul, Authority Manager  
Jeff Staul, Plant Foreman

Press: Molly VanWoert, Record Argus

Visitors: Coy Price

Meeting called to order by Mr. Shaw. Minutes of the February 10, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Peden, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,789,082.61	\$433,558.92	\$1,355,523.69	\$724,000.00	\$631,523.69

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

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the Thiel College Water Line Extension Project; which is finalized. The Board discussed the difference between the original bid and the actual cost of the project, Mr. Thompson identified much of the additional cost was additional water line installed at the Authority's request. Final payment request will be submitted within the next few weeks. Mr. Thompson addressed the River Crossing Project; bid opening was on March 2, 2016, with 5 bids being received. Gannett Fleming reviewed references and recommends awarding the lowest bid of \$187,950.00 submitted by C&R Directional Boring. Motion by Mr. Miller to award C&R Directional Boring with a bid of \$187,950.00 for the River Crossing Project, Seconded by Mr. Peden, Motion carried by unanimous vote. Mr. Thompson addressed the West Tank Pipe Gallery and Tank

March 9, 2016 Regular Board Meeting

Mixing Project; all permits have been received however, this project will be put on hold until the weather is more favorable. Mr. Thompson addressed the system mapping which is now complete. Mr. Thompson addressed future projects; Gannett Fleming is compiling a list of potential project to PennVest for possible funding.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of February. Chemical cost and chemical usage were reviewed.

Property appraisal for a parcel owned by the Authority located on Hadley Road has been completed, at the time of sale a subdivision of the property will need to be done. The Cobblestone Hotel Group is interested in purchasing the property. The Authority will need to run a legal notice for the sale of the property. Motion by Mr. Miller to run legal notice for property sale on Hadley Road, Seconded by Mr. Peden, Motion carried by unanimous vote. Mr. Price questioned the removal of a fire hydrant located on the property; Mrs. Paul will look into the reason that the hydrant was removed and the feasibility of replacing the hydrant.

Adjourned to Executive Session at 6:55 pm.

Executive Session adjourned at 7:10 pm.

Meeting adjourned at 7:10 pm.



Marion Rosselot  
Vice Chairman

Transcribed by: Shannon McClimans

Draft review by: Board

GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday, April 13, 2016 5:30 PM

Present

Directors:	Donald Shaw, Chairman	Present
	Marion Rosselot, Vice Chairman	Present
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Alfred Peden, Asst. Secretary/Treasurer	Present
Engineer:	Tom Thompson, Senior Project Manager	
Employees:	Carol Paul, Authority Manager	
	Jeff Staul, Plant Foreman	
Auditor:	Amanda Landon, Sillwaggon & McGill	
Press:	Molly VanWoert, Record Argus	
Visitors:	Gary Beatty, Beatty Rentals	

Meeting called to order by Mr. Shaw. Minutes of the March 9, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes with approved changes, Seconded by Mr. Peden, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,806,130.96	\$422,860.19	\$1,383,270.77	\$722,591.74	\$660,679.03

Motion by Mrs. Rosselot to approve the Treasurer's report, Seconded by Mr. Peden, Motion carried by unanimous vote.

Mr. Beatty addressed the Board regarding the Authority's backflow regulations; Mrs. Paul will mail information to him.

Jeff Staul, Plant Foreman, was given the "Water Operator of the Year" award on March 31, 2016 at the Pennsylvania Rural Water Association awards dinner. The Board presented Mr. Staul with a plaque for his achievement. It was also announced that Mr. Staul was reappointed as a member of the Certification Program Advisory Committee through Pennsylvania DEP.



Amanda Landon, auditor with Stillwaggon & McGill presented the 2015 Draft Audit to the Board for review.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the Thiel College Water Line Extension Project; which is finalized. Thiel College has submitted payment request for \$150,597.37 for the Water Line Extension Project. Motion by Mr. Miller to pay Thiel College \$150,597.37 for the Water Line Extension Project, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Discussion on paying the Borough of Greenville \$35,000.00 for sewer compensation relating to the Water Line Extension Project. Motion by Mrs. Rosselot to pay the Borough of Greenville \$35,000.00 for sewer compensation relating to the Water Line Extension Project, Seconded by Mr. Miller, Motion carried by unanimous vote. Mr. Thompson addressed the River Crossing Project; easements for this project still need to be completed. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; all permits have been received. Mr. Thompson addressed the system mapping which is now complete. Mr. Thompson addressed future projects; Gannett Fleming has compiled a list of potential projects for possible PennVest funding. A consultation meeting has been scheduled for April 14, 2016 with PennVest and DEP to discuss possible funding. The Board discussed Resolution 01-16, resolution to apply for PennVest funding. Motion by Mr. Miller to approve Resolution 01-16, Resolution to Apply, Seconded by Mr. Peden, Motion carried by unanimous vote.

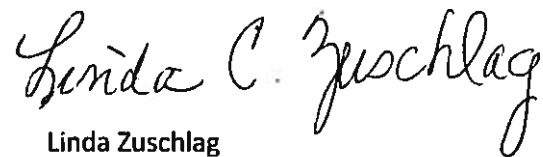
Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of March. Chemical costs and chemical usage were reviewed. The distribution staff repaired a 6" water main leak on S. Mercer Street. Mrs. Paul reviewed additional billable accounts that have been brought to the Authority's attention through address changes from the Greenville Fire Department and the Borough of Greenville; all accounts have been corrected for proper billing.

Mrs. Paul presented quotes from Bittel & Co. and Anderson Insurance Company for Liability Insurance Coverage. Motion by Mr. Peden to accept quote from Bittel & Co. for Liability Insurance Coverage, Seconded by Mr. Miller, Motion carried by unanimous vote.

The Hadley Road property sale was discussed. The Board discussed and motioned at the March 9, 2016 meeting to run a legal notice for the sale of property on Hadley Road. At this time the Board has decided not to advertise the property for sale. Motion by Mrs. Rosselot to not run the legal notice for property sale on Hadley Road, Seconded by Mr. Peden, Motion carried by unanimous vote.

April 13, 2016 Regular Board Meeting

Meeting adjourned at 7:04 pm.

A handwritten signature in black ink that reads "Linda C. Zuschlag". The signature is written in a cursive style with a large, prominent 'L' and 'Z'.

Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday, May 11, 2016 5:30 PM

Present

Directors:	Donald Shaw, Chairman	Present-Phone
	Marion Rosselot, Vice Chairman	Absent-Excused
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Alfred Peden, Asst. Secretary/Treasurer	Present
Engineer:	Tom Thompson, Senior Project Manager	
Employees:	Carol Paul, Authority Manager	
Press:	Molly VanWoert, Record Argus	

Meeting called to order by Mr. Shaw. Minutes of the April 13, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Peden, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,671,660.00	\$446,455.25	\$1,225,204.75	\$536,994.37	\$688,210.38

Motion by Mrs. Zuschlag to approve the Treasurer's report, Seconded by Mr. Peden, Motion carried by unanimous vote.

The Board reviewed the annual financial audit from Stillwaggon & McGill. The financial statements present fairly, and in all material respects the financial position of the Authority as of December 31, 2015 and 2014. Motion by Mr. Miller to approve the December 31, 2015 and 2014 Financial Audit has presented, Seconded by Mr. Peden, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; a preconstruction meeting with the contractor is scheduled for June 1<sup>st</sup> at 10 A.M. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received. Mr. Thompson addressed future projects; the PennVEST application has been submitted, PennVEST Board meeting is scheduled for July 20, 2016.

May 11, 2016 Regular Board Meeting

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of April. Chemical costs and chemical usage were reviewed. Spring hydrant flushing will begin on Monday, May 16, 2016.

Mrs. Paul presented information for replacing the roof at the Authority Office. Several estimates were presented using different materials. Motion by Mrs. Zuschlag to run the legal notice for bids on the roof replacement at the Authority Office with a PVC membrane as a first choice, Seconded by Mr. Miller, Motion carried by unanimous vote.

Mrs. Paul presented the timber appraisal done on Hadley Road by Shaffer Forestry Services. Motion by Mr. Miller to give the Authority Manager Carol Paul the discretion to negotiate a contract with Shaffer Forestry Service, Seconded by Mr. Peden, Motion carried by unanimous vote. A legal notice for the bids for the sale of the timber will run once the Board has had time to review the contract and no objections are made.

Adjourned to Executive Session at 6:45 pm.

Executive Session adjourned at 7:15 pm.

Following adjournment from an Executive Session, the Board took the following action for reason included in the motion.

The Authority's Directors desire to compensate employees to match the level of their duties whenever possible. Each action taken to comply with this objective is done at independence of each other and shall not be precedent setting. At all times the Board reserves its right to amend the Personnel Policy.

The Distribution Foreman, will be absent from work for a lengthy period of time. In the matter of performance of the Distribution Foreman's duties, the Authority Manager shall determine if duties should be reassigned to several other employees and therefore, not unduly create an imposition on any single employee. However, if multiple reassignments are not practical, the Authority Manager may make a temporary appointment to one individual employee and compensate that employee at the same pay level as the employee who regularly performs the work.

In this case, Mrs. Paul reported that supervisory duties have been re-assigned to another employee. This motion made by Mr. Miller, Seconded by Mr. Peden and carried by unanimous vote authorizes Mrs. Paul to evaluate the current situation dealing with the Distribution Foreman's absence, to make temporary pay adjustment where necessary and to consider similar permanent changes when such formal personnel policies are reviewed.

May 11, 2016 Regular Board Meeting

Meeting adjourned at 7:25 pm.

A handwritten signature in black ink that reads "Linda C. Zuschlag". The signature is written in a cursive style with a large initial 'L' and a distinct 'C'.

Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday June 08, 2016 5:30 PM**

Present

Directors: Donald Shaw, Chairman Present  
Marion Rosselot, Vice Chairman Present  
Linda Zuschlag, Secretary Present  
Richard Miller, Treasurer Present  
Alfred Peden, Asst. Secretary/Treasurer Absent

Engineer: Tom Thompson, Senior Project Manager, Gannett Fleming

Employees: Carol Paul, Authority Manager

Press: Molly VanWoert, Record Argus

Meeting called to order by Mr. Shaw. Minutes of the May 11, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mrs. Rosselot, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,691,849.82	\$470,051.08	\$1,221,798.74	\$532,428.23	\$689,370.51

Motion by Mrs. Rosselot to approve the Treasurer's report, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; C&R Directional Boring, LLC is scheduled to begin work the week of June 13<sup>th</sup>. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; roof replacement bids are due by 2 P.M. on June 30, 2016. Mr. Thompson addressed future projects; the PennVEST application has been submitted, PennVEST Board meeting is scheduled for July 20, 2016.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of May. Chemical costs and chemical usage were reviewed. Mrs. Paul presented changing the July Board Meeting from

June 8, 2016 Regular Board Meeting

the 13<sup>th</sup> to the 20<sup>th</sup> due to vacation scheduling conflicts. Motion by Mrs. Rosselot to change the July Board Meeting date to the 20<sup>th</sup>, Seconded by Mr. Miller, Motion carried by unanimous vote.

Adjourned to Executive Session at 6:30 pm.

Executive Session adjourned at 7:05 pm.

Meeting adjourned at 7:15 pm.

A handwritten signature in black ink that reads "Linda C. Zuschlag". The signature is written in a cursive, flowing style.

Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday July 20, 2016 5:30 PM**

Present

Directors:	Donald Shaw, Chairman	Present
	Marion Rosselot, Vice Chairman	Absent - Excused
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Alfred Peden, Asst. Secretary/Treasurer	Present
Engineer:	Tom Thompson, Senior Project Manager, Gannett Fleming	
Employees:	Carol Paul, Authority Manager	
Press:	Molly VanWoert, Record Argus	

Meeting called to order by Mr. Shaw. Minutes of the June 08, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Peden, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,721,575.77	\$493,648.20	\$1,227,927.57	\$532,428.23	\$695,499.34

Motion by Mr. Miller to approve the Treasurer's report, Seconded by Mr. Peden, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; C&R Directional Boring, LLC began work the week of June 13<sup>th</sup> at this time the main line has been installed. C&R Directional Boring has submitted pay request #1 for the amount of \$212,013.40 for work completed through July 14<sup>th</sup> for acceptance and is recommended for approval. Motion by Mrs. Zuschlag to approve C&R Directional Boring pay request #1 in the amount of \$212,013.40, Seconded by Mr. Miller. Motion carried by unanimous vote. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received, at this time this project will be placed on hold. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; roof replacement bids were opened at 1 P.M. on July 19, 2016. The Base Bid consists of replacing only the existing roof membrane since the built-up roof contains asbestos. The Alternate Bid calls for the built-up roof and membrane to be replaced. Mr. Thompson's recommendation is to proceed with the



Alternate Bid and award the contract to C.E. Davis Contracting with the lowest bid of \$69,000.00. Motion by Mrs. Zuschlag to award the Roof Replacement Project to C.E. Davis Contracting, Seconded by Mr. Peden. Motion carried by unanimous vote. Mr. Thompson addressed the PennVEST application which has been submitted. The PennVEST Board meeting was held on July 20, 2016 with the Authority being awarded \$2.401 million in a loan and \$1.443 million in a grant. Mrs. Paul will review the options for the loan and grant offer and present them at the next board meeting.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of June. Chemical costs and chemical usage were reviewed. Mrs. Paul presented that a new heat pump had been installed in the office at the treatment plant and that a new chemical feed pump will be in use soon to control the PAC feed.

Mrs. Paul advised the Board she will attending the "Water Works Operators of PA" annual meeting in State College. Mrs. Paul has been nominated as the Western District Director.

Adjourned to Executive Session at 6:30 pm.

Executive Session adjourned at 7:10 pm.

Meeting adjourned at 7:11 pm.

  
Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday August 10, 2016 5:30 PM**

Present

Directors: Marion Rosselot, Vice Chairman Present  
Linda Zuschlag, Secretary Present  
Richard Miller, Treasurer Present  
Alfred Peden, Asst. Secretary/Treasurer Present

Engineer: Tom Thompson, Senior Project Manager, Gannett Fleming

Employees: Carol Paul, Authority Manager  
Jeff Staul, Treatment Plant Foreman

Visitors: Kerry Fraas, Racunas Law Group

Press: Molly VanWoert, Record Argus

Meeting called to order by Mrs. Rosselot in absence of Mr. Shaw who resigned at the July 20<sup>th</sup> meeting. The Board is expected to reorganize at the September meeting. Minutes of the July 20, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Peden, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,547,335.31	\$517,245.96	\$1,030,089.35	\$315,476.49	\$714,612.86

Motion by Mr. Miller to approve the Treasurer's report, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; C&R Directional Boring, LLC is continuing work on restorations. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received, at this time this project will be placed on hold. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; C.E. Davis Contracting was awarded the project, at this time the Authority is waiting for the signed agreement, bonds, and insurance certificates. Mr. Thompson addressed the PennVEST application which has been submitted. The PennVEST Board meeting was held on July 20, 2016 with the Authority being awarded \$2.401 million in a loan for 20 years with a 1% interest

rate and \$1.443 million in a grant. Motion by Mrs. Zuschlag to approve the PennVEST Board offer of a loan for \$2.401 million and a grant for \$1.443 million, Seconded by Mr. Miller, Motion carried by unanimous vote. Mr. Thompson presented information on a CFA Grant. The Commonwealth Financing Authority has a new funding program for small water systems which have a total project cost of not less than \$30,000 and not exceeding \$500,000 and involve construction, improvements, expansion, repair and rehabilitation of a water system. Applications will be accepted until October 31, 2016. Motioned by Mrs. Zuschlag to apply for the CFA Grant, Seconded by Mr. Miller, Motion carried by unanimous vote.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of July. Chemical costs and chemical usage were reviewed. Mrs. Paul reported that the SCADA System at the water treatment plant experienced hardware failure. The plant was operated manually, around the clock, from July 23<sup>rd</sup> to July 26<sup>th</sup> until parts were received and repairs were made. The high service VFD also experienced a failure and was ran in bypass mode until repairs were made on July 27<sup>th</sup>. Both of these failures were caused by a combination of antiquated equipment and high operating temperatures. Mrs. Paul reported that there were also five main line water breaks during this period.

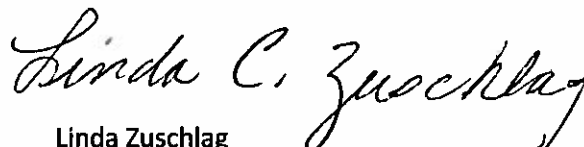
Mrs. Paul reported on the Hadley Road Timber sale, Matt Shaffer of Shaffer Forestry Services has marked all trees, is working on a prospectus and is scheduling a bid opening prior to the next board meeting.

Adjourned to Executive Session at 6:23 pm.

Executive Session adjourned at 6:50 pm.

During Executive Session, Mrs. Paul recommended to the Board that the employees who worked and were called into work during the SCADA failure and main line water breaks be acknowledged for going above and beyond their job requirements to keep the water system running and supplying safe water to our customers. Motioned by Mrs. Zuschlag for the Board to send letters to the employees acknowledging their hard work, Seconded by Mr. Miller, Motion carried by unanimous vote.

Meeting adjourned at 7:00 pm.

  
Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans  
Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday September 14, 2016 5:30 PM**

Present

Directors:	Marion Rosselot, Vice Chairman	Present
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Alfred Peden, Asst. Secretary/Treasurer	Present
	Chad Sankey, Board Member	Present
Engineer:	Tom Thompson, Senior Project Manager, Gannett Fleming	
Employees:	Carol Paul, Authority Manager	
Visitors:	Joel McDowell, Greenville Cobblestone LLC	
Press:	Molly VanWoert, Record Argus	

Meeting called to order by Mrs. Rosselot.

Reorganization of the board was conducted. Mrs. Rosselot called for nominations for Chairman. Motion by Mr. Miller to nominate Mrs. Rosselot as Chairman, Seconded by Mr. Sankey. Mrs. Rosselot called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Rosselot called for nominations for Vice Chairman. Motion by Mr. Miller to nominate Mr. Peden as Vice Chairman, Seconded by Mr. Sankey. Mrs. Rosselot called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Rosselot called for nominations for Secretary. Motion by Mr. Miller to keep Secretary and Treasurer positions the same with Mrs. Zuschlag as Secretary and Mr. Miller as Treasurer, Seconded by Mr. Sankey. Mrs. Rosselot called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Mrs. Rosselot called for nomination for Assistant Secretary-Treasurer. Motion by Mr. Peden to nominate Mr. Sankey as Assistant Secretary-Treasurer, Seconded by Mr. Miller. Mrs. Rosselot called for any additional nominations, with none being made, the nominations were closed. Motion carried by unanimous vote.

Minutes of the August 10, 2016 meeting were reviewed. Motion by Mrs. Zuschlag to accept the minutes as presented, Seconded by Mr. Sankey, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,580,076.05	\$540,845.05	\$1,039,231.00	\$313,514.53	\$725,716.47

Motion by Mr. Peden to approve the Treasurer's report, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; C&R Directional Boring, LLC has completed the project and at this time is waiting for as-builts. C&R Directional Boring has submitted pay request #2 for the amount of \$11,198.60 for acceptance and is recommended for approval. Motion by Mr. Miller to approve C&R Directional Boring pay request #2 in the amount of \$11,198.60, Seconded by Mr. Peden. Motion carried by unanimous vote. Mr. Thompson presented C&R Directional Boring Change Order #1 to adjust the final quantities in the amount of \$35,262.00 for approval. Motion by Mrs. Zuschlag to approve C&R Directional Boring Change Order #1 for \$35,262.00, Seconded by Mr. Sankey. Motion carried by unanimous vote. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received, at this time this project will be placed on hold. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; C.E. Davis Contracting should begin work next month. Mr. Thompson addressed the PennVEST Grant/Loan. Mr. Thompson and Mrs. Paul met with State Representatives Mark Longiotti and Parke Wentling, about the project. Mr. Thompson presented information on a CFA Grant, Mr. Thompson is working on the application. Applications will be accepted until October 31, 2016.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of August. Chemical costs and chemical usage were reviewed. Mrs. Paul reported that Employee #401 was terminated from employment on August 11, 2016. Motion by Mr. Miller to ratify termination of Employee #401, Seconded by Mr. Peden. Motion carried by unanimous vote. Mrs. Paul recommended to the Board that Richard DiGregorio be hired as a Distribution Laborer. Motioned by Mr. Sankey to hire Richard DiGregorio, Seconded by Mrs. Zuschlag. Motion carried by unanimous vote.

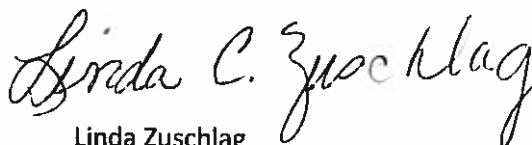
Mrs. Paul reported on the Hadley Road Timber sale, Matt Shaffer of Shaffer Forestry Services has received bids, with Mr. Ervin Byler being the highest at \$12,300.00. Motion by Mr. Miller to accept Mr. Byler's bid of \$12,300.00 and approve the Timber Sale Contract, Seconded by Mr. Sankey. Motion carried by unanimous vote.

September 14, 2016 Regular Board Meeting

Mrs. Paul presented The 2017 Minimum Municipal Obligation (MMO) for the Authority's Pension Plan for the Board's review.

Mrs. Paul presented the Developer's Agreement for Greenville Cobblestone LLC. After discussion with Mr. Joel McDowell, Motioned by Mr. Miller to accept the Developers Agreement for Greenville Cobblestone LLC as presented, Seconded by Mr. Sankey. Motion carried by unanimous vote.

Meeting adjourned at 7:15 pm.



Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday October 12, 2016 5:30 PM**

Present

**Directors:** Marion Rosselot, Chairman Present  
Alfred Peden, Vice Chairman Present  
Linda Zuschlag, Secretary Present  
Richard Miller, Treasurer Present  
Chad Sankey, Asst. Secretary/Treasurer Present

**Engineer:** Tom Thompson, Senior Project Manager, Gannett Fleming

**Employees:** Carol Paul, Authority Manager

**Visitors:** None

**Press:** None

Meeting called to order by Mrs. Rosselot.

Minutes of the September 14, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Sankey, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,374,892.41	\$315,151.13	\$1,059,741.28	\$308,154.15	\$751,587.13

Motion by Mr. Sankey to approve the Treasurer's report, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the River Crossing Project; C&R Directional Boring, LLC has completed the project. C&R Directional Boring has agreed to provide an extended warranty for the sidewalk settlement issue. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received, at this time this project will be placed on hold. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; C.E. Davis Contracting should begin work within the next few weeks. Mr. Thompson addressed the PennVEST Grant/Loan, at this time the Authority is looking into a CDBG

grant to offset the loan portion of the PennVEST offer. Mr. Thompson presented information on a CFA Grant, the application has been completed and we are waiting on planning letters.

Resolution 02-16 was presented for PA Small Water and Sewer Program grant of \$329,630 from the Commonwealth Financing Authority to be used for the SCADA System Project. Motion by Mr. Miller to approve Resolution 02-16 for PA Small Water and Sewer Program grant of \$329,630 from the Commonwealth Financing Authority to be used for the SCADA System Project, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of September. Chemical costs and chemical usage were reviewed.


Mrs. Paul presented the UPMC Health Care Renewal for 2017; the renewal will have a 32% rate increase with the same coverage. Motion by Mrs. Zuschlag to approve UPMC Health Care Renewal for 2017, Seconded by Mr. Miller, Motion carried by unanimous vote.

Meeting adjourned at 6:20 pm. to Executive Session

Executive Session adjourned at 6:45 pm.

Motion by Mr. Peden to release Employee #101 from employment, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote through roll call.

Meeting adjourned at 6:50 pm.

  
Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board



GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday November 9, 2016 5:30 PM

Present

Directors:	Marion Rosselot, Chairman	Present-Phone Conference
	Alfred Peden, Vice Chairman	Present
	Linda Zuschlag, Secretary	Present
	Richard Miller, Treasurer	Present
	Chad Sankey, Asst. Secretary/Treasurer	Present
Engineer:	Tom Thompson, Senior Project Manager, Gannett Fleming	
Employees:	Carol Paul, Authority Manager	
Press:	Molly VanWoert, Record Argus	
Visitors:	William Rosselot, Phone Conference	

Meeting called to order by Mr. Peden.

Minutes of the October 12, 2016 meeting were reviewed. Motion by Mr. Miller to accept the minutes as presented, Seconded by Mr. Sankey, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,452,620.75	\$338,741.58	\$1,113,879.17	\$307,556.07	\$806,323.10

Motion by Mrs. Zuschlag to approve the Treasurer's report, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit as been received, at this time this project will be placed on hold. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; C.E. Davis Contracting began work on October 31st. Mr. Thompson addressed the PennVEST Grant/Loan, at this time the Authority is looking into a CDBG grant to offset the loan portion of the PennVEST offer. Mr. Thompson presented information on a CFA Grant, the application has been submitted, information should be available January or February of 2017.

November 9, 2016 Regular Board Meeting

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of October. Chemical costs and chemical usage were reviewed.

Mrs. Paul presented that Elmer Nevin has been promoted to Distribution Foreman. Motion by Mrs. Zuschlag to ratify the promotion of Elmer Nevin to Distribution Foreman, Seconded by Mr. Sankey. Motion carried by unanimous vote.

Mrs. Paul presented that Zachery John had been hired as Distribution Laborer. Motion by Mr. Miller to ratify the hiring of Zachery John as Distribution Laborer, Seconded by Mr. Sankey. Motion carried by unanimous vote.

Mrs. Paul presented the 2017 Draft Budget for the Board's review. The 2017 Draft Budget will be available on the Authority's website.

Mrs. Paul presented a request from the River Alert Information Network –(RAIN) for a monetary donation of \$800.00. Motion by Mr. Miller to donate \$800.00 to RAIN, Seconded by Mr. Sankey. Motion carried by unanimous vote.

Meeting adjourned at 6:45 pm.

  
Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board

**GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Wednesday December 14, 2016 5:30 PM**

Present

**Directors:** Marion Rosselot, Chairman Present  
Alfred Peden, Vice Chairman Present-Phone Conference  
Linda Zuschlag, Secretary Present  
Richard Miller, Treasurer Absent-Excused  
Chad Sankey, Asst. Secretary/Treasurer Present

**Engineer:** Tom Thompson, Senior Project Manager, Gannett Fleming

**Employees:** Carol Paul, Authority Manager

**Press:** Molly VanWoert, Record Argus

**Visitors:** None

Meeting called to order by Ms. Rosselot.

Minutes of the November 09, 2016 meeting were reviewed. Motion by Mr. Peden to accept the minutes as presented, Seconded by Mr. Sankey, Motion carried by unanimous vote.

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

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,442,800.11	\$362,332.95	\$1,080,467.16	\$306,165.65	\$774,301.51

Motion by Mrs. Zuschlag to approve the Treasurer's report, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Mr. Thompson presented the monthly engineer's report. Mr. Thompson had no updates to the priority list. Mr. Thompson addressed the West Tank Pipe Gallery and Tank Mixing Project; the PaDEP Public Water Supply Permit has been received. Mr. Thompson addressed the Roof Replacement Project for the Authority Office; C.E. Davis Contracting has submitted Change Order #1 for Roof Decking at the cost of \$1,500.00. Motion by Mr. Sankey to approve Change Order #1 for Roof Decking at the cost of \$1,500.00, Seconded by Mr. Peden, Motion carried by unanimous vote. C.E. Davis Contracting has submitted pay estimate #1 in the amount of \$62,100.00 for acceptance and is recommended for approval by Mr. Thompson. Motion by Mr. Sankey to approve C.E. Davis pay request #1 in the amount of \$62,100.00, Seconded by Mr. Peden. Motion carried by

unanimous vote. C.E. Davis Contracting has submitted pay estimate #2 in the amount of \$8,400.00 for acceptance and is recommended for approval by Mr. Thompson. Motion by Mr. Sankey to approve C.E. Davis pay request #2 in the amount of \$8,400.00, Seconded by Mr. Peden. Motion carried by unanimous vote. Mr. Thompson presented information on a CFA Grant, the application has been submitted, information should be available March 2017.

Mrs. Paul presented the manager's report; she reviewed revenues versus expenses for the month of November. Chemical costs and chemical usage were reviewed.

Mrs. Paul presented information regarding proposed regulation changes to the Department of Environmental Protection (DEP), Chapter 109 Safe Water Drinking Program. The DEP is seeking to fill the funding gap with new and increased fees.

The Engineering RFP's was discussed. Mrs. Paul stated we had 5 responses and that each board member has a copy of each proposal for their review. After lengthy discussion Mrs. Paul recommended that the Board obtain the services from Entech Engineering. Motion by Mr. Sankey to accept the Engineering RFP from Entech Engineering, Seconded by Mr. Peden, Motion carried by unanimous vote.

Board meeting dates for 2017 were reviewed. Meeting dates are scheduled for the seconded Wednesday of each month at 5:30 P.M. Motion by Mrs. Zuschlag to accept 2017 Board meeting dates, Seconded by Mr. Peden, Motion carried by unanimous vote.

Stillwaggon & McGill's Service Agreement for preparation of the annual audit was presented. Motion by Mr. Peden to accept Stillwaggon & McGill Service Agreement, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Budget for 2017 was reviewed. Motion by Mr. Sankey to accept 2017 Budget as presented, Seconded by Mrs. Zuschlag, Motion carried by unanimous vote. 2017 Budget includes a 3% water rate increase. Motion by Mrs. Zuschlag to approve Resolution 03-16 to raise water rates 3%, Seconded by Mr. Sankey, Motion carried by unanimous vote.

Meeting adjourned at 6:35 pm.



Linda Zuschlag  
Secretary

Transcribed by: Shannon McClimans

Draft review by: Board