

August 17, 2022  
EDWA Special Meeting  
Agenda

1. Call to order
2. Roll Call
3. Public Comment—3 minute limit per person
4. Attorney Report
5. Engineering Report
6. EDWA Manager Report
7. Distribution Lead Report
8. Plant Manager Report
9. Executive session held at 5pm August 17, 2022 to discuss litigation.
10. Discuss outcomes from Outreach instructor from DEP Outreach Provider Program visit on August 11, 2022 to conduct leak loss analysis. Report expected by October. Several DEP representatives, the outreach provider team, and EDWA manager, Board vice-chair, Plant manager, and Distribution Crew Lead attended.
11. Outreach instructor has created SOPs for Distribution system. Discuss the various SOPs and addendums and what's needed to implement.
12. The new billing and payment processing systems (muni-link and invoice cloud) implementation is slightly delayed. Trying to work out some known bugs. Implementation is now scheduled for late August (2 week delay). Could be completed earlier but billing will need to be done in current program this month.
13. Hours of operation---time study completed by plant crew. Board vice chair completed calculations for one year and submitted to DEP. Awaiting a response. This is expected to remediate 3 violations. Discuss results and its impact on finances/permits.
14. First National Bank is requiring 2021 audit to process requests. Cypher and Cypher is planning to come to EDWA to finish up; date/time to be scheduled. Discuss issues with Community Bank —meeting scheduled for August 19, 2022.
15. Discuss overall finances.
16. Had skeleton staff to staff only vital functions this week due to COVID quarantine and planned vacation. Thankfully, no emergency calls this week. Staffing should return to normal by this weekend. COVID testing has been supplied to employees.
17. Discuss work schedule:
  - a. Bobtown tank—transducer and other parts installed?
  - b. JJ tap installation for new home build is being scheduled. Distribution crew lead met with homeowner on site to discuss and schedule. Installation will occur in next few weeks per homeowner request. Homeowner to call when ready.
  - c. Replacement of 250 feet of dual 1" line, creek road. Not scheduled yet.
  - d. School house road line replacement. Digging has started. Discuss issues with this project.
  - e. On July 12<sup>th</sup>, Distribution crew lead discovered several tanks need care. Grass/weed cutting schedule is not being adhered to. Distribution crew lead will ensure these issues are remediated soon. Two tanks need addressed
  - f. Removal of broken hydrant on Budapest.

- g. Griffin tank road repair progress
  - h. Bald Hill tank road repair progress
18. Board items awaiting actions:
- a. Discuss bidding on electricity through PENN STATE FACILITIES ENGINEERING INSTITUTE & COSTARS: Electricity Procurement Services. Application was submitted. They will determine if we currently have the best fixed rate or if another provider has the best rate. Awaiting a response.
  - b. Long term action: rollback replacement/equipment hauling. Obtain costar quotes in October to prepare for SLSA announcement in 2023.
  - c. Malfunctioning finished turbidity meter. The turbidity meter has been ordered. Manufacturing delays are extensive. Delivery is expected in 5-8 weeks. Note: the finished turbidity is not used to meet DEP requirements. The DEP requires EDWA to use the average of IFE to calculate CFE.
  - d. Discuss lead and copper survey. 40<sup>th</sup> samples have been submitted. Results received. Work is ongoing to resolve DEP concerns about plan. 2<sup>nd</sup> survey was mailed to customers. Have received about 75 so far.
  - e. EADS submitted several plans to DEP that were due July 1, 2022. Feedback has been received from DEP. Responses and/or revisions are underway.
  - f. EADS recommended EDWA reevaluate tap fees due to substantial increases in material costs, particularly 2". Current rates: 3/4"=1,500; 1"=2,000; 2"=3,500. Discuss. Financial calculations underway.
  - g. The contracts were signed and submitted for ServLine Leak Protection Program and NLC Service Line Program Marketing Agreement by Homeserv programs. Program start will be January 2023. Customer mailings will be done in the fall.
  - h. The UPS recommended by Hach to protect Griffin Tank chlorinator has arrived. Installation date? Something to protect the UPS from weather needs constructed. Staff working on a plan. The extra output card has arrived.
  - i. Discuss lack of DCED filings (DCED-CLGS-04). Required annually; hasn't been filed since 2014. Due June 30<sup>th</sup> of each year. 2014-2020 were submitted via mail or e-file as required. Legal advertisements will be ready for submission to Observer-Reporter next week. 2021 will be filed as soon as 2021 audit is finished by Cypher and Cypher and approved by board.
  - j. Discuss DEP visit. Method 334 has been fully implemented. 6 violations were corrected. EDWA has 9 remaining.
    - i. Filter bed eval plan implementation—EADS submitted plan. DEP has comments. EADS working on answering comments. Next step—filter bed sampling. Project cost (sampling and plan)—approximately \$16,000. CDBG funds might be used for sampling. Awaiting decision.
    - ii. CFE (2 violations)—CFE was permitted by DEP in current location. DEP wants CFE relocated. All plans have failed so far. Board Vice Chair created CFE average form which calculates data every 1 minute. Employees submit to DEP daily. They are happy with the form/submissions. EDWA may have exhausted all options to remediate at this time until a full plant upgrade is necessary in the future.

- iii. Secondary containment—caustic soda has secondary containment. Delpac requires a custom solution—engineering and likely DEP permits to remediate. There are secondary containment devices available for drums. Awaiting approval for CDBG funds.
- iv. Automatic shutdown valve—Current location of automatic shutdown valve was permitted by DEP in current location. DEP wants it relocated. EADS is evaluating feasibility and cost. If feasible, this might be funded by CDBG depending on cost.
- v. Clearwell inspection—in process; will be paid for by CDBG funding
- vi. Hours of operation (3 violations)—EDWA collects data every 1 minute. For monthly reporting, 660 data points are submitted based on hours of operation. As the Pratt valve isn't properly functioning, the hours of operation are increased. Plant crew completed time study. Board Vice Chair calculated hours of operation with the time study results and submitted results to DEP. This should satisfy DEP until Pratt valve is replaced. Awaiting decision if CDBG funds can be used to replace Pratt valve.

19. Executive session—PUC and DEP litigation

20. Motion to adjourn.