

REPORTS
ERIE COUNTY WATER AUTHORITY
FEBRUARY 8, 2018

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| 2. Board Meeting Schedule | Burns |

II. LEGAL

No Report

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VI. AUDIT COMMITTEE

No Report

VII. GOVERNANCE COMMITTEE

No Report

VIII. FINANCE COMMITTEE

No Report

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FEBRUARY 8, 2018**

PRESENT: Robert Anderson, Chairman
Jerome D. Schad, Vice Chairman (via video conference)
Karl J. Simmeth, Jr., Treasurer
Robert J. Lichtenthal, Jr., Deputy Director
Joseph T. Burns, Secretary to the Authority
Earl Jann, Executive Director
Terrence McCracken, Deputy Administrative Director
Russell Stoll, Executive Engineer
Paul Riester, Director of Administration
Karen Prendergast, Comptroller
Steve D'Amico, Business Office Manager
Daniel NeMoyer, Director of Human Resources
Jacqueline Mattina, Deputy Associate Attorney
Darlene Sikorski-Petritz, Deputy Associate Attorney
Richard Planavsky, Chief Business Officer Manager/Budget Director
John Mogavero, Chemist/Chief WTPO
Paul Whittam, Director of Water Quality

ATTENDEES: Sean Dwyer

I. SECRETARY

1. Purchase Order Releases Burns

In the absence of a meeting on January 29, 2018, Joe Burns distributed the Purchase Order Releases. They were approved by the Board.

2. Board Meeting Schedule Burns

Joe Burns distributed a board meeting schedule for the month of March, 2018.

II. LEGAL

No Report

III. FISCAL

1. December 2017 Monthly Investment Report

Lichtenthal

Bob Lichtenthal distributed the December, 2017 Investment Report. He reported that the actual income for December, 2017 was \$46,164.69 yielding a variance of \$26,076.69.

2. Monthly Financial Statement – December 2017

D’Amico

Steve D’Amico distributed the Monthly Financial Report for December, 2017 and reported that total operating revenue for December was greater than budget by \$91,000 or 1.6%. Operating expenses for December, 2017 came in under budget by \$988,000 or 23.2%. Investment Income came in greater than budget by \$216,000 or 90.0%. Net income for the month was \$(322,000).

IV. OPERATIONS

1. Engineering Update

Stoll

Russ Stoll updated the Board with regard to the 42 inch transmission main. He advised that this is going to be back in service. Everything seems to be going well. The site is still being put back together and there are a few more things to be put back together.

2. RFP

Stoll

Russ Stoll distributed a proposed RFP for five upcoming projects together with a list of the vendors he would like to send them to. He asked the board to review and if all is in order, he would like to have this on for resolution at the next board meeting.

V. HUMAN RESOURCES

1. EAP RFP

NeMoyer

Dan NeMoyer distributed a proposed RFP for Employee Assistance Programs together with a list of vendors. He advised the Board that he would like them to review this RFP and if all in order, have it on for the next meeting in February to send out. He also advised that if there were any additional vendors to let him know.

VI. AUDIT COMMITTEE

No Report

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No Report

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No Report