

**REPORTS**  
**ERIE COUNTY WATER AUTHORITY**  
**MARCH 8, 2018**

**I. SECRETARY**

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| 2. FOIL Policy             | Burns |

**II. LEGAL**

No Report

**III. FISCAL**

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**V. HUMAN RESOURCES**

No Report

**VI. AUDIT COMMITTEE**

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**VIII. FINANCE COMMITTEE**

No Report

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ERIE COUNTY WATER AUTHORITY  
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**PRESENT:** Robert Anderson, Chairman  
Jerome D. Schad, Vice Chairman  
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  
Daniel NeMoyer, Director of Human Resources  
Steven D'Amico, Business Office Manager  
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  
Mike Wymer  
Gerald Summe  
Michael Mroziak, WBFO 88.7

**I. SECRETARY**

**1. Purchase Order Releases**

**Burns**

In the absence of a meeting on February 26, 2018, Joe Burns distributed the Purchase Order Releases. They were approved by the Board.

**2. FOIL Policy**

**Burns**

Joe Burns distributed a proposed a revised FOIL policy that he would like to have on for approval at the next meeting.

**II. LEGAL**

No Report

**III. FISCAL**

**1. Bond Underwriter RFP Update**

**Lichtenthal**

Bob Lichtenthal distributed a memo with regard to the Underwriting Services RFP that was sent out last month. He gave a summary to the Board and requested that ECWA continues with Jeffries LLC and requested that this be discussed in detail at a Governance Committee Meeting following the regular meeting today. The Board agreed.

**2. 2017 Audit Update**

**Lichtenthal**

Bob Lichtenthal updated the Board to advise that Drescher & Malecki are moving along with the 2017 ECWA audit and are planning to have an exit conference on March 19, 2018 with staff. He further advised that Drescher & Malecki will be present at the March 22, 2018 meeting with their written report.

**IV. OPERATIONS**

**1. Engineering Update**

**Stoll**

Russ Stoll distributed a memo with regard to a proposed RFP for electronic design services. He advised that after reviewing all the responses received, it was determined that Nussbaumer & Clarke provided the required qualifications. He would like to move forward to negotiate a contract with Nussbaumer and Clarke for these services. The Board approved. He also advised that the 42" transmission main at Sturgeon Point is almost completely done. Earl added that the DEA has once again requested that we participate in the annual drug drop off program. ECWA will volunteer six vehicles to help transport. This will

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