

**EAST COCALICO TOWNSHIP AUTHORITY  
BUDGET MEETING MINUTES  
DECEMBER 1, 2020**

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A meeting of the Board of the East Cocalico Township Authority was held on Tuesday, December 1, 2020, at 7:00 p.m. in the Stevens Fire Company located at 91 Stevens Road, Stevens, PA for budget preparation.

Those in attendance were as follows:

Members: Daniel Becker, Samuel Weaver, Gerald DeBalko, Edward Nevling, David Lutz,  
J. Bradford Fichthorn, Richard Shober, and June Kinback (Absent: Raymond Wolf)  
Engineer: Rachel Kirkham, CDM Smith (via teleconference)  
Administrator: Scott Carl, Sr.  
Employees: Kenneth Spitler, Lisa Shaw  
Visitors: None

Chairman Daniel Becker called the meeting to order at 7:00 p.m.

**2021 WATER AND SEWER BUDGET REVIEW:** The meeting began with a review of the proposed employee wage and salary package for 2021. Accountant Lisa Shaw then proceeded with a detailed review of the water and sewer line items in the 2021 budget. All Board members had an opportunity to ask questions and make comments. Administrator Carl then reviewed the projected water and sewer cash flow reports. The board recommended possibly pushing some of the water projects out to future years. Mr. Carl agreed to take another look at the critical nature of each project and adjust the timeline and costs if possible. Finally, if the need for a water project is urgent, it may become necessary to borrow additional funds in future years.

Mrs. Shaw pointed out to the Board members that the Rate Analysis for the 2021 budget does not require an increase in the water or sewer rates. The Board members agreed. It is anticipated the Board members will elect to keep the water rate at \$6.85 per thousand gallons and the sanitary sewer rate at \$12.10 per thousand gallons when the 2021 budget is presented for approval at the December 10, 2020 Board meeting.

**DECEMBER 10, 2020 BOARD MEETING:** Administrator Carl asked the Board if they wished to have the December Board Meeting via Zoom or at the Stevens Fire Company to provide more opportunity for social distancing. All Board Members agreed to relocating to the Fire Company and Mr. Carl will coordinate with the Fire Chief to secure the Fire Hall for the meeting.

**EXECUTIVE SESSION:** The Board entered into Executive Session at 8:45 p.m. until 8:54 p.m. to discuss personnel issues. No action was taken.

Since there was no further business to be brought before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:56 p.m., second by David Lutz, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko  
Secretary