

**EAST COCALICO TOWNSHIP AUTHORITY  
BUDGET MEETING MINUTES  
DECEMBER 4, 2019**

---

A meeting of the Board of the East Cocalico Township Authority was held on Wednesday, December 4, 2019, at 7:00 p.m. in the Township Municipal Building, 100 Hill Road, Denver, PA 17517 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  
Administrator: Terry Reber  
Employees: Kenneth Spitler, Lisa Shaw  
Visitors: None

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

**2020 WATER AND SEWER BUDGET REVIEW:** The meeting began with a review of the proposed employee wage and salary package for 2020. Administrator Terry Reber then proceeded with a detailed review of the water and sewer line items in the 2020 budget. All Board members had an opportunity to ask questions and make comments. Administrator Reber also reviewed the projected water and sewer cash flow reports. Administrator Reber pointed out that the cash flow reports serve two purposes. One purpose is to set a "road map" for project direction over the next five years, and the other is to confirm the affordability of the projects. The Board recommended reaching out to the Township for a better understanding of their proposed street resurfacing projects over the next few years. Of particular concern is the Township's timeline and budget for Scenic Drive and neighboring streets since the Authority is also planning to replace water mains and make repairs to the sanitary sewer in this area.

Rachel Kirkham was asked to contact Ben Movahed at Watek Engineering to request a timeline and cost for the membrane replacement at the Water Treatment Plant so it can be added to the cash flow projection.

Administrator Reber pointed out to the Board members that the 2020 budget does not require an increase in the water or sewer rates. The Board members agreed. Chairman Becker reminded the Board members that consideration needs to be given to future rate changes and whether it is better to have more frequent smaller increases or fewer larger increases. 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 2020 budget is presented for approval at the December 12, 2019 Board meeting.

The Board entered into Executive Session at 8:30 p.m. until 8:38 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 8:39 p.m., second by Samuel Weaver, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko  
Secretary

lrs