

ERIE WATER WORKS BOARD MEETING MINUTES February 19, 2026

Pursuant to notice duly given and advertised a Board Meeting of the Erie Water Works was held on February 19, 2026 at 3:30 p.m. at the John J. McCormick Jr. Administration Building.

Ryan M. Bergquist – Present (Teams)
 Cheryl Rush Dix – Present
 Heather A. Harrington, Esq. – Present
 Shantel D. Hilliard – Absent
 Latece Jones – Present
 David E. Palotas - Present
 Seth M. Trott, Esq. – Present (Teams)
 Richard E. Wagner - Present
 Jeffrey D. Willis, P.E. - Present

Others in attendance:

Attorney Tim Wachter, Knox McLaughlin Gornall & Sennett
 Rob Horvat, KLH Engineers
 Jared Staszewski, 337 East 10th Street
 Leslie Alexander, 820 West 2nd Street
 Kathy Schaaf, City Council Liaison

Erie Water Works staff: Craig Palmer, Chief Executive Officer; Kimberly Wertz, Executive Assistant

<p>I. CALL TO ORDER</p>	<p>R. Wagner called the meeting to order at 3:30 p.m.</p>
<p>II. ROLL CALL</p>	<p>All board members were present with the exception of S. Hilliard.</p>
<p>III. APPROVAL OF MINUTES</p>	<p>D. Palotas motioned and J. Willis seconded the approval of the minutes from the January 15, 2026 Board Meeting.</p>
<p>IV. PUBLIC COMMENTS</p>	<p>Jared Staszewski, 337 East 10th Street, spoke about his opposition to fluoride.</p> <p>J. Willis stated he appreciates everything Mr. Staszewski has presented to the Board. He stated he's also done his own research and his lack of putting up a motion on the matter is his response. D. Palotas stated he would continue to follow the research. H. Harrington echoed their comments and will continue to consider any new information.</p> <p>K. Schaaf stated she would continue to serve as the City Council Liaison to the Erie Water Works.</p>
<p>V. CEO REPORT</p>	<p>C. Palmer reviewed the CEO report as presented on page 2 of the agenda. We'll be celebrating Drinking Water Week May 3-9, 2026. Details are coming together. C. Palmer met with Mayor Devlin and County Executive Vogel. There is a quarterly Pension</p>

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<p>VI. FINANCE COMMITTEE A. General Report</p> <p>B. Asset Disposal Resolution #021926-01</p> <p>C. Ratification of Staff Monthly Invoices Resolution #021926-02</p>	<p>Committee scheduled for Tuesday, February 24, 2026 at 11:30 a.m.</p> <p>D. Palotas reviewed the Finance Committee Meeting Summary as presented on page 3 of the agenda.</p> <p>D. Palotas motioned and C. Rush Dix seconded Resolution #021926-01 ratifying the staff decision to send a 2008 Work Horse Crew Truck to auction as detailed on page 11 of the agenda.</p> <p>Resolution #021926-01 passed by unanimous voice vote of all board members present.</p> <p>D. Palotas motioned and C. Rush Dix seconded Resolution #021926-02 ratifying the staff decision to make payment of invoices during the month of January 2026.</p> <p>Resolution #021926-02 passed by unanimous voice vote of all board members present.</p>
<p>VII. CIP COMMITTEE A. General Report</p> <p>B. Service Line Replacement Project, Customer Side Galvanized Requiring Replacement Phase 4, Service Connection Replacement Project Phase 4, 12th Street Facility Building Improvements Resolution #021926-03</p>	<p>J. Willis reviewed the CIP Committee Meeting Summary as presented on page 15 of the agenda.</p> <p>J. Willis motioned and C. Rush Dix seconded Resolution #021926-03 authorizing the Chief Executive Officer to enter into contracts and professional services agreements related to the following projects: Customer Side P4 / Wilson Excavating \$8,446,537.20 (\$7,696,852.00 base bid + \$769,685.20 contingency) Service Connection P4 / Ferguson Water \$113,000. (\$103,076.82 base bid + \$9,923.18 contingency) 12th Street Facility / Weber Murphy Fox Architectural and Engineering Design Services – Design Amendment not to exceed \$61,000. Bidding Phase not to exceed \$19,200. This resolution authorizes the award of contracts to the above referenced companies. The PENNVEST funded Customer Side Phase 4 project will allow for the replacement of approximately 1,200 service lines in the City of Erie. The PENNVEST funded Service Connection Replacement Phase 4 project began in 2025 and current projects indicate more copper tubing is needed to complete all of the original scope. The 12th Street Facility Improvement projects design budget has increased due to expanded scope, and will also advance to bidding phase services in 2026.</p> <p>Resolution #021926-03 passed by unanimous voice vote of all board members present.</p>

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<p>VIII. HUMAN RESOURCES COMMITTEE A. General Report</p> <p style="padding-left: 40px;">B. Management Compensation Level Adjustment and Salary Adjustments Resolution #021926-04</p>	<p>D. Palotas reviewed the HR Committee Meeting Summary as presented on page 23 of the agenda. H. Harrington commended A. Stafford for her work on the management compensation information. It was very thorough.</p> <p>D. Palotas motioned and R. Wagner seconded Resolution #021926-04 authorizing that effective April 1, 2026 the Management Compensation Level Structure will be increased by 3% over the 2025 structures. In addition, effective April 1, 2026, management staff will be awarded salary adjustments based on their individual job performance evaluations from a 3.5% pool of available funds. These recommended adjustments are within the 2026 budgetary figures previously approved by the Board. The increases to the Compensation Levels and Salary Adjustments are supported by salary survey and Consumer Price Index data that have been presented to the Human Resources Committee and are consistent with the Erie Water Works Employee Compensation Procedures.</p> <p>Resolution #021926-04 passed by unanimous voice vote of all board members present.</p>
<p>IX. OLD BUSINESS</p>	<p>There was no old business.</p>
<p>X. SOLICITORS REPORT A. General Report</p>	<p>T. Wachter reviewed the Solicitors Report of page 27 of the agenda. He stated item number three on the agenda should say Sigsbee/RSW Pump Stations, Sigsbee Valve Vault, and Line Replacement. His report will be updated and resubmitted. T. Wachter explained the easement agreement to allow the 60-inch water service line run through Presque Isle State Park is set to expire. Staff is negotiating a new agreement that will not have an expiration date included.</p>
<p>XI. NEW BUSINESS</p>	<p>There was no new business.</p>
<p>XII. ADJOURNMENT</p>	<p>J. Willis motioned and C. Rush Dix seconded the adjournment of the meeting at 4:14 p.m.</p>