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**Reading Area Water Authority
Board Meeting
Tuesday February 20, 2018**

The Stated Board Meeting of the Reading Area Water Authority was held on Tuesday February 20, 2018 at 4:00 PM in the Board room of the RAWA Administration office, 1801 Kutztown Road, Reading PA 19604. Present were: Board Members: Chairman Ralph Johnson, Vice Chairman Steve Symons, Mr. Steven McCracken, Ms. Cecile Grimshaw, Executive Director Mr. Bill Murray, Director of Operations and Maintenance Mr. Kim Mazur, Mr. Carl Scott SSM Engineering, and Attorney Ed Stock, Solicitor.

Meeting called to order at 4:03 pm.

No Public comment

Chairman Johnson asked for the January 16, 2018 board meeting minutes be approved. Mr. Symons made the motion to approve the January 16, 2018 Minutes, Mr. McCracken seconded the motion. *All in Favor* Motion passed unanimously

Chairman Johnson asked for a motion to approve the February 20, 2018 invoices: The General Fund payments for \$545,427.33, the Capital Fund Payments for \$361,866.23 and the Escrow Fund Payments for \$4,216.42. Motion was made by Mr. Symons and seconded by Mr. McCracken. *All in favor* Motion passed unanimously.

Director of Maintenance and Operations:

Mr. Mazur asked for the approval of the Resolution for the State Grant application to be submitted through SSM for the Filter Rehabilitation program. A motion to approve Resolution 1-18 for submission of the PA Small Water and Sewer Program Grant was made by Mr. McCracken and seconded by Mr. Mrs. Grimshaw. Mr. McCracken asked if it was a state or federal grant. Mr. Carl said this is a state grant that many different facilities are also applying for it. Chairman Mr. Johnson asked if there are any other Grants that we could be applying for and Mr. Scott said that at this time there are not but will always keep an eye out for them as they tend to be advertised occasionally. *All in favor* Motion passed unanimously.

Mr. Mazur for a motion to approve the Filter Plant Analyzer instruments that were approved previously through the Capital Budget for \$38,961.99. A motion was made by Mr. McCracken and seconded by Mr. Symons. *All in favor* Motion passed unanimously.

Mr. Mazur gave an update on the Birdsboro Power project. There was a pre bid meeting the previous Friday for the water line extensions. RAWA is waiting on the DEP approvals for the permits. DEP is ready to issue the RAWA permits for construction of the water main, but have a condition that they want to make sure RAWA has 4 functioning Filters when the permit is issued for Birdsboro Power to go on line. Mr. Mazur said that there will be an independent consultant come in and do the evaluation on the filters. DEP has already issued the Filter Rehabilitation permit for the 1 Filter that is currently being worked on.

Solicitors Report:

Attorney Stock presented to the Board of Directors an Intergovernmental Cooperation Agreement between Western Berks Water Authority. Mr. Murray explained that although WBWA might use RAWA more than RAWA might need WBWA's help, this agreement makes the terms of the agreement binding and legal. A motion was made by Mr. McCracken and seconded by Mrs. Grimshaw. Chairman Johnson asked Attorney Stock to add a clause indicating that "If any

All in favor Motion passed unanimously.

Executive Director Report:

Mr. Murray explained that the RFP that is being advertised is for the 2018 Audit. He asked that the Board make a motion to appoint RKL to prepare the 2017 RAWA Financial audit. Mr. Symons made a motion to appoint RKL to represent RAWA for the 2017 audit. Mr. McCracken seconded the motion. *All in favor* Motion passed unanimously.

Board Report:

Mr. McCracken let the board know that he sat in on Review Panel Meetings with Mr. Murray and Ms. Karish. He said that they went well and the customers are indicating that they are very happy with the process.

Mr. McCracken also stated that he and Mrs. Grimshaw met with Attorney Stock and have developed Bylaws for the Board of Directors to review. They should be presented at the next board meeting.

Chairman Johnson asked that he would like a presentation of Financials at the next meeting. Mr. Murray said that he will present January and February and then monthly after that. Also he will present a quarterly report.

Motion to Adjourn meeting by Mr. Symons, Seconded by Mrs. Grimshaw. *All in favor* Meeting Adjourned at 4:43 pm