



1801 Kutztown Road
Reading, Pennsylvania 19604
Phone: 610-406-6300
Fax: 610-406-6307
TDD: 610-655-6442

**Reading Area Water Authority
Board Meeting
Tuesday April 17, 2018**

The Stated Board Meeting of the Reading Area Water Authority was held on Tuesday April 17, 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 4:00 pm.

No Public comment

Executive Director Bill Murray asked the board to acknowledge RAWA employee Gregory "Coach" Saylor. Coach presented to the Authority a clock he made from a wooden manhole cover template that was found in the storage area of the side RAWA building. The wood template was used to make a mold when pressed into sand and then the metal would be poured into it to create the manhole covers for the streets.

Tom Weld from BCM engineering provided an update of the Birdsboro Power project. Mr. Weld indicated to the Board of Directors that contract 86A, work on River Road work will begin on May 7, 2018. There was a pre-construction on 82A at the RAWA office the prior week from this meeting. This contract is for the work from Cedar Hill Road all the way down to Birdsboro, that will deliver the water to the plant. Once the line of credit is provided to Penn Dot the work will then begin. Contract 81A Pre-construction meeting will be held tomorrow, April 18, 2018. This contract is for the work from Lancaster Avenue to the 18th Ward pumping station. This will be where the water is distributed to the Power Plant.

Mr. Weld asked that the board of directors authorize a Purchase Order for the upgrade of the generator at the River Road pump house from a 125KW to a 150KW for a cost to be reimbursed by the Birdsboro Power Developer at \$45,000. Mr. Symons asked Mr. Weld if this was a reasonable price for a replacement. Mr. Weld explained that the cost of a new one would be around \$60,000 to \$70,000 and by just replacing the insides of the generator it would be cost efficient. Mr. McCracken made a motion to authorize a Purchase Order in the amount of \$45,000 to Winter Engineer Generator Services, Inc. for the replacement parts of the generator at the River Road Pump house to be upsized from 125KW to 150KW, and the cost to be reimbursed from Birdsboro Power. Mr. Symons seconded the motion. *All in Favor* Motion passed unanimously

Chairman Johnson asked for the March 9, 2018 and March 20, 2018 board meeting minutes be approved. Mr. McCracken made the motion to approve the stated board minutes and Mrs. Grimshaw seconded the motion *All in Favor* Motion passed unanimously

Chairman Johnson asked for a motion to approve the April 17, 2018 General Fund payments for \$242,071.94, the Capital Fund Payments for \$190,606.79 and the Escrow Fund Payments for \$35,542.92. Mr. McCracken made the motion to approve the April 17, 2018 payments and Mr. Symons seconded the motion *All in Favor* Motion passed unanimously

Executive Director Report:

Mr. Murray let the Board of Directors know that the Mayor appointed Dr. Phil Dougherty to the RAWA Board and he would be present at the next RAWA Board meeting. Dr. Dougherty has a vast knowledge of Lake Ontelaunee and will be a great asset to the RAWA Board of Directors.

Mr. Murray let the Board of Directors know that the RFP for the Auditors came in and that it is recommended that RAWA continue to use RKL as the RAWA annual auditors. The review panel consisted of Kim Mazur, Sandra Kieffer, Suzanne Ruotolo and Mr. Murray. Although there will be a slight increase in their billing, RKL will make themselves available to attend Board Meetings with updates when requested and they bring with them years of RAWA knowledge. Mr. Murray asked for a motion to appoint RKL to perform the 2018 audit for RAWA. A motion was made by Mr. Symons and Mr. McCracken seconded the motion. *All in Favor* Motion passed unanimously

Mr. Murray let the board know that the listing of finances was in their board package for their review.

Director of Maintenance and Operations:

Mr. Mazur reviewed the filter that is being worked on at the filter plant. Mr. Mazur asked for a motion to award the phase 1 work for the filter rehabilitation to Eastern Environmental at the cost of \$438,300.00, which was reviewed by SSM and Attorney Stock. Mr. Murray stated that the reason that it is being done in phases is so that RAWA can remain in the running for the grant that was applied for to help offset costs. Mr. McCracken made a motion to accept the bid of \$438,300.00 from Eastern Environmental for the phase 1 work of the filter rehabilitation, Mrs. Grimshaw seconded the motion. Mr. Johnson asked how this was being paid for. Mr. Murray said it was being paid through the capital funds. Mr. Johnson asked if there was a deadline date for the work. Mr. Mazur said yes there is and there is a penalty for not being completed on time. *All in Favor* Motion passed unanimously

Mr. Mazur asked for a motion for the purchase of 2, 4-way solenoid valves for the Maiden Creek Pump Station, which was in the budget for 2018 at a budgeted cost of \$30,000. The low price that came in was from West Co., in the amount of \$22,426.00. Mr. Mazur said that they would be purchased and installed by Mike West, the electrician for RAWA. A motion was made by Mr. Symons made the motion to replace the 2, 4-way solenoid valves from West Co., in the amount of \$22,426.00 and was seconded by Mr. McCracken. *All in Favor* Motion passed unanimously

Mr. Mazur reviewed the sink hole on Elm and Church Streets. He showed pictures of the sink hole that was compromising a home at the location. The sink hole was not from a water leak, but was located under a water main. Mr. Mazur went over how the sink hole was repaired by the help of public works.

Mr. Mazur gave a DEP update on the water allocation. The first one that was done was 50 year ago. SSM has put together a new allocation application. RAWA and SSM has been in front of the DEP a few times negotiating and finalizing the allocations. DEP is asking for very detailed plans for drought situations. SSM is working on getting a model together to go back to DEP and present.

Mr. Mazur and Mr. Murray went over the amount of estimated meter reads that have been coming in recently. It was discovered that the signal that is to be picked up is not transmitting. The meter itself is working properly, it is the transmission from the register to the equipment that RAWA is using that is not being able to be received. Upon investigation, the vendor and Master Meter have come to the conclusion that the register will be replaced since it is under a 10-year warranty. Upon completion of the project, and RAWA is satisfied with the job, Master Meter has offered an additional 10-year warranty for the cost of \$35.00 a register. All board members agreed that is an excellent offer. Mr. Murray explained it would be a 3rd party coming into the city to do the register change outs. They will be contacting the customers with letters and phone calls. All properties that are affected are known and will be handled by this team of experts.

Engineers Report:

Mr. Carl let the board know that he has received 3 letters of support to be sent out to back up the grant application for the Filter program. Mr. Carl indicated

Solicitors Report:

Attorney Stock went over the Lines of Credit that RAWA currently has, which is \$4,000,000. He asked that the board approve allowing Bill Murray, Executive Director to sign the amendment to the Line of Credit between RAWA and Fulton bank from \$4,000,000 to \$4,500,000 and all other letters associated with the Line of Credit. Attorney Stock also mentioned that Fulton Bank has requested a copy of RAWA Bylaws. Attorney Stock said that recently he has met with Mrs. Grimshaw and Mr. McCracken and had presented an outline of the Bylaws to all board members to review.

Attorney Stock asked for a motion to allow an increase to the letter of credit from \$4,000,000 to \$4,500,000 and to allow Executive Director Bill Murray to sign all documentation presented for the amendment to the line of credit presented from Fulton Bank. Mr. Symons made the motion to approve Resolution 2018-2 as stated and Mr. McCracken seconded the motion. *All in Favor* Motion passed unanimously

Mr. McCracken made a motion to accept the RAWA Bylaws as presented to the Board of Directors. Mr. Symons seconded the motion. *All in Favor* Motion passed unanimously

Motion to Adjourn meeting by Mr. Symons, Seconded by Mr. McCracken. *All in favor* Meeting Adjourned at 5:02 pm

The next Reading Area Water Authority Board meeting will be held on May 15, 2018 at 4:00 pm at the RAWA Administration Building, 1801 Kutztown Road, Reading PA 19604