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

The Stated Board Meeting of the Reading Area Water Authority was held on Tuesday November 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 E. Johnson, Dr. Phillip Dougherty, Mr. Steven McCracken, Executive Director Bill Murray, Director of Operations and Maintenance Mr. Kim Mazur, Mr. Carl Scott, SSM Engineering, and Attorney Ed Stock, Solicitor. Excused Absence Vice Chairman Steve Symons, Mrs. Cecile Grimshaw.

Chairman Johnson called the meeting to order at 4:00 pm.

No Public Comment

Mr. Matt Dallas and Mr. Matt Kozlowski from Dallas Data, Inc., Pottstown PA presented the Board of Directors a slide presentation on the 2019 RAWA Budget. Mr. Dallas explained the different workings of the Caselle system and the abilities that it has to help keep the procedures of the Authority working while helping produce the balanced budget by using its technology to present it for approval. Mr. Murray also explained how each department manager sits with the Accounting Manager to help manage their budget. He explained that everyone has a hand in managing the expenses of their department.

Chairman Johnson asked for a motion to pass the 2019 balanced budget. Dr. Dougherty made the motion to pass the 2019 Capital Budget and Mr. McCracken seconded the motion. All in favor. Motion passed.

Chairman Johnson asked for a motion to pass the stated Board meeting minutes from October 16, 2018. Mr. McCracken made a motion to accept the October 16, 2018 board minutes as stated. Dr. Dougherty seconded the motion. All in favor. Motion passed.

Chairman Johnson asked for a motion to approve the invoices for November 2018, for the General fund \$345,583.20, Capital fund \$605,586.85 Escrow fund \$20,806.53 and the Birdsboro Power escrow fund \$267,713.19. Dr. Dougherty made the motion to approve the November 2018 invoices and Mr. McCracken seconded the motion. All in favor. Motion passed.

**Executive Director Report:**

Mr. Murray Presented the monthly financial reports.

**Director of Maintenance and Operations Report:**

Mr. Mazur let the board of Directors know that the 30" water main replacement on Route 61 has been completed and has been tested. The line is fully charged and ready to go.

Mr. Mazur said that the Filter Rehabilitation project is in progress. Everything is moving along as planned and hoping by the first week of December to have the first filter back on line. The second Filter is about 80% removed of tiles. The second filter should be done around the first week of January 2019.

The Siphon Chamber project bid was advertised on Nov 14,208 and a pre bid meeting will be held on the 27<sup>th</sup> of November 2018, and the final bids are due December 13. A presentation of the bids should be held in the December 2018 meeting.

The High Service 2 Pump Station pump has to be replaced. RAWA is looking to purchase another pump, and asking for a motion to approve the Authority get 3 quotes and not exceed \$20,000 for the pump and installation. Mr. McCracken made the motion and Dr. Dougherty seconded it. All in favor. Motion passed.

Central Logistic Park satellite system is close to being placed on line. Staff has been up there for training. The system will get dedicated to RAWA once it is completed.

Mr. Mazur said that the PLC #5 needs to be replaced at the Filter Plant and Keystone has given a price of \$65,000. If the software program fails, then the plant has to go on manual mode. The replacement for this software was in next year's budget, but should be replaced now. Mr. Murray said he would like to see it done this year and that there is money for it to be replaced in this year's budget. Mr. Dougherty made the motion to have this done. Mr. McCracken seconded the motion. Mr. McCracken asked how long it would take to replace. Mr. Mazur told him about 2 weeks. All in favor. Motion passed.

**Engineers Report:**

Mr. Carl presented his monthly SSM engineering report to the board of directors.

Mr. Carl told the Board of Directors that now that the payment for the Filter rehabilitation has been approved, he can have the paper work done to have grant money reimbursed to the authority.

Attorney Stock asked for a motion to authorize the appropriate officers and or staff members to execute the grant reimbursement paperwork. Dr. Dougherty made the motion and Mr. McCracken seconded it. All in favor. Motion passed.

Executive Session called at 5:20 pm for legal matter. No action will be taken.

Meeting adjourned 5:35 pm