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**Reading Area Water Authority  
Board Meeting  
Tuesday December 18, 2018**

The Stated Board Meeting of the Reading Area Water Authority was held on Tuesday December 18, 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, Vice Chairman Steve Symons, Dr. Phillip Dougherty, Mr. Steven McCracken, Mrs. Cecile Grimshaw, Executive Director Bill Murray, Director of Operations and Maintenance Mr. Kim Mazur, Mr. Carl Scott, SSM Engineering, and Attorney Ed Stock, Solicitor. Chairman Johnson called the meeting to order at 4:14 pm.

No Public Comment

Chairman Johnson asked for a motion to pass the stated Board meeting minutes from November 20, 2018. Mr. Symons made a motion to accept the November 20, 2018 stated board minutes. Dr. Dougherty seconded the motion. All in favor. Motion passed unanimously.

Chairman Johnson asked for a motion to approve the invoices for December 2018, for the General fund \$391,165.70, Capital fund \$486,724.76 Escrow fund \$13,681.15 and the Birdsboro Power escrow fund \$304,732.82. Mr. Symons made the motion to approve the December 2018 invoices and Dr. Dougherty seconded the motion. All in favor. Motion passed unanimously.

Mr. Symons reported that he had attended a Review Panel Meeting with customers and that the outcome of all were favorable and the program in place is good.

**Executive Director Report:**

Mr. Murray presented the monthly financial reports.

Mr. Murray presented to the Board of Directors a 2019 calendar of Board meetings and asked for a motion to approve the dates and times, along with advertising the calendar in the newspaper as well as the RAWA Website. Mr. Symons made a motion to accept the 2019 Calendar of RAWA Board meetings, and was seconded by Mrs. Grimshaw. All in favor. Motion passed unanimously.

Mr. Murray let the Board of Directors know that for the winter months, he has developed an on call schedule for all of the staff in case of emergencies after hours.

The Meter Change Out project of 9,000 meters has just about been completed. There are about 900 more properties to be changed. RAWA will be handling these last bit of customers.

Mr. Murray asked that the Board of Directors approve an amount of \$25,000 to be dedicated as “seed” money for a Camera program that would help the City of Reading and the Reading Police department enhance the ability to encourage residents to install cameras and help curb the amount of crime in the City. The program would be a match with residents, churches, businesses, that would purchase a camera and register it with the police department. This would be a RAWA initiated program. Mr. Murray explained that this program can be a deterrent to criminals, and also help with the amount of vacant homes. He said that by helping with this project, it will help keep residents in their homes, and this will in turn mean they will be using and paying for water. A motion was made to approve authorizing the Executive Director to authorize \$25,000 seed money for the program of cameras throughout the city of Reading for the purpose of increasing security by Mr. McCracken and seconded by Mrs. Grimshaw. All in favor. Motion passed unanimously.

#### **Director of Maintenance and Operations Report:**

Mr. Mazur let the Board of Directors know that the Siphon Chamber project bid was awarded to low bidder Pumping Solutions Inc., York Springs in the amount of \$1.9 Million. Mr. Carl from SSM let the Board of Directors know that he has come across their work and has had good reviews. Dr. Dougherty made the motion to approve the low bid of \$1.9 million for the Siphon Chamber project to Pumping Solutions Inc., and was seconded by Mr. McCracken. All in favor. Motion passed unanimously.

Mr. Mazur presented the Annual Capital Budget. This budget has been put together by the department heads. Mr. Murray let the Board of Directors know that all purchases made over \$10,000 will be brought to the Board again for approval. A motion was made by Mr. McCracken to approve the Annual Capital Budget for 2019 and seconded by Mrs. Grimshaw. All in favor. Motion passed unanimously.

Mr. Mazur presented the 2019 Capital Budget – from Bond Funds for specific projects to be done by RAWA. Motion was made by Dr. Dougherty and seconded by Mr. Symons to approve the 2019 Capital Budget. All in favor. Motion passed unanimously.

Mr. Mazur went over the Central Logistic Park dedication and let the board of Directors know that the testing has been completed and that it is ready to be turned over to RAWA.

Attorney Mark Yoder presented 3 resolutions to the Board of Directors to be passed in reference to the Central Logistics Park dedication.

The first Resolution is Accepting the Dedication and Acceptance Agreement and Easements for the Central Logistics Park Development, Bethel Township, Berks County PA.

The second Resolution Establishing a Rate District for Central Logistics Park Development, Bethel Township, Berks County PA.

The third Resolution is Establishing the Provisional Water Rates, Fees and Charges for the Central Logistics Park Development, Bethel Township, Berks County PA.

A discussion was had on the current plans for this location by the developer. Mr. Murray and Mr. Mazur went over the plans that have been provided to them for warehousing and possible future development.

Attorney Stock asked the board to make motions on passing the resolutions presented.

Motion for the first resolution as stated, Acceptance of the Dedication, subject to the delivery of documents signed in proper form by Duke and receive the Operation permit by Duke made by Mr. Symons and seconded by Dr. Dougherty. All in favor. Motion passed unanimously.

Motion for the second resolution as stated, establish a rate district that would include CLP, already in ground, CLP 2 and West Run Developments made by Mr. Symons and seconded by Mr. McCracken. All in favor. Motion passed unanimously.

And the final resolution as stated, provide a provisional water rate for CLP at \$6,800 per month made by Mr. Symons and seconded by Mr. McCracken. Dr. Dougherty asked if this rate was temporary and Attorney Stock indicated it states the rate in place until it is superseded and replaced by a permanent rate structure. Chairman asked Attorney Stock and Yoder is this was all in line with the law and the lease agreement. Both agreed it is legal. All in favor. Motion passed unanimously.

Mr. Mazur presented the Filter Plant Chemical bids, and asked that the board of Directors approve the chemical bids be awarded to low bidder for each product. Motion was made by Mr. McCracken and seconded by Mrs. Grimshaw. All in favor. Motion passed unanimously.

#### **Engineers Report:**

Mr. Carl presented his monthly SSM engineering report to the board of directors. Emergency action plan has been addressed and submitted to Berks, Chester and Montgomery County for comments. Should have them back by next meeting. Also Mr. Carl said that the grant reimbursement of \$125,000 has been submitted.

Next Meeting is January 15, 2019 at 4:00 pm

Motion to adjourn made by Mr. Symons, seconded by Mrs. Grimshaw. All in favor. Motion passed unanimously.

Meeting adjourned 5:49 pm