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**Reading Area Water Authority
Board Meeting
Tuesday January 15, 2019**

The Stated Board Meeting of the Reading Area Water Authority was held on Tuesday January 15, 2019 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 4:00 pm.

Chairman Johnson turned the meeting over to Solicitor Stock to vote on the reorganization of the Board of Directors. Attorney Stock asked for a nomination for Chairman. Mr. Symons nominated Mr. Ralph Johnson as Chairman. Mrs. Grimshaw seconded the motion. Attorney Stock asked if there were any other nominations. There were none. Attorney Stock made a motion to approval of Mr. Ralph Johnson to continue as Chairman of the RAWA Board of Directors. All in favor. Motion approved.

Attorney Stock asked for a nomination of Vice Chairman. Mr. Johnson nominated Mr. Symons. Dr. Dougherty seconded the nomination. Attorney Stock asked if there were any other nominations. There were none. Attorney Stock made a motion to approval of Mr. Symons for Vice Chairman of the RAWA Board of Directors. All in favor. Motion approved.

Attorney Stock then asked the a motion be made to nominate all other board members to be Assistant Secretary/Treasurer. A motion was made by Dr. Dougherty and seconded by Mr. McCracken. All in favor. Motion passed.

Meeting was then turned back over to Chairman Johnson who asked for a motion to nominate a solicitor and Engineer for RAWA. Dr. Dougherty made a motion to nominate Attorney Stock as the solicitor and Mrs. Grimshaw seconded the motion. All in favor. Motion passed. Chairman Johnson asked for a nomination be presented for RAWA Engineer. Mr. Symons nominated SSM Engineering to be the Engineer for RAWA and Mr. McCracken seconded the motion. All in favor. Motion passed.

Mr. Johnson mentioned to the board that they had all agreed previously that every 3 years or so they would go back out to the public and advertise for the professional services. At this time, it is not necessary but in the future they will be taking those steps.

Chairman Johnson asked for a motion to appoint RKL as the RAWA Accounting firm. Mr. Symons made the motion and Dr. Dougherty seconded the motion. All in favor. Motion passed.

No Public Comment

Chairman Johnson asked for a motion to pass the stated Board meeting minutes from December 18, 2018. Dr. Dougherty made a motion to accept the stated board minutes. Mr. McCracken seconded the motion. All in favor. Motion passed unanimously.

Chairman Johnson asked for a motion to approve the invoices for January 2019, for the General fund \$336,021.47, Capital fund \$206,665.98, Escrow fund \$34,028.60 and the Birdsboro Power escrow fund \$11,828.35. Mr. McCracken made the motion to approve the January 2019 invoices and Dr. Dougherty seconded the motion. All in favor. Motion passed unanimously.

Mr. Murray Asked for a brief 10-minute break for all the Board Members to meet outside and inspect the new Box Truck that was purchased and dressed out for the RAWA Distribution Crew to take on main breaks. After the presentation of the Box Truck Mr. Murray let everyone know how appreciative the crew is of having this new vehicle to help them. Mr. Murray said that it was budgeted for \$40,000 and the actual cost came in around \$22,000.

Board Member Reports:

Mr. Symons went over the monthly Review Panel Meeting that are had with customers that have issues with their accounts. Mr. Symons wanted to make a point that Tracey Karish, Customer Service Manager does an exceptional job in preparing that packets needed to have the meetings and this is why they are so successful.

Mrs. Grimshaw just wanted to pay tribute to the death of Mr. Slifko from City Council. Dr. Dougherty stated he is not in agreement with the current discussions of the City to move the fire hydrants.

Executive Director Report:

Mr. Murray went over a recent Right To Know request from the former Chairman of the Board Ernest Schlegel asking for information on the involvement of our Distribution Crew when shots were fired in an area where they were working. Mr. Schlegel asked to review the documents and a time was set up to come in and review them and he did not show up. The paper work was then mailed to him. Chairman Johnson ended the conversation by stating he gives high praise to the crews for being out on the streets working under those conditions, let alone fringed weather.

Director of Maintenance and Operations Report:

Mr. Mazur asked for a motion for the Board to approve the purchase of a Kubota Tractor at a costars prices of \$20,644.99. Mr. McCracken made the motion and Mr. Symons seconded it. All in favor. Motion passed.

Mr. Mazur asked for a motion for the Board to approve the purchase of a CL2 Analyzer for a costars price of \$10,827.90. Mr. McCracken made the motion and Mr. Symons seconded it. All in favor. Motion passed.

Mr. Mazur presented a Capital Budget Project of a Water Main replacement at High and Colston Street for a price of \$23,000 for Engineering services from SSM Engineering, and a project budget of \$250,000. Mr. McCracken made the motion and Mrs. Grimshaw seconded the motion to approve the Engineering services at a cost of \$23,000. All in favor. Motion passed.

Mr. Mazur also presented another Capital Budget Project of a Water Main replacement at S. 18th St for Engineering Services from SSM Engineering at a cost of \$9,700, with an overall project budget of \$105,000. Dr. Dougherty made the motion to approve the Engineering Service cost of \$9,700 and Mr. McCracken seconded the motion. All in favor. Motion passed.

Mr. Mazur went over the water main break that impacted the water that is provided to Ontelaunee Township to resell to their residents. He let the Board know of all the different steps that were taken to lessen the impact on the customers. In addition to the crew working to get the break fixed, RAWA supplied water to customers at 2 locations for the customers that were out of water for this extended time period. All customers and the township were extremely understanding and happy with the work done.

Engineers Report:

Mr. Carl thanked the Board of Directors for reappointing SSM as the Engineering Firm for another year. Mr. Murray expressed his gratitude for the work they have done. Mr. Scott said that they are in the process of submitting the Emergency Plan. All individual townships and boroughs will be meeting with comments and then the entire package will be submitted.

Attorney Stock expressed the need for an Executive Session for a Personnel discussion and no action will be required afterwards.

Next Meeting is February 19, 2019 at 4:00 pm

Executive session was called for personnel matter at 5:27 PM.

Executive Session adjourned 5:52 pm