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**Reading Area Water Authority
Board Meeting
Tuesday January 21, 2020**

The Board Meeting of the Reading Area Water Authority was held on Tuesday January 21, 2020 4:00 PM in the Board room of the RAWA Administration office, 1801 Kutztown Road, Reading PA 19604. Present were Chairman Steve Symons, Vice Chairman Reverend Steven McCracken, Dr. Phillip Dougherty, Mrs. Cecile Grimshaw, Executive Director Bill Murray, Attorney Ed Stock, Solicitor, Director of Maintenance and Operations Gary Phillips, Engineer Scott Carl.

Chairman Symons called the meeting to order at 4:05 pm.

No Public Comment

Attorney Stock took over the meeting for the reorganization of Board Members for 2020. Dr. Dougherty nominated Mr. Symons for Chairman of the Board. Mrs. Grimshaw seconded the motion. Nominations were closed. All in favor. Motion to appoint Mr. Symons as Chairman of the Board passed.

Dr. Dougherty nominated Reverend McCracken as Vice Chairman. Mrs. Grimshaw seconded the nomination. Nominations were closed. All in favor. Motion to appoint Reverend McCracken as Vice Chairman was passed.

Motion was made by Dr. Dougherty by acclamation to appoint all members of the Board of Directors as Assistant Secretary and Assistant Secretary, Motion seconded by Mr. Symons. All in favor. Motion passed.

Motion was made by Dr. Dougherty to nominate the Professional Services as follows, Spotts Stevens & McCoy as Engineering Group, Attorney Edwin Stock as Solicitor and RKL as Auditor. Motion was seconded by Mr. Symons. All in favor. Motion passed.

Chairman Symons asked for a motion to accept the December 17, 2019 Board Minutes as stated. Motion was made by Dr. Dougherty and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Chairman Symons asked for a motion to approve the December 17, 2019 Invoices to be paid as follows, General Fund in the amount of \$625,490.34, Capital Fund payments in the amount of \$112,783.14 and the Escrow Fund payments in the amount of \$16,477.88. Motion was made by Dr. Dougherty and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Mr. Thomas Beckett from NWF Financial reviewed the Bond Refinancing with the Board of Directors. Mr. Beckett was happy to present to the Board of Directors a report showing an over all savings of approximately \$9,000,000 over the period of time of the refinancing of the 2011 bonds. Mr. Beckett let the board know that once this is presented to City Council and approved, a motion to approve the refinancing will then be asked for. Solicitor Stock asked for a motion to authorize the expenditure of funds for the preliminary rating review, estimated cost of the review would be \$46,000. Motion was made by Reverend McCracken and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Chairman Symons let the Board know that he recently was in attendance to 4 Review Panel Meetings with customers where the continued results have been favorable for both parties.

Mr. Murray let the Board know that the monthly internal financial audit was completed and that everything balanced as expected. Mr. Murray asked for the Board for permission and a motion to approve the 2 Union rank and file contracts as negotiated and agreed upon. Reverend McCracken made the motion and Dr Dougherty seconded the motion. All in favor. Motion approved.

The annual Ethics Reports were handed out to the Board of Directors and are due by May 1, 2020.

Mr. Murray and Mr. Phillips reviewed the Water Loss report that is given to DEP annually. In the previous year's the water loss percentage was at about 25%, this month's percentage was at 16.7%. This decrease is contributed to the recent repairs done at the Filter Plant siphon chamber, which was a contributing factor, with a loss of 700,000 gallons of water per day. Mr. Symons asked what the industry standard is. Mr. Phillips told him 20% or less is the desired number.

Mr. Murray asked the board to accept the 2020 Chemical Bids. Reverend McCracken made a motion to accept the bids as presented and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Mr. Murray presented the following bids for purchase that were previously approved through the Capital

Budgeted: Hydraulic Hammer for \$13,900.00, Street Saw for 411,854.75 and the Phosphate Analyzer for \$17,109.83.

Dr. Dougherty made a motion to approve the purchases as presented, and Reverend McCracken seconded the motion. All in favor. Motion passed.

Mr. Scott Carl presented the Engineers Report. Mr. Carl let the Board of Directors know that the siphon Chamber final report had been received and that the approval of payment should be accepted. The release of the retainage, \$105,248.19 to PSI would then shift any future expenditures to be paid by the insurance company of SSM. Reverend McCracken made a motion to pay out the retainages to PSI, and any future expenditures would be the responsibility of SSM and their insurance carrier. Dr. Dougherty seconded the motion. All in favor. Motion passed.

Mr. Carol went over the Filter Bids, explaining that the low bid for this project did not have the experience or qualifications needed, so the seconded lowest bid, is being recommended. Eastern Environmental's bid of \$928,000 is being asked to accept, conditionally, pending the award of the CFA grant, and a letter of intent is being asked to be sent to Eastern Environmental by SSM Engineering. Motion made by Reverend McCracken and seconded by Dr. Dougherty. All in favor. Motion passed.

Solicitor Stock asked for a motion to be made for the authorization to execute the ISDA Master Agreement. Motion was made by Reverend McCracken and seconded by Dr. Dougherty. All in favor. Motion passed.

Solicitor Stock asked for an Executive Session to discuss legal litigation at 5:08pm., indicating to the attendees there would be no action being taken afterwards.

Executive session ended at 5:56 pm. Motion to adjourn made by Dr. Dougherty.