



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

READING AREA WATER AUTHORITY
BOARD MEETING
Held via ZOOM video conference at 4:00 PM
Tuesday, April 21, 2020

In attendance were Chairman McCracken, Vice Chairman Dr. Dougherty, Board member Mrs. Grimshaw, Executive Director Bill Murray, Solicitor Attorney Ed Stock, Engineer Scott Carl, Gary Phillips, Director of Maintenance and Operations, Anthony Reynolds, Distribution Superintendent, Suzanne Ruotolo, Administrator, Sandra Kieffer, Accounting Manager, Wendalin Marrero, HR, and Jeremy Long, The Reading eagle.

Meeting was brought to order at 4:00PM and the Pledge of Allegiance was conducted.

There was no public comment submitted.

Chairman McCracken asked for a motion to approve the RAWA Board minutes from February 24, 2020 and March 17, 2020. A motion was made by Dr. Dougherty and Seconded by Mrs. Grimshaw. All in favor. Motion passed.

Chairman McCracken asked for a motion to approve the April 21, 2020 Invoices for the General Fund in the amount of \$631,625.43, the Capital Fund in the amount of \$30,600.99 and the Escrow Fund in the amount of \$15,103.64. A motion was made by Dr. Dougherty and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Mr. Murray told the Board of Directors that the normal monthly Internal Audit had been reviewed by Suzanne Ruotolo and Wendalin Marrero and all accounts balanced. Mr. Murray told the Board that the Department reports were also all enclosed in their package for their review.

Mr. Murray gave an update on the progress of the remodeling of the Distribution area. He asked for the Chairman to approve the proposal from SSM to prepare the certified drawings

for the work that is to be completed in the distribution office at a cost of \$25,000.00. Chairman McCracken asked for a motion, Dr. Dougherty made the motion and Mrs. Grimshaw seconded. All in favor. Motion passed. Dr. Dougherty asked how long the project would take. Mr. Murray explained that the drawings should take about 3-4 weeks and once they are completed, there is a small amount of plumbing to be done and then a small amount of work will be contracted out. He will give a update at the next board meeting.

Mr. Murray gave an update on the current COVID-19 procedures that are being taken by RAWA. There has been work with the City of Reading's Administration to get the message out for the community to abide by the social distancing. The RAWA office has been all working and there are a few that had chosen to be out on their own.

Mr. Carl from SSM Engineering went over the monthly engineering report. He asked Chairman McCracken to make a motion to execute the contract for the paving contract with Construction Masters Services LLC in the amount of \$199,914.20. Mrs. Grimshaw made the motion to approve the execution of the contract, and Dr. Dougherty seconded. All in favor. Motion approved.

Mr. Carl let the Board of Directors know that the original Fluoride Grant was approved for RAWA at \$20,000, and he was recently notified that an additional \$5000.00 has been granted along with a deadline to use the grant money to June 26, 2020. Mr. Carl asked the Chairman to make a motion to approve the purchase of the new system from COSTARS at a cost of \$24,125.00. Dr. Dougherty made a motion to approve the purchase and Mrs. Grimshaw seconded. All in favor. Motion approved.

The Eastern Environmental Filter rehab bid hold period extension is now through 7/31/2020. The CFA Grant should be awarded by 7/14/2020 and the filter projects should then move forward once the bid hold period is over.

Attorney Stock asked the board to approve a resolution to move forward with allowing the RAWA admiration to apply for PEMA/FEMA grants for the COVID-19 pandemic and to allow Sandra Kieffer to be the point person. Motion made by Dr. Dougherty and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Next board meeting will be held May 19, 2020.

Motion made to adjourn meeting by Dr. Dougherty.