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READING AREA WATER AUTHORITY
BOARD MEETING

Held via ZOOM virtual conference ID 882 3056 2567 at 4:00 PM
Tuesday October 20, 2020

In attendance were Chairman Reverend Steven McCracken, Vice Chairman Dr. Phillip Dougherty, Board Members, Mrs. Cecile Grimshaw, Mr. Richard Carpenter, Mr. Jamal Abodalo, Mr. Earl Lucas, and Mr. Dan Luckey, RAWA Solicitor Attorney Edwin Stock, Executive Director Mr. Bill Murray, Director of Maintenance and Operations Mr. Gary Phillips, Distribution Superintendent Mr. Tony Reynolds, Administrator Mrs. Sue Ruotolo, Accounting Manager Mrs. Sandie Kieffer, Human Relations Manager Mrs. Wendalin Marrero, Plant Superintendent Mr. Patrick Bauer, Customer Service Manager Ms. Tracey Karish, Meter Manager Mrs. Amy Styer, Engineering Manager Mr. Yuri Evans, Mr. Brian Hassinger from SSM Engineering and Reading Eagle reporter Mr. Jeremy Long.

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

Chairman McCracken asked for a motion to approve the September 15, 2020 Board Meeting Minutes. A motion was made by Dr. Dougherty and seconded by Mr. Luckey. All in favor, Motion passed.

Chairman McCracken asked for a motion to approve the October 2020 invoices for the General Fund \$595,236.46, the Capital Fund for \$24,013.43, the Escrow Fund for \$27,140.58 and the Birdsboro Fund for \$220.00. Motion was made by Dr. Dougherty and seconded by Mrs. Grimshaw. All in favor. Motion passed.

Chairman McCracken said that he suggests that a formal Special Board Meeting be held to bring the new board members up to date on the pending litigation that RAWA is involved with. Mr. Murray said that dates and times will be sent out to everyone to help narrow down a time to meet.

Dr. Dougherty welcomed the newest board members and hopes to be able to meet in a more formal way in the near future. He also wanted them to know that the current board has been very supportive of the Executive Director and the work everyone has done on behalf of the citizens of Reading. Additionally, Dr. Dougherty asked Mr. Murray if he would reach out to Duke Realty on a water project that had been advertised recently in the paper in the Kutztown area. Mr. Murray said he would.

Mr. Abodalo also gave thanks to the RAWA personnel on a recent request for information and said he is very happy with the way that things are being done.

Mr. Murray presented the monthly financial documents to the board and let them know if they had any questions to please reach out to him.

Mr. Murray presented a Co-Stars quote for a 2020 Jeep Compass to be used for the engineering department in the amount of \$23,523.00 and indicated that this was on the 2020 Capital Budget in the amount of \$25,000. He asked the Chairman to request a motion to approve the purchase. Chairman McCracken asked for a motion to approve the purchase of the 2020 Jeep Compass in the amount of \$23,523.00. Mr. Luckey made a motion and Mrs. Grimshaw seconded the motion. Mr. Luckey asked Mr. Murray to look into electric vehicles in the future. Mr. Abodalo asked Mr. Murray about the general process of how RAWA handles the fleet of vehicles. Mr. Murray went over the process and the staff that handle the assigned vehicles. All in favor. Motion passed.

Mr. Murray went over his monthly report on the projects RAWA is currently involved in. He reviewed the grant approval from FEMA, the estimated meter reads that have been the lowest ever, indicating the importance of this in properly billing customers for water used, the recent settlement payment from the County of Berks, and a review of the SCADA equipment that is currently located at the Pagoda. He reviewed with the Board that a formal agreement with a lease payment to them should be looked into to assure RAWA the ability to have the equipment at this location. A discussion was had among the board members on other locations available.

Mr. Hassinger from SSM asked Chairman McCracken to request a motion to approve the payment to Heisey Mechanical in the amount of \$24,217.70 for the replacement of the 24" Butterfly Valve at the water treatment plant. A motion was made by Dr. Dougherty and seconded by Mr. Lucas. A discussion was had. All in favor. Motion passed.

Mr. Hassinger reviewed the Store Yard project and is recommending that MAS General Contractors, the low bid for the General, Electrical and Mechanical contracts be awarded to. Mr. Abodalo asked if the bid included prevailing wages. Mr. Hassinger said that yes, it is prevailing wages. Also Mr. Abodalo asked if the company is bonded. Mr. Hassinger said that they will be bonded for this project. Chairman McCracken asked for a motion to approve the award of project MAS General Contractors be awarded the General, Electrical and Mechanical contract. Mr. Luckey made the motion and Dr. Dougherty seconded the motion. All in favor. Motion passed.

Attorney Stock reviewed the project at Berks Park 183, a BCIDA project that RAWA is to provide water service to. He presented the Dedication of the system and the Easement agreement to be approved, indicating that there is a 18 month warranty on the system, and if any problems arise, BCIDA would be responsible for the repairs of the issues. Chairman McCracken asked for a motion to approve the sign and approve the Dedication and Easement agreements so that they can be filed. Mr. Luckey mad a motion and it was seconded by Dr. Dougherty. All in favor. Motion passed.

Chairman McCracken let the Board of Directors know the next board meeting would be held on November 17, 2020 at 4:00 PM.

Motion to Adjourn was made by Dr. Dougherty at 5:10 PM.