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READING AREA WATER AUTHORITY
BOARD MEETING
Held via ZOOM virtual conference at 4:00 PM
Tuesday April 20, 2021

In attendance were, Chairman Reverend Steven McCracken, Vice Chairman Dr. Phillip Dougherty, Board Members, Mrs. Cecile Grimshaw, Mr. Richard Carpenter, Mr. Jamal Abodalo, 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. Anthony Reynolds, Administrator Mrs. Sue Ruotolo, Human Resources Manager Mrs. Wendalin Marrero, Plant Superintendent Mr. Patrick Bauer, Engineering Manager Mr. Yuri Evans, Accounting Manager Mrs. Sandie Kieffer, Meter Reading Manager Mrs. Amy Styer, Customer Service Manager Ms. Tracey Karish, Mr. Brian Hassinger and Ralph Johnson from SSM Engineering. Absent was Mr. Earl Lucas.

Meeting was brought to order at 4:03 PM and the Pledge of Allegiance and moment of silence was observed. Public comment from Mr. Gary Wegman. Mr. Wegman brought up his property at 120 N 11th Street Reading PA. He wanted to ask for some relief on the bill due to his tenant's neglect in payments due to the current Covid situation. Chairman McCracken thanked Mr. Wegman for his comments and referred him to the Administrative staff to set him up for a Review Panel meeting to discuss it further. Mr. Wegman thanked the Board for their time.

Chairman McCracken asked for a motion to approve the February 18, 2021 and March 16, 2021 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 payment of the April 2021 invoices, for General Fund in the amount of \$393,219.77 Capital Fund in the amount of \$531,101.49 and the Escrow Fund in the amount of \$118,225.85. A motion was made by Mr. Abodalo and second by Dr. Dougherty to approve the payments of the April Invoices as presented. All in favor. Motion approved.

Chairman McCracken asked if there were any Board Member comments. Mr. Abodalo thanked the Administrator, Sue Ruotolo for helping him and his family in locating appointments to receive the covid19 vaccination. Mr. Luckey thanked administration for updating the prior board meeting minutes, Mr. Murray let the board know to please advise anytime they see something that should be corrected, and it will be handled.

Mr. Murray advised the Board that the monthly internal audit is included in their packet and if there are any questions please let him know.

Mr., Murray asked for a motion to approve the purchase of the Kubota Mower at a Co-stars price of \$11,654.15, that was originally budgeted and approved by the board for \$20,000. Dr. Dougherty made a motion to approve

the purchase of the Mower at a Co-stars price of \$11,654.15. Mrs. Grimshaw seconded the motion. All in favor. Motion passed.

Mr. Murray asked for a motion to approve the payment of \$443,520.00 to Eastern Environmental Contractors for the Filters #2 & #4. A motion was made by Mr. Abodalo and seconded by Dr. Dougherty. Mr. Abodalo asked if RAWA had received the payment application for the amount in question, Mr. Murray answered yes, Mr. Abodalo asked if it was also reviewed by our Engineer, Mr. Murray answered yes. Chairman McCracken asked if there were any other questions. Hearing none, a vote was called for, all in favor. Motion passed.

Mr. Murray asked for a motion to approve a payment to MAS contractors, the contractor for the work being done at the store yard. Motion was made by Dr. Dougherty and seconded by Mrs. Grimshaw to approve the payment. Mr. Abodalo asked if the items listed C, D and E were all included in the invoices approved to be paid in April. Mr. Murray explained, yes they are, but must all come to the board for approval. All in favor. Motion passed.

Mr. Murray reviewed the recent classes he attended on the Water Alliance Program through the University of Pennsylvania. He let the Board know it was very informative. Mr. Murray let the Board know that RAWA was offered a grant for the City of Reading to go over the water quality and environmental issues. Mr. Murray let everyone know that he has discussed this with Mayor Moran and the director of Public Works. They are all happy to be part of this. Once the grant is approved there will be a press release. Mr. Luckey asked for some information on the program.

Mr. Murray explained that he is working closing with the City of Reading Administration on organizing a one day pot hole blitz with public works and possibly other utilities to help make the roads better. There will be more information on this coming.

Mr. Murray went over the last months activities with main breaks. Additionally, he went over the current situation on the employees who have been vaccinated.

Mr. Murray asked the Board of Directors if the May Board meeting be pushed back to May 25th, 2021. All board members were okay with changing this meeting.

Dr. Dougherty asked about the use of the utility Van and asked how it is working out with the Distribution Crew. Mr. Reynolds let everyone know how having that utility van has been a great asset, helping provide more efficiency in going out on the roads fixing main breaks because everything they need is located in the van itself.

Mr. Abodalo made a comment to the group that he wanted to applaud the efforts of Mr. Murray getting involved with the Water Alliance and working on getting a grant through them for the programs.

Mr. Hassinger from SSM reviewed the contract that RAWA had for the pavement restoration. He stated that RAWA still had \$45,470 left in the 2020 contract. Mr. Hassinger asked the Board to approve a change order to extend the 2020 contract to June 15, 2021 at the same cost using the remaining money left in the contract. CMS will cover 6 pavement patches with this amount left in the contract. A motion was made by Mr. Luckey and seconded by Dr. Dougherty. Mr. Abodalo asked if the material costs would be affected. Mr. Hassinger stated no, the costs remain the same, it is just allowing more time to complete the projects. All in favor. Motion approved.

Mr. Johnson from SSM made a comment commending Mr. Murray and his team of RAWA employees. He wanted the Board of Directors to know he thinks very highly of the group of people working here.

Attorney Stock presented to the Board of Directors the Draft RFP's for professional services. The RFP's are for General Legal Services, Project Legal Services, Consulting Engineering, and Consulting Engineering Services for Assigned Capital Projects. Attorney Stock asked for any comments and or approval of these RFP's. Mr. Luckey wanted to make a comment that he would of liked to see a term limit on the appointed positions.

Mr. Murray said that it is a valid point, and that if there is a problem that the appointment can always be terminated. Mr. Abodalo made a motion to table this request and to further extend the services of Mr. Stock to 3 years. He explained his reasoning as to the legal positions we are in currently and that he would like to see Mr. Stock be the attorney until these issues have been resolved.

Mr. Luckey said that he would like to see a process. Mr. Abodalo agreed, but does not feel going through the training of a new solicitor as a benefit with the current legal issues.

Chairman McCracken said he would like to hold off and review the documents given. A motion to table the presentation and advertising of the RFP's was made by Mrs. Grimshaw and seconded by Mr. Luckey. All in favor. Motion to table approved.

Attorney Stock reminded everyone that the PA Financial Interest forms are due on May 1st and he would be happy to assist anyone that needs help filling it out.

Attorney Stock asked for an Executive session at 4:55 pm.

Meeting resumed at 5:09 pm. No action was taken after the Executive session.

Motion to adjourn at 5:10 pm by Dr. Dougherty.