

Reading Area Water Authority

Chairman
John Ulrich

Vice-Chairman
Dr. Thomas Brogan

Treasurer
Joseph Kuzminski

Secretary
Donna Glaze

Board Member
Vacant



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Executive Director
Dean A. Miller

Reading Area Water Authority
Stated Meeting
January 29, 2009

The Stated Meeting of the Reading Area Water Authority was held on Thursday January 29, 2009 at 4:00 PM in the Penn Room at City Hall, Reading, PA 19601.

Present were: Board Members; Mr. John Ulrich, Mr. Joseph Kuzminski, Mr. Thomas Brogan and Ms. Donna Glaze. Mr. Dean Miller, Contract Executive Director, RAWA. Ms. Susan Days, Chief Administrative Coordinator, RAWA. Mr. Thomas Weld, BCM Engineers. Mr. Kerry Heckman, Contracted Government Accountant. Mr. Michael Setley, RAWA Solicitor.

Mrs. Linda Himeback of Herbein & Company was present to discuss Reading Area Water Authority Audit ending fiscal year 2007. There were discussions regarding the audit.

Mr. Ryan Hottenstein, Managing Director City of Reading, Mr. Adam Mukerji Executive Director of the Reading Redevelopment Authority and Mr. Albert Boscov of Our City of Reading, were present to request waiving the tapping fees of the Double Tree Hotel Project that will be located on Penn Street. The Board informed Mr. Boscov that they would not be making a decision today however they would have an answer at the Workshop Session scheduled for February 10, 2009 at 4:00 PM.

A motion was made by Mr. Joseph Kuzminski and seconded by Ms. Donna Glaze to approve the minutes as presented of the January 5, 2009 Re-Organization Meeting. All in favor. Motion passed unanimously.

Financial Report:

- Invoices for January 2009: \$ 48,794.21
- Capital Invoices for January 2009: \$ 137,158.79
- Lease Payment February 2, 2009 \$1,123,136.58
- Previous Year Meter Surcharge \$ 106,250.00
- Current Year Meter Surcharge \$ 70,834.00

A motion was made by and seconded by Mr. Thomas Brogan seconded by Mr. Joseph Kuzminski to authorize the payment of the outstanding invoices as presented. Motion passed unanimously.

A motion was made by Mr. Joseph Kuzminski and seconded by Ms. Donna Glaze to authorize the payment of the lease payment to the City of Reading as stated in the Memo received by the City of Reading Accountant Manager. Motion passed unanimously.

Executive Directors Report: Mr. Dean Miller, Executive Director, discussed

- Distributed the PA State Ethic forms that need to be filled out and returned to the City Clerk Office before May 15, 2009.
- Was given notification that City Council appointed a new Board Member by the name of Raymond Schuenamann II to the Reading Area Water Authority.
- Received proposals from Reinsel Kuntz Leshner Accounting firm to act as the RAWA auditing firm for 2009.

There was discussion regarding the proposals. Mr. Setley added that the proposals were not received from dissatisfaction of the current auditing firm however more of a concern that the current auditor is the same auditor that the City of Reading uses as well as the RAWA's need to have an independent opinion. It was discussed that Mr. Kerry Heckman would contact Reinsel Kuntz Leshner and prepare an engagement letter for the February 10, 2009 Workshop Meeting.

Solicitors Report: Mr. Michael Setley, Solicitor, RAWA:

- Distributed to the RAWA Administration Office the updated forms regarding the new Open Records (Right to Know) Law that was effective January 1, 2009. The RAWA Administrative Office has displayed the forms and is currently following the law as set forth.
- Last Month the Board made a motion to approve an increase in Ms. Susan Days' salary in line with the similar positions within the Municipalities within the Commonwealth, and change her title with RAWA to Chief Administrative Officer
- Application for H2O Program for the Birdsboro water line project, the Cotton Street Relining Project and the Alum Tank project have been compiled and given to the Secretary of RAWA for signature.

Engineers Report: Mr. Thomas Weld, Engineer, RAWA:

- Landfill Cell 4 and 5 started (2) two weeks ago however has been delayed due to the weather.
- Alum Tanks at the Maiden Creek Filter Plant are in the final permit stages with the PADEP.
- Cotton Street Relining bid was held on January 22, 2009. Low bid for this project is Spinello in the amount of \$1,297,316.00.
- Drawings have been submitted for the 18th Ward Booster Station.
- Watersedge project is ongoing.
- Met with Reading School District regarding the meter replacement program. The sites will be inspected by the City of Reading Plumbing Inspector.
- Developer Projects are ongoing.

Discussion regarding the ongoing developer projects.

Discussion on cleaning the Northwest Reservoir. Mr. Weld stated this reservoir will not be taken out of service until the other reservoirs have been complete.

A motion was made by Mr. Thomas Brogan and seconded by Ms. Donna Glaze to approve Contract 27A, Cotton Street Relining Project to Spinello Company in the amount of \$1,297,316.00

A motion was made by Mr. Thomas Brogan and seconded by Mr. Joseph Kuzminski to adjourn the meeting. All in favor. Motion passed unanimously.

Meeting adjourned.

The Reading Area Water Authority Stated Meeting will convene on Tuesday, February 10, 2009 at 4:00 PM in the Penn Room, City Hall, Reading, PA.