

Reading Area Water Authority

Chairman
John Ulrich

Vice-Chairman
Thomas Brogan

Treasurer
Joseph Kuzminski

Secretary
Donna Glaze

Board Member
Raymond Schuenemann III



815 Washington St.
Reading, Pennsylvania 19601
Phone: 610-655-6251
Fax: 610-655-6379

Executive Director
Dean A. Miller

Reading Area Water Authority
Workshop Meeting
May 12, 2009

The Stated Meeting of the Reading Area Water Authority was held on Tuesday, May 12, 2009 at 4:00 PM in the Penn Room at City Hall, Reading, PA 19601.

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

Public Comment:

Mrs. Jennifer McMullen, Mr. Jason Benepe and Mr. John Fuimano, representatives of the Accounts Recovery Bureau (ARB) were present to introduce themselves to the RAWA Board of Directors. Mrs. McMullen took the time to introduce all that were in attendance to the newest personnel of the ARB whom represent RAWA with their daily work force. There was discussion of the progress that RAWA has made with the collections of the delinquent accounts since RAWA signed with the ARB. The RAWA Board thanked the ARB Representatives for attending the meeting.

Dr. Thomas Brogan, asked the Board if there were any comments or corrections to the Minutes of April 15, 2009. Mr. Michael Setley stated that the comment he wanted to bring to the Board's attention was at the last Board Meeting Mr. Setley had to excuse himself early to attend a previous engagement. After reviewing the minutes of April 15, 2009 he noted that a motion was made to adopt a resolution for the Double Tree Hotel. Mr. Setley asked if this was the intent. Dr. Brogan stated that the intent was to adopt the resolution to Double Tree only as not to lose revenue for the RAWA by adopting for all. Mr. Setley added that there was risk to applying a resolution to only one project. Mr. Schuenemann III stated that this was the intent and the Board understood the risks. After much discussion regarding the process in which the customers whom are requesting waving of their tapping fees, Ms. Days asked for clarification on when a customer requests the Administration Office to "waive" the tapping fees is she to then instruct the Administration Office to inform the customer that they are to address the Board directly for the Board to make the final determination. Mr. Schuenemann III stated yes.

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann III to approve the minutes as presented of the May 12, 2009 Workshop Meeting. All in favor. Motion passed unanimously.

Financial Report:

- Invoices for April 2009: \$ 66,521.44
- Capital Invoices for April 2009: \$ 386,006.71
- Lease Payment \$1,123,136.58
- Prior Year Surcharge \$ 106,250.00
- Current Meter Surcharge \$ 70,834.00

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

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann to authorize the payment of the lease payment for the month of May, 2009 as presented. Motion passed unanimously.

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

- Pennvest Green Projects
- Pennvest Letter of Responsibility
- Pennvest Reimbursement Resolution for Project Costs
- Resolution to Borrow for Pennvest
- Sediment Sampling Proposals letter of Recommendation from SSM
- Customer Complaint Forms
- Airport Authority Water System
- Cotton Street Relining Project
- Bids for proposed dredging of Lake Ontelaunee.
- Reading School District Meter Change out Program
- Capital 2009 Approval

There was discussion regarding the Pennvest Funds and the Federal Stimulous Program.

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann to adopt a resolution to apply for the Pennvest Green Project and authorize the Chairman of the Board to sign as Executive on all documents and execute the statement for disbursement. All in favor. Motion passed unanimously.

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann to approve the bid results presented by Normandeau and Associates as recommended by Spotts, Stevens and McCoy Engineers. All in favor. Motion passed unanimously.

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann to approve the Capital 2009 Project Plan as presented to the Board of Directors. All in favor. Motion passed unanimously.

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

- Cotton Street Relining Project.
- Reading School District Meter Change out Program
- Revised Permit for Cell # 5. Bid will be held on May 21, 2009
- Applied for Permit to begin work at the 18th Ward Booster Station

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

- Identity Theft Program
- Birdsboro Municipal Authority has requested a “firm” agreement from the RAWA to the BMA. This agreement will be presented to the RAWA Board for approval and must be delivered to the BMA no later than June 1, 2009.

A motion was made by Mr. Joseph Kuzminski and seconded by Mr. Raymond Schuenemann III to adopt the Identity Theft Prevention Program as presented to the Board of Directors effective April 30, 2008. All in favor. Motion passed unanimously.

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

Meeting adjourned.

The Reading Area Water Authority Stated Meeting will convene on Tuesday May 28, 2009 at 4:00 PM in the Penn Room, City Hall, Reading, PA.