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READING AREA WATER AUTHORITY  
BOARD MEETING  
4:00 PM  
December 16, 2025

In attendance were Chairman Rev. Steven McCracken, Mr. Daniel Luckey, Mrs. Cecile Grimshaw, RAWA Solicitor Attorney Edwin Stock, Executive Director Mr. Bill Murray, Director of Operations and Maintenance Gary Phillips, Director of Asset Management Yuri Evans, Distribution Manager Anthony Reynolds, Administrator Suzanne Ruotolo, Plant Superintendent Patrick Bauer, Lake Ontelaunee Manager Michael Reider, Customer Service Manager Tracey Karish, Human Resources Manager Wendalin Marrero, Meter Reader Manager Amy Styer, Dan Standish from SSM Engineering, Matt Kozlowski from Caselle, Absent was Vice Chairman Mr. Richard L. Carpenter and Mrs. Tressa Jefferson. In the audience via zoom Noah Green.

The meeting was brought to order at 4:02 PM. The Pledge of Allegiance and moment of silence was observed.

No Public Comment

Chairman McCracken turned the floor over to Mr. Kozlowski for the presentation of the 2026 Budget. Mr. Kozlowski advised the 2026 Budget is a balanced Budget with an increase of 2% on the water rate, there is a 10% increase on health care cost. There is slight increase in chemical costs of 8%. Mr. Kozlowski advised the debt obligations increase only \$5,000.00 for 2026 the Authority is still benefiting from the refinance of 2020 in keeping the debt payment consistent. Mr. Kozlowski wanted to mention to the Board the change in the collections and delinquent collection made at RAWA, the total receivables: money owed to the Authority and the City for sewer, trash and recycling, is down \$916,000.00 from last year but the billed is up \$766,000.00 this year compared to last year. Mr. Kozlowski stated we billed more at \$766,000.00 but are owed less at \$916,000.00 advising this can only be a testament from the RAWA Team in the change on the collection side in changing the way we go after the delinquent accounts, setting up more payment plans and by not sending the accounts to a collection agency we are not paying the additional fees for the collecting the money in house. He stated the RAWA Team is doing a better job at collecting the money at less cost. Mr. Murray advised we are starting to pursue the liens as part of the process. Mr. Luckey stated he noticed the Special Counsel is \$700,000.00, and wants to know more, stating it is the same amount as before. Mr. Kozlowski advised the Special Counsel line item did increase from last year this is for the ongoing litigation. Mr. Luckey stated he wanted to make sure and if this continues this is quite a bit of money so far. Mr. Murray advised he agrees with Dan on the expenses and feels we should be getting into court soon. Mr. Kozlowski finished stated the Capital Budget is also attached and these are the projects the department managers have identified this are key things to accomplish in 2026. Mr. Kozlowski stated he believes the Authority is sitting in a very good financial situation due to how operations have been managing over the past few years. Chairman McCracken asked for a motion for approval of the 2026 Budget, a motion was made by Mrs. Grimshaw and seconded by Mr. Luckey. All in favor, motion passed.

Chairman McCracken asked for a motion to approve the minutes from November 18, 2025. Mrs. Grimshaw made a motion to approve the minutes, and Mr. Luckey seconded the motion. All in favor. Motion approved.

Chairman McCracken asked for a motion to approve the Board Meeting Dates for 2026. Mrs. Grimshaw made a motion and seconded by Mr. Luckey. All in favor, motion approved.

Chairman McCracken asked for a motion to approve the December Invoices for Payment as follows, General Fund in the amount of \$585,171.10 the Capital Fund in the amount of \$132,453.47 and the Escrow Fund in the amount of \$3,216.75. Mrs. Grimshaw made a motion to approve payment of the invoices and Mr. Luckey seconded the motion. All in favor. Motion approved.

Chairman McCracken asked if the Board Members had anything to report:  
Mrs. Grimshaw wanted to know how we are with the weather and the drought situation. Mr. Murray advised there really has been no change with precipitation and few inches of snow, we are stable and are in a better position than last year. Mr. Luckey wished everyone a Merry Christmas and a Happy New Year.

Mr. Murray advised the internal audit was conducted by himself this month.

Mr. Murray advised the department reports are in the board packet.

Mr. Murray stated the Approval of 17<sup>th</sup> Street Steel Standpipe, stating this is a Capital Expense at \$823,675.00. Mr. Murray asked Pat Bauer to explain. Pat advised as part of last years Capital project was to inspect all of the reservoirs, this one had some concern with the structural components of the roof. Pat stated the cost of a new tank and the land around it is estimated at \$3 million dollars we feel the repairs and the maintenance program we are setting up come in over ten years about 1million dollars, so this is a significant savings. The repairs will be interior and exterior blasting, coating the interior, repairs to the struts that are holding up the roof, along with compliance and engineering. Pat advised this was already approved in the Capital budget but due to the cost they wanted to bring it up again. Chairman McCracken asked for a motion to approve the 17<sup>th</sup> Steel Standpipe Support, a motion was made by Mrs. Grimshaw and seconded by Mr. Luckey, all in favor, motion approved.

Mr. Murray provided an update on the Lancaster Ave main break. Advised to keep in mind this road was recently milled and repaved. He advised it took an excessive amount of time to get the shutdown. So, the decision was made to install new valves. Mr. Murray advised the repairs to be made and then we replaced three significant valves, that will help control the area for future issues.

Mr. Murray advised the 2025 Holiday Parade once again RAWA won first place for best float. He stated the best part about this is there were 80 total people in the parade, employees and their families. So, we wanted to do something more. Sue advised that on Monday from 5pm to 7pm we invited everyone and their families to come and meet Mr. and Mrs. Santa Clause, and have refreshments, pictures and gifts for the kids to show our appreciation. Mr. Murray advised Representative Guzman to donate food for us, if you have the time swing in and say hi. Mr. Murray advised of the 80 people here it really is all about the kids.

Mr. Standish advised the Engineers Report was submitted and there are no further actions.

Solicitor Ed Stock advises we have been asked to sign an Estoppel Certificate related to Core 5. Core 5 is apparently selling the property, we have an agreement with Core 5 called the water improvements and service agreements, the buyer wants some assurance that the agreement is in effect and Core 5 is not in default under the agreement. Mr. Stock advised agreement is still in effect and Core 5 is not in default, he is requesting authorization for Executive Director Mr. Murray to sign and then we can submit it to the interested parties. Chairman McCracken asked for a motion to approve the certificate for Mr. Murray to sign. A motion was made by Mrs. Grimshaw and seconded by Mr. Luckey. Mr. Murray wanted to make a comment stating Core 5 was designed to be larger than what is in use right now, we have been approached by a developer a few miles up the road for possible expansion. All in favor, motion passed.

Solicitor Stock advised an Executive Session is needed.

Executive Session was entered at 4:31 pm

Regular Session resumed at 4:47 pm no action items were needed.

Chairman McCracken stated the next Board Meeting will be on January 14, 2025.

Chairman McCracken asked for a motion to adjourn, a motion was made by Mr. Luckey and Mrs. Grimshaw at 4:48 pm.