

Board Meeting of 1/11/2012

North Wales Water Authority

The business meeting of the Authority Board of Directors was called to order by the Board Chair, Mrs. Joan Nagel, at 5:00 pm. January 11, 2012, in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania, ~~18944~~. 19454 *D*

Pledge of Allegiance & Roll Call:

Attendee Name	Organization	Title	Status
Joan Nagel	North Wales Water Authority	Chair	Present
Albert Tenney	North Wales Water Authority	Vice Chair	Present
Carene Makinson-Sanders	North Wales Water Authority	Secretary	Present
Herbert Kavash	North Wales Water Authority	Treasurer	Absent
Donna Mengel	North Wales Water Authority	Asst. Treasurer/Secretary	Present
Robert C Bender	North Wales Water Authority	Executive Director	Present
Raymond J Berry	North Wales Water Authority	Director of Operations	Present
Christine Lezoche	North Wales Water Authority	Director of Finance	Present
Michael P Clarke, Esq.	Rudolph, Clarke & Kirk LLC	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering Corp	Authority Engineer	Present
Melissa Fiala	Rudolph Clarke & Kirk LLC	Authority Solicitor	Present

Reorganization

A letter was recognized from the North Wales Borough manager confirming that Mr. Tenney was reappointed by the North Wales Borough for another 5 year term as a member of the Authority Board. Mr. Tenney was then congratulated and seated.

The Executive Director, acting as temporary Chair, entertained a motion for appointments to the Board. Upon motion by member Mengel, seconded by member Tenney, the Board voted unanimously to reappointment all members to their existing positions as follows:

Joan H. Nagel is reappointed as Chair

Albert Tenney is reappointed as Vice Chair

Carene Makinson-Sanders is reappointed as Secretary

Herbert Kavash is reappointed as Treasurer

Donna Mengel is reappointed as Assistant Secretary/Treasurer

Upon a motion by member Sanders, seconded by member Tenney the Board unanimously voted to reappoint the following professionals, pursuant to the terms and conditions outlined in their letters of engagement:

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Michael P. Clarke, Esq. of Rudolph Clarke & Kirk LLC - pursuant to the terms and rates as outlined with in the engagement letter dated 12/27/2011.

Kenneth Heydt PE of Carroll Engineering Corp - pursuant to the terms and rates as outlined with in the engagement letter dated 12/27/2011.

Christopher Gibbons of Concord Public Finance - pursuant to the terms and rates as outlined with in the engagement letter dated 01/04/2012.

Motion by member Tenney and seconded by member Mengel to maintain the meeting schedule of the NWWA Board of Directors as the second and fourth Wednesday of the month, with the exception of December being the 1st and 3rd Wednesdays of the month, with all meetings starting at 5:00 pm to be held at the Authority office, unless otherwise advertised. The motion was unanimously carried.

Minutes Approval

Upon a motion by member Mengel, seconded by member Sanders to approve the minutes of December 7, 2011. The motion was unanimously approved.

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney		x			
	Carene Makinson-Sanders	Seconded	x			
	Herbert Kavash					x
	Donna Mengel	Initiator	x			

Public Comment - No public was in attendance

Bids & Contracts-

Mr. Bender asked for approval for the following two projects noting that both projects were included in the approved budget.

A. E-0979N Penllyn Area Water Main Replacement

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney	Initiator	x			
	Carene Makinson-Sanders		x			
	Herbert Kavash					x
	Donna Mengel	Seconded	x			

B. E-0978N Cedar Hill Rd Water Extension

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney	Seconded	x			
	Carene Makinson-Sanders		x			
	Herbert Kavash					x
	Donna Mengel	Initiator	x			

C. The Board was next requested to approve the following Professional Services Contract E-0976 for the Dion Tract a 24 unit subdivision

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		X			
	Albert Tenney	Initiator	X			
	Carene Makinson-Sanders		X			
	Herbert Kavash					x
	Donna Mengel	Seconded	X			

D. Mr. Bender then requested approval of the Easement Agreement for Chalfont Chemical Fire Engine Company, for the Fire Siren on the NWWA Chalfont property, allowing entry for maintenance of the fire company siren.

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		X			
	Albert Tenney	Seconded	X			
	Carene Makinson-Sanders		x			
	Herbert Kavash					x
	Donna Mengel	Initiator	x			

Resolutions-

The Board was requested to approve Resolution 2012-01 authorizing disposal of certain municipal records per the Pennsylvania Municipal Records Retention manual. Upon motion by member Mengel, seconded by member Sanders Resolution 2012-01 for disposition of municipal records was approved.

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney		x			
	Carene Makinson-Sanders	Seconded	x			
	Herbert Kavash					X
	Donna Mengel	Initiator	x			

Solicitor's Report

Mr. Clarke asked the Board for approval of Resolution 2012-02 authorizing the Solicitor and NWWA staff to execute all documents needed to facilitate a settlement in the amount of \$583,645.00. This refund is part of a government lawsuit against Wachovia/Wells Fargo Bank related to improprieties in their method of calculating interest and misdirecting investments impacting Oct 2002 Authority Bonds. Mr. Clarke stressed that the litigation did not claim any wrongdoing by the Authority, its Board of staff and instead was centered on investments by and interest rates returned by the bank.

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney	Initiator	x			
	Carene Makinson-Sanders		x			
	Herbert Kavash					x
	Donna Mengel	Seconded	x			

Engineer's Report

Mr. Heydt thanked the Board for reappointment.

Operations Report

Mr Berry presented the month end operations and Forest Park reports and reported that nothing was out of the ordinary. He did note that we are in a 10 year low for water consumption. Mr. Berry pointed out that the Authority well consumption has been added to the summary report as requested by Mr. Kavash. A new I & I report was reviewed. This report is a work in progress. Mr. Bender stated that he would like to make a presentation to the local business owners about the I&I program. The Board concurred.

C. Certificate of Completion and Dedication of Improvements for E-0858 Center Square Assoc.

Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
X Accepted	Joan Nagel		x			
	Albert Tenney	Seconded	x			
	Carene Makinson-Sanders		x			
	Herbert Kavash					X
	Donna Mengel	Initiator	x			

Bills, Requisitions & Refunds Approval:

Mrs. Lezoche distributed the Forest Park audit report and stated that the Authority audit draft is being reviewed at this time and the auditors had nothing to report for their management review. Mrs Lezoche stated that there was nothing out of the ordinary in the bills, reviewed the listings, and recommended and requested approval to pay all bills and process all requisitions, as presented.

- a. **Approval of Bills , Requisitions & Refunds of 12/07/2011 in the amount of \$ 178,539.81**
- b. **Approval of Bills , Requisitions & Refunds of 12/14/2011 in the amount of \$ 166,568.83**

- c. Approval of Bills , Requisitions & Refunds of 12/21/2011 in the amount of \$ 175,635.53
- d. Approval of Bills , Requisitions & Refunds of 01/04/2012 in the amount of \$ 169,333.39

Vote Record –						
			Yes/Aye	No/Nay	Abstain	Absent
x Accepted	Joan Nagel		x			
	Albert Tenney	Seconded	x			
	Carene Makinson-Sanders		x			
	Herbert Kavash					x
	Donna Mengel	Initiator	x			

Executive Director’s Report

Mr. Bender noted that letter that was received from the Wissahickon Watershed regarding their interest in the WWTP land after the decommissioning of the plant. It was decided to respond, noting that at this time there has been no decision made regarding what to about the land and that the NWWA will continue to consider their interest in the property.

Mr. Bender gave an update on the progress of the Buck County Water Transmission Main project, noting that due to time constraints, the group has obtained the services of Mr. Mark Elser as an independent contractor to assist with gathering information and negotiating easements and rights of way needed to commence design. The costs will be made part of the project being shared by of all three entities involved. The Board concurred with this decision.

Adjournment:

There being no further business before the Board, upon motion by Ms. Mengel, seconded by Mrs. Sanders, the meeting was adjourned at 5:55 pm. All present voted in favor.

Respectfully Submitted,

Carene Makinson-Sanders, Secretary