

**North Wales Water Authority
Board of Directors Meeting
Minutes of 1/13/2016**

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA Offices, 200 W. Walnut Street, North Wales, PA., 19454, and was called to order at 5:00 p.m.

Pledge of Allegiance:

Mrs. Nagel led all in attendance in the Pledge of Allegiance

Reorganization:

Mrs. Nagel asked Mr. Bender to temporary assume the Chair for the purpose of initial reorganization functions pertaining to Board positions. Mr. Bender then requested nominations for 2016 Board positions.

Upon motion by member Mengel, seconded by member Tenney, and as there were no further nominations presented, the Board voted to reappoint all Board members to their prior and existing positions as follows:

- Joan H. Nagel, Esq. - reappointed as Board Chair
- Albert S. Tenney - reappointed as Vice Chair
- Donna L. Mengel - reappointed as Secretary
- Herbert W. Kavash - reappointed as Treasurer
- Gregory J. D'Angelo - reappointed as Assistant Secretary/Treasurer

Vote Record

			Yes/Aye	No /Nay	Abstain	Absent
x Approved						
Tabled	Mrs. Nagel		x			
Failed	Mr. Tenney	Seconded	x			
	Ms. Mengel	Initiated	x			
	Mr. Kavash					x
	Mr. D'Angelo		x			

Mrs. Nagel reassumed the position of Chair, and requested any further nominations.

Upon motion by member Mengel, seconded by member Tenney, the Board voted to reappoint authority consulting professionals, and to approve the terms and rates outlined within their engagement letters, as follows:

- Solicitor: Rudolph Clarke LLC, Michael P. Clarke, Esq.
- Consulting Engineers: Carroll Engineering, Kenneth E. Heydt, P.E.
- Financial Consultant: Concord Public Finance, Christopher Gibbons
- Water/Sewer System Consultant: Howard Woods & Associates, Howard Woods.

Vote Record

			Yes/Aye	No /Nay	Abstain	Absent
x Approved						
Tabled	Mrs. Nagel		x			
Failed	Mr. Tenney	Seconded	x			
	Ms. Mengel	Initiated	x			
	Mr. Kavash					x
	Mr. D'Angelo		x			

Upon motion by member Tenney, seconded by member Mengel, the Board voted to establish the regular business meetings of the NWWA Board of Directors for 2016/2017, as follows, with all meetings starting at 5:00 pm, and held at the Authority business office, unless otherwise publicly advertised.

- January 13th & 27th
- February 10th & 24th
- March 9th & 23rd
- April 13th & 27th
- May 11th & 25th
- June 8th & 22nd
- July 20th
- August 17th
- September 14th & 28th
- October 12th & 26th
- November 16th
- December 14th
- January 11th, 2017 – Reorganization Meeting

The reorganizational portion of the meeting was concluded at this point.

Regular Business Meeting.

Roll Call:

Roll call was taken and recorded as follows:

<u>Attendee Name</u>	<u>Organization</u>	<u>Title</u>	<u>Status</u>
Joan H. Nagel	NWWA	Chair	Present
Albert S. Tenney	NWWA	Vice Chair	Present
Donna L. Mengel	NWWA	Secretary	Present
Herbert W. Kavash	NWWA	Treasurer	Absent
Gregory J. D'Angelo	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Brad S. Fisher, P.E.	NWWA	Director of Eng. / Ops.	Present
Christine Lezoche	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Executive Session Report

None at prior meeting

Approval of Minutes:

The Board next considered approval of the Minutes of 012/16/2015. Upon a motion of member Tenney, seconded by member Mengel, the minutes were approved, noting that the referenced second amendment pertaining to the BCWSA agreement had also been approved by the North Penn Water Authority.

<input type="checkbox"/> Vote Record						
			Yes/Aye	No /Nay	Abstain	Absent
x	Approved					
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	x	Initiated		

	Ms. Mengel	Seconded	x			
	Mr. Kavash					x
	Mr. D'Angelo		x			

Public Comment:

There was no public comment.

Resolutions:

None scheduled for action this meeting

Bids and Contracts:

Mr. Fisher presented the annual material bids. He requested the Board approve a motion to accept the lowest qualified bids, and to award contracts for the purchase of materials and services as publicly advertised and bid through the Penn-Bid electronic bidding process, as follows:

Contract 532-16-01 - awarded to LB Water with a three year term ending 2/28/19.

Contract 530-16-02 - awarded to LB Water with a one year term ending 2/28/17.

Contract 530-16-03 - awarded to Hajoca with a one year term ending 2/28/17.

Contract 530-16-04 - awarded to Hajoca with a three year term ending 2/28/19.

No bids were received for contract 530-16-05.

Upon a motion by member D'Angelo, seconded by member Tenney the contracts were approved as recommended, with all bid document retained in authority files.

Vote Record

x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	Seconded	x		
		Ms. Mengel				
		Mr. Kavash				x
		Mr. D'Angelo	Initiator	x		

Solicitors Report:

Ms. Fiala presented a Deed of Dedication of public water easements and the extension letter for E-1007, Tax Parcel 46-00-00556-00-1, the Todi Foundation, Montgomery Township. Upon motion of member Mengel, seconded by member Tenney, the agreements was approved.

Vote Record

x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	Seconded	x		
		Ms. Mengel	Initiator	x		
		Mr. Kavash				x
		Mr. D'Angelo		x		

Ms. Fiala next presented to the Board an Agreement of Sale for the authority parcel located at 201 West Walnut Street, for the appraised value of \$50,000.00. It was noted that the lot had been purchased by the Authority many years ago for a future use as additional Authority parking facilities, but that due to public opposition, the proposed use has been abandoned, and the property has become surplus and of no future value to the authority. Upon motion of member Mengel, seconded by member Tenney, the request was approved.

<input type="checkbox"/> Vote Record						
x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	Seconded	x		
		Ms. Mengel	Initiated	x		
		Mr. Kavash				X
		Mr. D'Angelo		x		

Ms. Fiala next presented the Board a termination of lease and equipment transfer agreement for Cricket Wireless, for NWWA tank sites in Whitpain and New Britain Townships. Upon motion of member Tenney, seconded by member D'Angelo, the motion was passed, as presented.

<input type="checkbox"/> Vote Record						
x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel		x		
	Failed	Mr. Tenney	Initiator	x		
		Ms. Mengel		x		
		Mr. Kavash				X
		Mr. D'Angelo	Seconded	x		

Engineers Report:

Mr. Heydt presented payment application #3 for Doli Construction, in the amount of \$85,683.34, for work completed pursuant to Contract 530-15-07.

Upon motion of member Tenney, seconded by member Mengel, the motion was passed, as presented.

<input type="checkbox"/> Vote Record						
x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel		x		
	Failed	Mr. Tenney	Initiator	x		
		Ms. Mengel	Seconded	x		
		Mr. Kavash				X
		Mr. D'Angelo		x		

Operations Report:

Mr. Fisher reviewed the monthly operations report, then further updated the Board on the West Walnut Street project. Mr. Fisher next presented a Certificate of Completion and Dedication of Improvements for E-0879 for Amberly at Blue Bell, for the development on Morris Rd in Whitpain Township.

Upon a motion by member Mengel, seconded by member D'Angelo the certificate was approved.

<input type="checkbox"/> Vote Record						
x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel		x		
	Failed	Mr. Tenney		x		
		Ms. Mengel	Initiator	x		
		Mr. Kavash				X
		Mr. D'Angelo	Seconded	x		

Bills & Requisitions Approval:

Mrs. Lezoche that there were no payments or activities out of the ordinary on the bills listings and recommended and requested approval to pay all invoices, to process all refunds, and to transfer and/or requisition funds, as presented.

- a. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 12/18/2015**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 12/22/2015**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 12/29/2015**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 1/6/2016**

Payment of the bills presented was approved by the Board in accordance with the following roll call vote:

Roll Call Vote Record

		Yes/Aye	No/Nay	Abstain	Absent
x Approved Tabled Failed	Mrs. Nagel	x			
	Mr. Tenney Initiator	x			
	Ms. Mengel Seconded	x			
	Mr. Kavash				X
	Mr. D'Angelo	x			

Executive Directors Report:

The Executive Director updated the Board of the status of the Annual Report, reminded the Board about the Library event on 1/23, briefed the Board on an issue with citizen complaints about turkey vultures taking roost on the Upper Dublin water tank, confirming his appointment to the Bedminster Township Municipal Authority Board – confirming that there would be no conflict of interests as we did not contract with that entity, and that he has asked the engineers to look into the problem with balancing the HVAC system in the Walnut Street office complex, answering questions as needed. No official Board action was requested or taken on any of the above.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member D'Angelo the meeting was adjourned at 5:56 pm.

All present voted in favor.

Respectfully Submitted

Donna L Mengel, Secretary