

**North Wales Water Authority
Board of Directors Meeting
Minutes of 02/10/2016**

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.

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 |
| Bradley S Fisher PE | NWWA | Dir of Engineering/Ops | Present |
| Christine Lezoche | NWWA | Director of Finance | Present |
| Michael Clarke, Esq. | Rudolph Clarke | Authority Solicitor | Present |
| Kenneth Heydt PE | Carroll Engineering | Authority Engineer | Present |
| Melissa Fiala Esq. | Rudolph Clarke | Authority Solicitor | Present |

Chair Nagel noted that Mr. Kavash was excused from attendance, but available by phone, if needed.

Executive Session Report

None at prior meeting.

Approval of Minutes:

The Board considered approval of the Minutes of January 13th, 2016. Upon a motion of member Mengel, seconded by member D'Angelo, the minutes were approved as presented.

| <u>Vote Record</u> | | | | | | |
|---------------------------|-----------------|--|----------------|----------------|----------------|---------------|
| x | Approved | | Yes/Aye | No /Nay | Abstain | Absent |
| | Mrs. Nagel | | x | | | |

| | | | | | |
|--------------|-----------|---|--|---|--|
| Mr. Tenney | | x | | | |
| Ms. Mengel | Initiated | x | | | |
| Mr. Kavash | | | | x | |
| Mr. D'Angelo | Seconded | x | | | |

Public Comment: No Public Present

Resolutions:

Ms. Fiala reviewed Resolution 2016-01, for an updated Identity Theft Protection Policy. She informed the Board that FTC requires the policy to be reviewed periodically, noting that only minor changes were required this year. Upon a motion of member D'Angelo, seconded by member Tenney, the resolution was approved as presented.

Vote Record

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

Bids and Contracts:

No bids or contracts this meeting.

Solicitors Report:

Ms. Fiala informed the board that she was working on some easement issues for the former Wastewater treatment plant site. She also informed the Board she was working on a RTK request with Mr. Bender, a pending acquisition agreement, as well as assisting with updates to the Forest Park operating agreement, policy manual, and an update to the Rules and Regulations.

Engineers Report:

Mr. Heydt informed the board that he was preparing to advertise the bid for the Virginia Drive project in the next few weeks, and that he would be proceeding with the required legal advertisements, public bidding, bid openings, and bidding tabulations. The Board will then be provided with the bidding results for review and action at a future meeting.

Operations Report:

Mr. Fisher reviewed the monthly operations report, noting that other than some excessive snow removal activities, all water flows and operational activities were with the normal ranges.

Bills & Requisitions Approval:

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

- a. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 01/13/2016
- b. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 01/20/2016
- c. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 01/27/2016
- d. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 02/03/2016

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

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

Executive Directors Report:

Mr. Bender reviewed the Department of Agriculture Wildlife Management Services Agreement for Fort Washington Storage Tank, noting that these services should resolve the concerns presented by Upper Dublin Township.

Executive Session:

The Board held a brief executive session at the request of the Executive Director, at which time they were updated on a matter of pending litigation, as well as a potential real estate negotiation. The Board was not requested nor took any formal action or vote on either issue.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member Tenney the meeting was adjourned at 5:32 pm.

All present voted in favor.

Respectfully Submitted


Donna L. Mengel, Secretary