

**Board Meeting of 02/22/2012**

**North Wales Water Authority**

**Minutes**

The business meeting of the Authority Board of Directors was called to order by the Board Chair, Mrs. Joan Nagel, at 5:00 p.m. on February 22, 2012, in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania, 19454

**Pledge of Allegiance & Roll Call:**

| <b>Attendee Name</b>    | <b>Organization</b>         | <b>Title</b>              | <b>Status</b> |
|-------------------------|-----------------------------|---------------------------|---------------|
| 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                 | Present       |
| 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       |

**Minutes Approval**

Upon motion by member Mengel, seconded by member Tenney, the minutes of February 8, 2012 were approved by a 4-0 vote.

| <b><u>Vote Record - Minutes</u></b> |                         |           |                |               |                |               |
|-------------------------------------|-------------------------|-----------|----------------|---------------|----------------|---------------|
|                                     |                         |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
| 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-**

Motion to Award the annual material bids that were obtained through the Penn BID system on 2/01/2012, to the lowest responsible vendor in each category, as presented.

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

**Resolutions** - None this meeting

**Solicitor's Report**

Mr. Clarke had nothing to report at this time

**Engineer's Report**

Mr. Heydt had nothing to report at this time

**Operations Report**

Mr. Berry reviewed the month end operations reports and gave an update on the Forest Park Operating meeting that took place on 02/21/2012. He also reported that the residential phase of the I & I program should be completed by the end of the month and that the next phase will involve viewing the sewer lines in the system.

**Bills, Requisitions & Refunds Approval:**

Mrs. Lezoche stated that she had reviewed the bills listings, and that there was nothing out of the ordinary in the bills, recommending and requesting approval to pay the bills, process all refunds and to requisition, all funds, as presented. This request was approved as follows;

**a. Approval of Bills , Refunds, Transfers and Requisitions List dated: 02/09/2012**

Upon approval, the Board Chair signed the list.

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

Mrs. Lezoche received the final audit report from the auditors and distributed them to the Board for review. Mr. Bender, Mrs. Lezoche and Mr. Kavash all met with the auditors for an exit interview and all areas of the audit were clear.

**Executive Director's Report**

Mr. Bender reported that the next phase in the Forest Park expansion program will be a determination of the pump modifications and surge tank required resultant of the BCWSA water purchase. Mr. Bender stated that he expects to have additional information by the next meeting.

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Mr. Bender then asked the Board to proceed with the acquisition of a used Sewer TV truck that has become available from Whitpain Twp. Upon a motion by member Tenney, seconded by member Kavash, Mr. Bender was authorized to proceed with the purchase of the vehicle. All present voted in favor.

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

**Adjournment:**

There being no further business before the Board, upon motion by Mr. Kavash, seconded by Mrs. Sanders, the meeting was adjourned at 5:25 pm. All present voted in favor.

Respectfully Submitted,



Carene Makinson-Sanders, Secretary