

**North Wales Water Authority  
Board of Directors Meeting  
Minutes of 03/08/2017**

**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	Present
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	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Ms. Mengel was delayed and arrived at 5:20 pm

**Executive Session Report**

None at prior meeting

**Approval of Minutes:**

The Board next considered approval of the Minutes of 02/08/2017. Upon a motion of member Tenney, seconded by member D'Angelo, the minutes were approved as written.

**Vote Record**

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

**Public Comment:**

There was no public comment.

**Resolutions:**

None this meeting

**Bids and Contracts:**

Mr. Fisher presented the annual material bid for a period of 1 year ending 02/28/2018, for Item 1.11 Backflow Preventers, with an award to HD Supply Waterworks. Upon a motion by member Tenney, seconded by member D’Angelo, the bid and contract was approved as recommended.

**☑ Vote Record**

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

**Solicitors Report:**

Ms. Fiala presented the Motion to approve a revised Forest Park (FP) revenue redistribution, as discussed and recommended at the prior FP Operating Committee meeting of 02/21/2017. (Copy attached) Mr. Bender noted that it does not increase rates, and only changes the distribution of revenues to increase FP capital improvement funding. This change would take effect with the next regular FP billing cycle. Upon a motion by member D’Angelo, seconded by member Kavash, the change was approved as recommended.

**☑ Vote Record**

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

Mr. Clarke requested a motion to Approve the Contract for Professional Services for E-1019 ACTS Retirement Life /Normandy Farms Estates in Whitpain Twp. Upon a motion by member Kavash, seconded by member D’Angelo the bid was approved as recommended.

**☑ Vote Record**

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

Ms. Fiala requested a motion to Approve the First Addendum to Extension Agreement for E-1006 Penn Florida Realty Spring House Village Center adds an additional building #7 to the project. Upon a motion by member Tenney, seconded by member D’Angelo the bid was approved as recommended.

**☑ 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				
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**Engineers Report:**

Mr. Heydt requested approval of Change Order #1 for a credit of \$13,149.27 and approval of the Certificate of Completion for Contract 530-16-11, Sumneytown Pike, Road Restoration project. Upon motion by member Tenney, seconded by member Kavash the request was approved and accepted.

**☑ Vote Record**

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

Mr. Heydt presented Final Payment Application # 6 and Close Out Documents for Contract 530-16-08 Virginia Drive, with Vollers Excavating & Construction Co., in amount \$132,326.23. Upon a motion by member Kavash, seconded by member D'Angelo all documents were approved and accepted.

**☑ Vote Record**

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

Mr. Heydt also reported that the Water Tank Refurbishing Project has been advertised and the bids are due to be opened on March 31<sup>st</sup>.

**Operations Report:**

Mr. Fisher reviewed the monthly operations report, and then further updated the Board on the following:

- Drone footage of the water tanks being scheduled for future repainting was shown so that the Board could see the current condition and why they are slated refurbishing. Mr. Fisher and Mr. Bender thanked employee Rich Kozy for using his drone for the videos.

**Bills & Requisitions Approval:**

Mrs. Lezoche then reported 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.

- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/08/2017
- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/15/2017
- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/24/2017
- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 03/01/2017

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

**Executive Directors Report:**

Mr. Bender presented the Amendment to Grant C000056119 for an extension until June 30, 2018. This allows for continued work on the I & I projects and will include Elm Ave and other preselected areas to complete. Upon motion of member Mengel, seconded by member D'Angelo, the amendment was approved.

**☑ Vote Record**

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

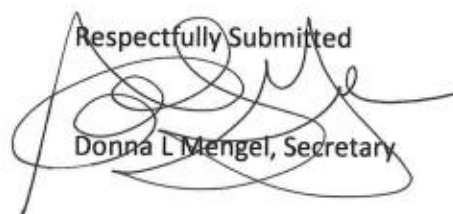
Mr. Bender then updated the Board on the following:

- Chris Gibbons of Concord Public Finance will be at the next meeting to review the Authority finance options related to existing and potential future bond issuance.
- Employee Handbook updates are being reviewed in concert with the Solicitor, and should be available for Board review and approval by June.
- The draft Audit report was received and auditors issued a favorable report. Final copy is expected to be released in the next few weeks.
- Discussed EPA/DEP issues relating to inspections and testing which will be reflected as substantial increased costs in our next budget. We are currently spending approximately ¼ million dollars per annum for testing, which is expected to double in 2018.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Tenney, seconded by member Kavash the meeting was adjourned at 5:45 pm.

All present voted in favor.

Respectfully Submitted  
  
 Donna L Mengel, Secretary