

Board Meeting of 03/28/2007

North Wales Water Authority

The meeting was called to order at 6:05 pm by Mrs Nagel on 03/28/2007 at North Wales Water Authority Boardroom, 200 W Walnut St, North Wales PA 19454

Attendee Name	Organization	Title	Status
Joan Nagel	North Wales Water Authority	Chair	Present
Albert Tenney	North Wales Water Authority	Vice Chair	Present
John Lopuszanski	North Wales Water Authority	Treasurer	Present
Lawrence Clever	North Wales Water Authority	Secretary	Present
Herbert Kavash	North Wales Water Authority	Asst Treasurer/Secretary	Absent
George Schwartz	North Wales Water Authority	Executive Director	Present
Raymond J Berry	North Wales Water Authority	Director of Operations	Present
Michael P Clarke	Rudolph, Pizzo & Clarke	Authority Solicitor	Absent
Kenneth Heydt	Carroll Engineering Corp	Authority Engineer	Present
David Conn	Rudolph, Pizzo & Clarke	Authority Solicitor	Present

Mr Clarke had a prior engagement to attend

Public Portion

None were present

Guests

Chris Gibbons and Daryl Peck of Concord Public Finance

Minutes Approval

» Accept the Minutes of 03/14/2007

✓ Vote Record - Minutes Acceptance of 03/14/2007							
			Yes/Aye	No/Nay	Abstain	Absent	
x	Accepted	John Lopuszanski	Seconder	<input checked="" type="checkbox"/>			
		Albert Tenney		<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>
		Joan Nagel		<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			

» Accept the Corrected Minutes of 02/28/2007

✓ Vote Record - Minutes Acceptance of 02/28/2007							
			Yes/Aye	No/Nay	Abstain	Absent	
x	Accepted	John Lopuszanski		<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>
		Joan Nagel		<input checked="" type="checkbox"/>			
		Lawrence Clever	Seconder	<input checked="" type="checkbox"/>			

Approvals

Motion to give Concord Public Finance approval to prepare the paperwork and provide daily updates to the Executive Director for the proposed refinancing of the 1997 Bonds and to get into a position to move ahead to lock in the rate on June 15th should conditions remain the same.

✓ Vote Record –							
				Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel		<input checked="" type="checkbox"/>			
		Albert Tenney	Second	<input checked="" type="checkbox"/>			
		John Lopuszanski		<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>

Motion to Award the Contract # 570-07-13 to Lawn Rangers Inc of Lansdale in the amount of \$40,650.00 for 2007 on the recommendation of the engineer

✓ Vote Record –							
				Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel		<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>			
		John Lopuszanski		<input checked="" type="checkbox"/>			
		Lawrence Clever	Second	<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>

Motions to Award to Ferguson Waterworks of Whitehall, PA the following item for Contract # 531-07-06 Cast Iron Valve Boxes, Curb Boxes & Accessories Item 1

✓ Vote Record –							
				Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel		<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>			
		John Lopuszanski		<input checked="" type="checkbox"/>			
		Lawrence Clever	Second	<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>

Motions to Award to HD Supply Waterworks of Plymouth Meeting, PA the following items for Contract 531-07-08 Retaining Gland Packs Items 2, 3 and 8

✓ Vote Record –							
				Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel		<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>			
		John Lopuszanski	Second	<input checked="" type="checkbox"/>			
		Lawrence Clever		<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>

Motions to Award to HD Supply Waterworks of Plymouth Meeting, PA Items 7 & 15 and LB Water Service of Ephrata, PA Item 16 of Contract 533-07-06 Brass Corporations, Curbstops & Accessories

✓ Vote Record –							
				Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel		<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>			
		John Lopuszanski		<input checked="" type="checkbox"/>			
		Lawrence Clever	Second	<input checked="" type="checkbox"/>			
		Herbert Kavash					<input checked="" type="checkbox"/>

Motion to Approve the Public Water Easement for E-0906 between the Authority and Bethel Associates concerning the development known as Loeb Tract by MJE Builders

✓ Vote Record –			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Second	<input checked="" type="checkbox"/>		
		John Lopuszanski		<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>

Motion to Approve the Public Water Easement for E-0909 between Robert W & Madeline H Nappen for the property at 1090 Horsham Rd for the Teva Pharmaceuticals

✓ Vote Record –			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		John Lopuszanski		<input checked="" type="checkbox"/>		
		Lawrence Clever	Second	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>

Motion to Approve the Extension Agreement and Public Water Easement for E-0924 Knightland Properties, LP Oakwood at Gwynedd Development

✓ Vote Record –			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Second	<input checked="" type="checkbox"/>		
		John Lopuszanski		<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>

Motion to Approve the Certificate of Completion and Dedication of Improvement for E-0860 1009 Walton Rd

✓ Vote Record –			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Second	<input checked="" type="checkbox"/>		
		John Lopuszanski		<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>

Discussions-

The following paperwork was handed out at the meeting:
 February Financials and New Server Specs
 Bond Refinancing Proposal from Concord Public Finance
 Lawn Maintenance Bid Tabulations and Next Lowest Bidder Letter from Carroll Engineering.

Mr Tenney would like to see any corrections that were made to the minutes in the future.

Chris Gibbons and Daryl Peck gave a refresher on the proposed refinancing of the 1997 Bonds.

If we lock rate today we would be paying an interest rate premium of approx \$230,000 and only realize a net savings of approx \$553,000, but if we wait and lock in on June 15th we do not have to pay a

North Wales Water Authority - Minutes

premium and may have a net savings of approx \$789,000. This scenario is based on the interest rates remaining the same as the current rate.

All Board members present had questions and concerns regarding the refinancing and the rates

Mrs Nagel asked if we decided to go with the June 15th date and the rates were going up could we change

Mr Gibbons said that we could

Mr Lopuszanski wanted to know how soon we could act on this

Mr Gibbons said it would take 2 weeks to start the process

Again the Board asked various questions regarding the rates and at what point we should go ahead with the plan

Mr Gibbons suggested using 3% as the threshold

The Board inquired about if they should have another trigger point for this plan and would another meeting be required to take action

Mr Conn stated that a conference call could be used for the quorum instead of a special meeting

Mr Schwartz discussed the new server specs that were given to all the Board members. He explained in earlier emails that this server is for the Billing & Customer service information system and is 10 years old and does need to be replaced.

Mr Kavash had called and stated he was fine with the purchase and all the other Board members agreed.

Mr Schwartz also stated that this was the first of 2 new servers that would need to be purchased

Mr Clever asked what a Hot Plug Drive was

Mr Schwartz explained that these are computer drives that can be replaced while the system is still running

The new format financial balance sheets were given out. In the future there will be 3 reports. A consolidated sheet for both water and sewer and separated reports.

Mrs Nagel liked the consolidated sheet

Mr Clever liked the idea of all three

As this was a first run of the new format there were some issues and they will be corrected and new reports will be emailed to the Board.

Mr Schwartz then went over the other reports

Mr Clever asked about the 1% on the pie chart on the Billing & Customer Service report

Mr Schwartz & Mr Conn both stated this was a year to date chart

Mr Lopuszanski wanted to know what the stats or the PA 1 Call meant

Mr Berry and Mr Schwartz explained that we received in 1,050 tickets from PA 1 Call and we had to actually mark 310, the 481 were determined by mapping to not have any facilities in the work area and the remainder is either not in out service area or were design request

Mr Tenney had a request of Mr Heydt that at some meeting in the future the DMR reports are explained in detail so that the Board has a better understanding of the report.

Mr Heydt also explained why the Rick Schatz memo was sent with the DMR report this was to explain why the ammonia nitrogen as N loading levels were higher than NPDS permit limits. He also explained that this is kind of normal for this to occur giving the cold temperatures and lower daily flows for the month and the ongoing mechanical problems with the Clarified Drive Unit all of which resulted in Rick's ability to remove and transfer sludge back to the head works. He also explained as the plant gets back to a more normal operation with flows and as the temperatures go up removal and transferring of sludge should not be a problem in the near future.

Mr. Berry reported that the drive unit was originally ordered by the North Wales Borough, and was expected to be delivered this month but an issue with the vendor and manufacturer had occurred, and we are now looking at a May delivery date.

North Wales Water Authority - Minutes

Mr Tenney would like dates added in the agenda for any letters that have been sent or received in the future

Mr Tenney also asked if the DEP NPDES Inspections was a monthly report

Mr Heydt said this is a quarterly report, but that they do spot checks. The DEP expressed joy that the plant looks better than it has in the past and Mr Heydt said it is a credit to Rick Schatz

Mr Conn mentioned that the report still has Sue Patton North Wales Boro Manager on it
Mr Heydt stated that this will be changed once the DEP has accepted the permit transfer

Mr Tenney asked if the cross training had started

Mr Schwartz and Mr Berry stated that Bob Tagert had been selected as the back up operator trainee and the training will be starting soon based on a schedule that will be received from Rick Schatz

Mr Tenney asked how many processes were at the sewer plant

Mr Heydt stated there were approx 7 processes

Mr Tenney asked about the status of the Forest Park expansion tour

Mr Schwartz stated that he and Mr Belitto of North Penn Water Authority were planning to have having a short presentation and then give tours to small groups. A draft guest list will be provided to both Authority Boards for approval.

Mr Tenney suggested that a few of the slides be cut and that the before and after images are shown

Mr Conn explained the letter that was sent to Trefoil Properties

Mr Heydt explained the letter for the Matthews Sub-Division and brought up new business

He had a meeting with Sue Patton North Wales Borough Manager and April Mullock of Schoor-DePalma regarding the work that is to be scheduled in the Borough for 2007 and 2008. The Borough undertook a Community Development Block Grant (CDBG) funding for 2007 and 2008.

The 2007 Bond financing was earmarked for certain projects that were to start in May, Mr Heydt does not believe these projects will start in May, but he stated that the CDBG will be paying for some of these projects and that the next borrow on the bonds will be lower.

Mr Heydt also mentioned that SEPTA is doing a land development project on their parking lot. We have facilities in their way and we need to get our facilities on their plans. This project will start in January 2008.

Mr Tenney wanted to know if the payment to Obermayer was for the policy book

Mr Schwartz stated that it was and that the book will be available next week for review

Mr Clever stated he would like to schedule for an Executive Session for just Board Members at the 2nd meeting in April

Bills & Requisitions Approval

» Accept the Bills & Requisitions in the amount of \$692,424.70

✓ Vote Record – Bills & Requisitions in the amount \$692,424.70					
		Yes/Aye	No/Nay	Abstain	Absent
x	Accepted				
	Joan Nagel	<input checked="" type="checkbox"/>			
	Albert Tenney	<input checked="" type="checkbox"/>			
	John Lopuszanski	Initiator	<input checked="" type="checkbox"/>		
	Lawrence Clever	Seconder	<input checked="" type="checkbox"/>		
	Herbert Kavash				<input checked="" type="checkbox"/>

Statements

There being no further business a motion was made by Mr Clever, seconded by Mr Lopuszanski, to adjourn the meeting at 7:35 pm. All present voted in favor.

Lawrence Clever

Secretary

MINUTES