

Board Meeting of 05/09/2012

North Wales Water Authority

Minutes

The business meeting of the Authority Board of Directors was called to order by the Board Chair, Joan Nagel, at 5:00 p.m. on May 9, 2012, in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania, 19454

Pledge of Allegiance & Roll Call:

Attendee Name	Organization	Title	Status
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	Absent
Michael P Clarke, Esq.	Rudolph, Clarke & Kirk LLC	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering Corp	Authority Engineer	Present

Minutes Approval

Upon motion by member Tenney seconded by member Kavash, the minutes of April 25, 2012 were approved.

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

Public Comment - No public was in attendance

Bids & Contracts-

Mr. Bender asked for a motion to award the following bids noting that both were line items approved within the 2011-12 capital improvements budget, that the bids were advertised and processed through the PennBid system and that all bids came in under budget. Ms. Mengel stated that should the roofing contract need to go to the next lower bidder for any reason, she will need to abstain from that vote as she has a potential conflict of interest with that bidder.

Motion to Award Contract # 570-12-18 to Union Roofing Co for the replacement of the Meter Shop roof in the amount of \$29,900.00

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

Motion to Award Contract #520-12-17 to A C Schultes, Inc for the pump replacement at Well 31 in the amount of \$ 15,450.00

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

Financial Update -

Chris Gibbons of Concord Public Finance was present to update the Board on structuring borrowings as needed to best accommodate upcoming financial needs of the Authority. Mr. Bender summarized several large capital projects scheduled to be completed within the next few years and noted that that he had asked Mr. Gibbons to look at various options for financing those projects. Mr. Gibbons then outlined several options he is proposing allowing the Authority to take advantage of lower interest rates and with regard to refinancing existing bonds, with a savings of approximately \$400,000.00 and allow the Authority to make necessary system improvements.

Resolutions - None this meeting

Solicitor's Report

Mr. Clarke reported that he has sent a letter regarding our RACP grant to the Office of the Budget requesting waiver of Grant requirement # 11 as being unnecessary. He advised that his office is also preparing an addendum to the UGT/NWWA sewer agreement and a resolution/declaration of taking in regards to an easement needed for the County Line Road Transmission Line.

Engineer's Report

Mr. Heydt asked the Board to approve the third and final payment for Contract # 530-11-23 E-0972 West St in the amount of \$13,848.82 to Joao & Bradley Construction Inc.

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

Operations Report

Mr. Berry reported that the RFP for the SCADA upgrade project has been sent out and that the results will be ready for the first meeting in June.

Bills, Requisitions & Refunds Approval:

Mr. Bender noted for the Board that the bill listing includes the annual rental payment to the Borough for the emergency operations center rental, and that and all other bills were customary and routine payments, recommending and requesting approval to pay all invoices, process all refunds, and to transfer and/or requisition funds, as presented.

- a. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 04/27/2012**
- b. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 05/02/2012**

Upon approval, the Board Chair signed all of the lists.

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

Executive Director's Report

Mr. Bender discussed the proposed Rentricity contract noting that the document is not ready for Board decision at this time, as final details are still being still being worked out. The program is intended to allow the Authority to install a hydroelectric generator device within the water system, thereby generating electrical energy, and reducing our overall energy costs. It is proposed that the transfer station on Evans Rd in Lower Gwynedd Township will be the first location for this effort.

North Wales Water Authority - Minutes

Mr. Bender also informed the Board that due to the inability to get new parts for our SCADA system we are purchasing them from eBay and need to open a special payment account for this purpose. The Board agreed with this procedure.

Adjournment:

There being no further business before the Board, upon motion by Mr. Kavash, seconded by Ms. Mengel, the meeting was adjourned at 5:50 pm. All present voted in favor.

Respectfully Submitted,



Carene Makinson-Sanders, Secretary