

North Wales Water Authority
Board of Directors Meeting
Minutes of 05/13/2015

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
Kenneth Heydt, P. E.	Carroll Engineering	Authority Engineer	Present
Suzanne Pontious, Esq.	Rudolph Clarke	Authority Solicitor	Absent

Executive Session Report

It was noted that a brief session to discuss pending real estate matters occurred after the last meeting, with no formal action being taken.

Approval of Minutes:

The Board considered approval of the Minutes of 04/22/2015 as amended. Upon a motion of member D'Angelo, seconded by member Mengel, the minutes were approved.

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

Public Comment:

Matt & Lauren Biase of 205 West Walnut Street were in attendance to discuss their concerns regarding the proposed overflow parking area near their home. They gave a brief overview of their concerns, with the Chair suggesting that Mr. Bender schedule a meeting with the customers to discuss the issue in greater detail, in effort to develop a solution to each of their concerns.

Resolutions:

Mrs. Lezoche presented Resolution 2015-07 that names authorized staff to perform wire transfers from TD Wealth Management. TD has changed their internal controls and requires new forms.

Upon a motion of member Kavash, seconded by member Mengel, the resolution was approved.

Vote Record

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

Bids and Contracts:

None this meeting

Solicitors Report:

Mr. Clarke stated that they are ready for closing on the Durham project.

Engineers Report:

Mr. Heydt presented Payment Application #1 for Contract 530-15-06 Merry Brook Main Replacement Project to Joao & Bradley Construction Inc., in the amount of \$452,863.94. He reported that the contractor is moving at a very fast pace and the project should be completed next week. Upon a motion by member Tenney, seconded by member Mengel the payment was approved.

Vote Record

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

Mr. Heydt presented Final Payment Applications for both contractors of the Forest Park Transmission Main project. He noted that the payment had been held pending PennDOT completing a final walk through of the project. Mr. Heydt stated that a project completion and permit cancellation notification had been sent to PennDOT, and that will trigger the 1 year Maintenance Bond period.

Upon a motion by member Tenney, seconded by member Mengel, the Final Payment Application for Contract 530-12-25A Forest Park Transmission Main Project to Michael F Ronca & Sons in an amount of \$ 10,000 was approved

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

Upon a motion by member Mengel, seconded by member Tenney the Final Payment Application for Contract 530-12-25B Forest Park Transmission Main Project to Almeida & Hudak in an amount of \$ 10,000 was approved

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

Operations Report:

Mr. Fisher updated the Board on the recent changes in oversight of the PA 1 Call System and how it will affect the Authority. Previously the program was being managed by the PA L&I. Oversight will now be undertaken by the PUC. We will need to watch the situation and see what develops.

Bills & Requisitions Approval:

Mrs. Lezoche distributed the 2014 Annual Audit report to the Board, requesting a motion to acknowledge receipt. The Board briefly discussed the report, followed by a motion by member Mengel, seconded by member D'Angelo; the Board formally accepted the report, as presented. Mr. Bender congratulated Mrs. Lezoche and her staff on another clean audit report with no findings of misappropriation or fiscal mismanagement of any type.

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

- a. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 04/22/2015.
- b. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 04/28/2015
- c. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 05/06/2015.

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

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

Executive Directors Report:

Mr. Bender updated the Board on the following items:

- Pine Run Community water system, and the proposed agreement.
- Pending changes to the Warwick agreement to allow for wheeling of water and to adjust the minimum daily take.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Kavash, seconded by member Tenney the meeting was adjourned at 5:30 pm.

All present voted in favor.

Respectfully Submitted

 Donna L Mengel, Secretary