

Board Meeting of 05/23/2007

North Wales Water Authority

The meeting was called to order at 6:07 PM by Mrs Nagel on 05/23/2007 at 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	Absent
Lawrence Clever	North Wales Water Authority	Secretary	Present
Herbert Kavash	North Wales Water Authority	Asst Treasurer/Secretary	Present
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	Present
Kenneth Heydt	Carroll Engineering Corp	Authority Engineer	Present

Mr Tenney magically appeared at 6:15 PM

Public Portion

None were present

Minutes Approval

» Motion to Accept the Minutes of 04/26/2007 with the correction on the date form 04/11/2007 to 04/26/2007

✓ Vote Record - Minutes Acceptance of 04/26/2007							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>				
		Albert Tenney				<input checked="" type="checkbox"/>	
		John Lopuszanski				<input checked="" type="checkbox"/>	
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			
		Herbert Kavash	Seconder	<input checked="" type="checkbox"/>			

» Motion to Accept the Minutes of 05/09/2007

✓ Vote Record - Minutes Acceptance of 05/09/2007							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>				
		Albert Tenney	<input checked="" type="checkbox"/>				
		John Lopuszanski				<input checked="" type="checkbox"/>	
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			
		Herbert Kavash	Seconder			<input checked="" type="checkbox"/>	

Mt Clarke reported that the Board held an Executive Session on May 20, 2007 to discuss a personnel matter.

Approvals

Motion to Approve the Certificate of Completion and Dedication for E-0824 Reserve at Knapp Rd

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

Motion to Approve the Certificate of Completion and Dedication for E-0878 Phase 2 of Reserve at Knapp Rd

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

Motion to Approve the Contract for Professional Services as presented for E-0929 The Cutler Group Enclave at Montgomery

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

Motion to Approve the Deed of Dedication for the Public Water Easement as presented for Frederick & Doris Bergman of 208 Swedesford Rd

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

Motion to Adopt Resolution 2007-01 allowing the reduction of sewer charges for commercial and industrial customers only

✓ 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	Seconder	<input checked="" type="checkbox"/>			
		Herbert Kavash		<input checked="" type="checkbox"/>			

North Wales Water Authority - Minutes

Motion to Adopt Resolution 2007-02 authorizing the Pennsylvania Department of Transportation to provide a fixed 50 per centum reimbursement to the North Wales water Authority for all costs incurred in relocating our water mains , valves, fire hydrants, services and appurtenances in the public right of way affected by the Route 202- Section 701 project

✓ 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		<input checked="" type="checkbox"/>		
		Herbert Kavash	Second	<input checked="" type="checkbox"/>		

Motion to Adopt Resolution 2007-03 authorizing the Pennsylvania Department of Transportation to provide a fixed 50 per centum reimbursement to the North Wales water Authority for all costs incurred in relocating our water mains , valves, fire hydrants, services and appurtenances in the public right of way affected by the Route 202- Section 711 project

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

Motion to Adopt Resolution 2007-04 to obtain a Line of Credit for the daily operation of the Authority's Sanitary Sewer System

✓ 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	Second	<input checked="" type="checkbox"/>		

Motion to Authorize Series 2007-A –A Fixed Rate Note in the amount of \$300,000 from Commerce Bank for the day to day operation of the Authority's Sanitary Sewer System

✓ 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		<input checked="" type="checkbox"/>		
		Herbert Kavash	Second	<input checked="" type="checkbox"/>		

Motion to Authorize the Carroll Engineering to advertise for Sludge Removal Contract bids

✓ 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-

Mrs Nagel mentioned the thank you letters that were received and asked if we had donated to these in the past

Mr Schwartz stated that yes we had

Mr Clarke gave an explanation on why the Easement for 208 Swedesford Rd was needed.

Mr Schwartz mentioned that the discussion that occurred at the last meeting on the Water Quality work orders did not include the 309 inquiries that had occurred during the month. Out of these inquiries on 3 resulted in work orders being issued.

Mr Clever wanted to know how the inquiries are resolved

Mr Schwartz stated that there is a process that has been developed. A series of questions are asked of the customer and those answers determine what the next step is in the investigation. Most issues can be resolved over the phone and are mostly due to the internal plumbing of the customer's home. Those that can not be resolved in this manner are issued a work order for a site visit.

Mr Kavash and several other Board members have requested that the previous years or months data be included on the following reports: Billing & Customer Service- Operations and Production. This will make comparisons much easier to do.

Mr Kavash also asked the Year to Date columns specify Fiscal Year

Mr Clever wanted to know what it will take to do this and what the benefit would be the Board Both Mr Schwartz & Mr Berry stated that this could be done, but that there may be hand work that would need to be done to get everything set up

It was decided to draft out a new report structure for the future using the past months data for comparison.

Mr Schwartz went over the actual letter of request for hydrant data that was received from Paul Hunsberger of the Montgomery County Dept of Public Safety
Several questions were asked and Mr Clarke will be working on this.

Mr Clever asked if we are waiting for Montgomery County to take action

Mr Clarke stated yes we are

Mr Schwartz went over the new DEP Internet reporting system that is available to use.

Mr Clever wanted to know the implications if we went with this system

Mr Heydt stated that we should wait until the program is up and running and the kinks are worked out.

Mr Berry explained his letter to Jason Honesty of Liberty Property regarding their 1100 Virginia Dr Project in Fort Washington.

Mr Clarke stated that this was a good catch by Mr Berry and the Authority. We were never notified that they were starting construction on the project nor has the Authority seen any plans for the project.

Mr Berry explained that the pipe around this project is 40 years old and AC pipe and needs to be replaced, but we have not seen any plans to date.

Mr Tenney asked how we can make them pay for any damages

Mr Berry stated that they now know what needs to be done and that the project fees have been received. The main will be replaced with ductile iron pipe; they will be moving hydrants and widening Virginia Dr.

Mr Kavash asked what the \$10,000 project fees were for

Mr Berry stated that this was to fund the professional services account to cover the legal, engineering and NWWA expenses

Mr Schwartz asked the Board, if in the future they wanted to discuss each correspondence item on the agenda or just a few of the items. The Board stated it will depend on the content and whether discussion will be necessary

Mr Schwartz went over the letter that was received in regards to the Mulgrew case and Mr Clarke gave an explanation of the case

Mr Schwartz stated the CAP plan had been submitted to the DEP and that Mr Heydt would have further details later in the meeting

Mr Berry asked about when we should hear from DEP on the plan.

Mr Heydt stated approx 60 days

North Wales Water Authority - Minutes

Mr Schwartz then went on to discuss the Resolution for a Line of Credit

Mr Kavash wanted to know the rate

Mr Schwartz said it was a fixed rate of 6.25%

Mr Tenney asked who created the paperwork and what does "maker" mean

Mr Clarke stated that this was a standard from Commerce Bank

Mr Tenney also wanted to know why some of the wording was in bold type face.

Mr Clarke stated that this was bring these sections of the agreement to the attention of the borrower

Mr Schwartz then mentioned the article that was in the Intelligencer regarding the emergency connection for Neshaminy

The Board then discussed the Nor-Gwyn Baseball Association letter and article from the Reporter asking for a donation.

The Board directed Mr Schwartz and Mr Clarke to write a letter stating that it is not the policy of the Authority to make these types of donations

Mr Schwartz asked if anyone had any questions on the P-Card statement and there were no questions. He then went over the CCR report that was mailed to all our customers

The board said it was very nicely put together and the water quality indications are good.

Mr Clever wanted to know what we were required to report

Mr Schwartz stated that there is a predetermined format and list of items that the DEP requires us to report on.

Mr Schwartz then discussed the O & M manual for the tanker that was handed out prior to the meeting. This is to be discussed and adopted at the next meeting.

Mr Tenney wanted to know who would receive this manual. Mr Schwartz & Mr Clarke both stated that it will be given to all employees and to any other entity that the tanker is lent to. This will ensure the proper operation of the unit.

Mr Clarke then discussed a subpoena that was received from Buck County in regards to a hydrant that was hit by a driver under the influence. Buck County wanted a list of damages and the resulting costs to make the repairs.

Mr Clarke then went over Resolution 2007-01. A draft of this was in the Board book materials and the final copy was distributed at this meeting. This resolution will allow reductions in the sewer billing charges only for commercial and industrial customers that may have usage that does not enter the sanitary sewer system from chiller units, higher usage due to processing equipment. Several requirements need to be fulfilled before any reduction in charges will be made.

The Board wanted to know who pays for the metering equipment

Mr Schwartz stated that all costs are born by the applicant. Based on engineering reviews of process requirements

Mr Tenney asked about the deduct meter and sales.

Mr Clarke stated we sell them but only to our customers

Mr Clarke stated that this will be incorporated in the updated Rates & Regulations, but at this time customer are calling the office and we need a solution

Mr Clarke then gave an explanation of Resolutions 2007-02 and 2007-03 for Penn DOT reimbursement for the Route 202 Parkway Project. These will allow the Authority to receive reimbursement for any work that is done.

Mr Berry showed on the wall maps where these projects are

Mr Tenney wanted to know who provided the pictures on the wall maps

Mr Schwartz stated that various PA DOT Project engineers provided these

Mr Heydt then explained the CAP report and gave an overview once again of the projects. He stated that the last page was important. These dates are going to be used for the consent order and will be used for negotiations.

Mr Heydt also stated that the Clarifier Drive was enroute

Mr Heydt also brought up a subject that was not on the agenda. The Sludge contract that was in place is ready for renewal. The bid specs are ready for release and they state a 1-2 or 3 years contract based on pricing. He is seeking the authorization to advertise for Sludge Removal Contracts.

Mr Tenney asked how it was disposed of now

Mr Heydt stated at a DEP approved facility

Mr Tenney wanted to know if a bid for incineration was received and was higher than the lowest bid with another method could they select that bid

Mr Heydt stated that if the higher bid was in the best interest of the Authority then they could accept that bid.

Mr Tenney wanted to know if the present remover would be a bidder

Mr Heydt stated that yes they could be

Mr Kavash wanted to know how this is different than before

Mr Heydt stated that potential bidders will need to follow the bid requirements and that the contract will not be open ended

Mr Clever asked who the current provider was now

It was stated that the original contract was with Perna and they were purchased by Aqua America approx one year ago

Mrs Nagel asked who We Care Cleaning was on the Bills list

Mr Schwartz stated that they are the janitorial service for the office and garage

Mr Clarke stated that this will need to be bid at the end of the fiscal year

Bills & Requisitions Approval

» Accept the Bills & Requisitions in the amount of \$ 121,385.09

✓ Vote Record – Bills & Requisitions in the amount \$ 121,385.09						
		Yes/Aye	No/Nay	Abstain	Absent	
x	Accepted					
		Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	<input checked="" type="checkbox"/>			
		John Lopuszanski				<input checked="" type="checkbox"/>
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
	Herbert Kavash	Seconder	<input checked="" type="checkbox"/>			

Statements

There being no further business a motion was made by Mr Clever, seconded by Mr Tenney, to adjourn the meeting at 8:05 PM. All present voted in favor.

Lawrence Clever

Secretary