

# North Wales Water Authority

## Board of Directors

### Minutes of 06/26/13

#### Call to order:

A regular business meeting of the Board of Directors was held at the NWWA Offices, 200 W. Walnut St, North Wales, PA., 19454, and was called to order at 5:00 p.m. by Chair Nagel.

#### 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 Nagel           | NWWA                | Chair                  | Present       |
| Albert Tenney        | NWWA                | Vice Chair             | Present       |
| Donna Mengel         | NWWA                | Secretary              | Present       |
| Herbert Kavash       | NWWA                | Treasurer              | Present       |
| Gregory D'Angelo     | NWWA                | Asst. Sec/Treasurer    | Present       |
| Robert C. Bender     | NWWA                | Executive Director     | Present       |
| Raymond J. Berry     | NWWA                | Director of Operations | Present       |
| Christine Lezoche    | NWWA                | Director of Finance    | Present       |
| Michael Clarke, Esq. | Rudolph Clarke Kirk | Authority Solicitor    | Present       |
| Kenneth Heydt, P.E.  | Carroll Engineering | Authority Engineer     | Present       |
| Melissa Fiala, Esq.  | Rudolph Clarke Kirk | Authority Solicitor    | Present       |

#### Approval of Minutes:

The Board considered approval of the Minutes of 06/05/2013. Upon a motion of member Kavash, seconded by member Mengel, the minutes were approved.

#### Vote Record

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

#### Public Comment:

None present at the meeting.

**Resolutions:**

Mr. Clarke presented to the Board Resolution 2013-06 for the DCED PennWorks Grant Application. The approval for the application was given at the meeting on June 5, 2013 and the DCED would like this in the form of a Resolution.

| <b>☑ Vote Record</b> |              |           |                |               |                |               |
|----------------------|--------------|-----------|----------------|---------------|----------------|---------------|
| x Approved           |              |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|                      | Mrs. Nagel   |           | x              |               |                |               |
|                      | Mr. Tenney   | Initiated | x              |               |                |               |
|                      | Ms. Mengel   | Seconded  | x              |               |                |               |
|                      | Mr. Kavash   |           | x              |               |                |               |
|                      | Mr. D'Angelo |           | x              |               |                |               |

**Bids and Contracts:**

Mr. Bender presented to the Board the following Bid Contracts for Award:

Bid Contract #522-13-20 for Pump Repair Services - A.C. Schultes Inc.

Bid Contract #530-13-21 for Traffic Control Services-Traffic Control Services LLC

Bid Contract #570-13-22 Data/Telecom Cabling Services-Excel Communications

All contracts are for a period of three (3) years and all follow the municipal purchasing requirements and he recommends awarding as per the Bid Tabulations sheets presented. Motion to Award all contracts, using the lowest responsible bidder first, then using all others in emergencies, in ascending order of price, as needed. Upon a motion by member Tenney, seconded by member Kavash. The Board approved the awards, with Ms. Mengel abstaining on Contract 570-13-22 due to a conflict.

| <b>☑ Vote Record</b> |              |           |                |               |                |               |
|----------------------|--------------|-----------|----------------|---------------|----------------|---------------|
| x Approved           |              |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|                      | Mrs. Nagel   |           | x              |               |                |               |
|                      | Mr. Tenney   | Initiator | x              |               |                |               |
|                      | Ms. Mengel   |           | x              |               | X 570-13-22    |               |
|                      | Mr. Kavash   | Seconded  | x              |               |                |               |
|                      | Mr. D'Angelo |           | x              |               |                |               |

Mr. Bender asked for approval to purchase a truck that was included in the approved capital budget. The budgeted amount was \$65,000. He requested a motion to approve the purchase of a 2013 Ford F-150 truck through the Pennsylvania State COSTARS Contract 025-117 from New Holland Auto Group in the amount of \$ 32,631.00. Upon motion by member Mengel, seconded by member D'Angelo, the Board approved the purchase.

| <b>☑ Vote Record</b> |              |           |                |               |                |               |
|----------------------|--------------|-----------|----------------|---------------|----------------|---------------|
| x Approved           |              |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|                      | Mrs. Nagel   |           | x              |               |                |               |
|                      | Mr. Tenney   |           | x              |               |                |               |
|                      | Ms. Mengel   | Initiator | x              |               |                |               |
|                      | Mr. Kavash   |           | x              |               |                |               |
|                      | Mr. D'Angelo | Seconded  | x              |               |                |               |

**Solicitors Report:**

Mr. Clarke reported that they continue to work on the FPTLEP and all matters that arise from the project.

**Engineers Report:**

Mr. Heydt gave an update on the FPTLEP. Contractor Ronca has installed 700 feet of water main towards the 101 N Main St location in Chalfont so far. The other Contractor Almeida & Hudak are scheduled to start on their portion of the project this week.

Mr. Heydt presented Payment Application #1 in the amount \$1,187,360.69 from Michael Ronca & Sons for Bid Contract # 530-12-25 FPTLEP. This payment is for installed equipment and stored equipment for the project so far.

Mr. Bender asked if the Board would amend this motion for payment to allow the Authority to process the payment as soon as possible due to the payment terms in the bid contract.

Motion to Approve the payment and authorize the Authority finance department to transfer the information to the bank for payment was made by member Tenney, seconded by member Kavash, and approved unanimously.

**Vote Record**

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

**Operations Report:**

Mr. Berry presented the monthly operations report and noted the new format of the billing reports.

**Bills & Requisitions Approval:**

Mrs. Lezoche noted that there was nothing out of the ordinary with the bills listings, recommending and requesting approval to pay all invoices, process all refunds, and to transfer and/or requisition funds, as presented to the Board.

- a. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 05/31/2013**
- b. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 06/05/2013**
- c. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 06/12/2013**
- d. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 06/19/2013**

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

**Vote Record**

| x Approved |              |           | Yes/Aye | No/Nay | Abstain | Absent |
|------------|--------------|-----------|---------|--------|---------|--------|
|            | Mrs. Nagel   |           | x       |        |         |        |
|            | Mr. Tenney   |           | x       |        |         |        |
|            | MS. Mengel   |           | x       |        |         |        |
|            | Mr. Kavash   | Initiator | x       |        |         |        |
|            | Mr. D'Angelo | Seconded  | x       |        |         |        |

**Executive Directors Report:**

Mr. Bender discussed the Bucks County Conservation District Notice of Violation received resultant of improper actions by contractor Michael Ronca & Sons. (Transmission line project) An administrative hearing at the Conservation District office has been scheduled and will be attended by all parties. Mr. Clarke noted that any fines that may be assessed to the Authority will be reimbursed to the Authority by the contractor.

Mr. Bender:

- Recognized Melissa Fiala for recently being named as a "Rising Star" in the legal field.
- Provided an update on the I & I program noting the substantial reduction in flow during rain events.
- Reported that the Warwick connection I scheduled to become operational on June 27<sup>th</sup>.
- Reminded the Board that the 2<sup>nd</sup> monthly meetings during the months of July and August will likely be canceled, unless there is an emergency.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Kavash, seconded by member Mengel, the meeting was adjourned at 5:35 pm. All present voted in favor.

Respectfully Submitted,



Donna L Mengel, Secretary