

**Board Meeting of 07/11/2012**

**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 July 11, 2012, in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania, 19454

**Pledge of Allegiance & Roll Call:**

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

**Minutes Approval**

Upon motion by member Kavash seconded by member Sanders the minutes of June 27, 2012 were approved.

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

**Public Comment** - No public was in attendance

**Bids & Contracts-**

Mr. Bender presented bid results for Contractor Services Bid #530-12-26. It was noted that only one bid was received and that this was substantially higher than expected. Mr. Bender recommended that the Board reject the bid and rebid the contract using the PennBid system.

Upon a Motion by member Kavash, seconded by member Sanders, the Board voted to reject the bid and to rebid the contract.

North Wales Water Authority - Minutes

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

**Resolutions –**

Mr. Clarke presented Resolution 2012-6 to the Board. The Resolution authorizes condemnation of certain Real Property Located at 140 Schoolhouse Rd, (Stoop Tract) New Britain Township, Bucks County, PA, identified as Bucks County Tax Map Parcel 26-00-140, for the Purpose of Constructing a Water Main / Transmission Line and Appurtenant Facilities.

Upon a Motion by member Tenney, Seconded by member Kavash the Board Authorized the Solicitor to commence with the Declaration of Taking

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

**Solicitor's Report**

Mr. Clarke presented the 1<sup>st</sup> Amendment and Memorandum of Lease from New Cingular Wireless formerly known as ATT Cell Lease for approval. The location is on the Blue Bell Tank located at 640 Skippack Pk. This lease allows for additional antennas and requires them to move to the new tank site when constructed.

Upon a Motion by member Tenney, Seconded by member Sanders the 1<sup>st</sup> Amendment and Memorandum of Lease was approved

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

Mr. Clarke presented a Contract for Professional Services to the Board. The contract will be for Authority Job # E-977 BPG Development AKA Madison at New Britain, a multi-family development. Upon a Motion by member Kavash, Seconded by member Sanders the 1<sup>st</sup> Amendment and Memorandum of Lease was approved

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

**Engineer's Report**

Mr. Heydt reported that work on the drawings and bid specifications for the County Line Road Transmission Line project are nearly completed and that the drawings were undergoing a final review. He reported that they expect to be ready to advertise for bids soon. After discussion the Board voted to authorize the advertisement to bid for the project as soon as the Executive Director and Solicitor have reviewed the final documents.

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

**Operations Report**

Mr. Berry reported no unusual activities other than providing manpower and emergency water supply to Ambler Borough Water during a main break within their system.

**Bills, Requisitions & Refunds Approval:**

Mrs. Lezoche presented the bill listing, noting that the payment for the sewer camera truck was included, and that all others 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: 07/02/2012**

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		x			
	Donna Mengel					x

North Wales Water Authority - Minutes  
Executive Director's Report

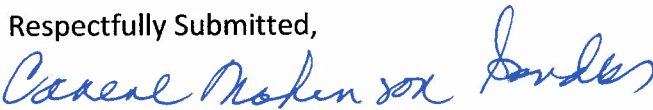
Mr. Bender asked the Board to consider the cancellation of the July 25<sup>th</sup> meeting due to vacations and to preliminarily authorize the processing of normal bill payments after the distribution of the bills listing by email. The bill list will then be submitted to the Board for formal acceptance at the next regular business meeting. The Board members agreed with this process.

Mr. Bender presented to the Board a training request for four NWWA employees to attend the Lucity Software Training Conference in September. Authority staff members Joseph Murphy, (Operations Manager) and Keith Albright, (Director of IT) were in attendance to explain the software and its essential function. Mr. Albright reported that Lucity software is our primary Asset Management System and that this system is also used for scheduling and maintaining records of Hydrant maintenance and billing reporting, main break locations and logging of essential system operations data. Upon a motion by member Tenney, seconded by member Kavash the training request was approved.

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

Adjournment:

There being no further business before the Board, upon motion by Mrs. Sanders, seconded by Mr. Kavash, the meeting was adjourned at 5:30 pm. All present voted in favor.

Respectfully Submitted,  
  
 Carene Makinson-Sanders, Secretary