

# North Wales Water Authority Board of Directors

## Minutes of 07-13-2011

### Call to order:

The meeting was held at the NWWA Offices, 200 W Walnut St, North Wales, PA 19454, and called to order by Board Chair, Joan Nagel, 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;

Attendee Name	Organization	Title	Status
Joan Nagel	NWWA	Chair	Present
Albert Tenney	NWWA	Vice Chair	Present
Carene Makinson-Sanders	NWWA	Secretary	Present
Herbert Kavash	NWWA	Treasurer	Present
Donna Mengel	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Raymond J. Berry	NWWA	Director of Operations	Present
Christine Lezoché	NWWA	Director of Finance	Present
Michael Clarke	Rudolph Clarke Kirk	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Melissa Fiala from Rudolph Clarke Kirk was at the meeting

### Approval of Minutes:

The Board next considered approval of the Minutes of 06/22/2011. Upon a motion of member Tenney, seconded by member Kavash, the minutes were approved.

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

### Public Comment:

No members of the public were present

**Bids and Contracts:**

Mr. Bender presented to the Board a list of surplus materials that are to be placed on the Municibid auction site, including NWWA fleet #'s 147,162,171,172,177,311 and T2. Bid minimums will be established for each item prior to advertisement.

Ms. Megel asked Mr. Clarke if there was an issue with her business bidding for any of the items to be advertised. Mr. Clarke said that there will not be as these are advertised to the public on the Municibid system and the public will have the right to inspect all items.

Upon a motion by member Sanders, seconded by member Tenney, the motion passed with a unanimous vote.

<b>Vote Record</b>						
			<b>Yes/Aye</b>	<b>No/Na</b>	<b>Abstai</b>	<b>Absent</b>
x Approved	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Mrs. Sanders	Initiator	x			
	Mr. Kavash		x			
	Ms. Mengel		x			

Mr. Bender asked the Board for authorization to purchase a new Vac & Dig system thru the Costars program. Our current system is over 14 years old and has reached the end of its operating life. The new system requires and truck chassis and cab and the actual soft excavation will be added to that. Both COSTARS and the Bid process will be used for the purchase and the unit will take approx. 4-6 months to construct.

Also requested was authorization to purchase through the COSTARS program the already approved capital budget item truck cab & chassis for the Vac & Dig system in the amount of \$75,884.00 and to proceed to advertise for bid the Soft Extraction Sytem. Upon a motion by member Mengel, seconded by member Kavash, the motion passed with a unanimous vote.

<b>Vote Record</b>						
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
x Approved	Ms. Nagel		x			
	Mr. Tenney		x			
	Mrs. Sanders		x			
	Mr. Kavash	Seconded	x			
	Ms. Mengel	Initiator	x			

**Resolutions:**

Nothing at this time

**Solicitors Report:**

Mr. Clarke reported that the appraisals for the Chalfont Pipeline easements were received this afternoon and final documents should be ready by September for approval.

Mr. Clarke discussed the letter that was sent to Chris Gibbons of Concord Public Finance asking for an opinion on the Forest Park capital reserve account and what effect it may have on our financial picture. Mr. Gibbons reported that an official opinion from Standard & Poors will cost approx \$20,000. Mr. Gibbons stated that this account will have a positive effect on our bond rating and credit worthiness and a very small impact on our borrowing. Mr. Clarke does not recommend that we move forward with obtaining an official report from Standard & Poor's until such time that Mr. Bender discussed the issue with North Penn Water Authority.

**Engineers Report:**

Mr. Heydt updated the board on a meeting that he had with the Upper Gwynedd Twp (UGT) engineer regarding the wastewater treatment plant connection. UGT would like to apply for their permits in summer and fall and have construction start in 2012. The flow meter location, mentioned in the agreement, will need to be modified for engineering purposes. The current position will require easements and a determination of who will be responsible for property upkeep in the winter months i.e. plowing. If the flow meter pit is moved closer to the building these issues may be eliminated.

**Operations Report:**

Mr. Berry presented to the Board, Certificates of Completion and Dedication of Improvements for approval for the following projects:

E-0781 RavenHollow Montgomery Twp

Upon a motion member Mengel, seconded by member Kavash the Certificate was approved by unanimous vote.

<b>Vote Record</b>						
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
x Approved	Mrs. Nagel		x			
	Mr. enney		x			
	Mrs. Sanders		x			
	Mr. Kavash	Seconded	x			
	Ms. Mengel	Initiator	x			

**Bills & Requisitions Approval:**

Mrs. Lezoche reported there was an additional check to be approved for ther Clean Water Fund in the amount of \$1500.00. As we only have a 10 day turnaround period the check was added. There being nothing else out of the ordinary, Mrs. Lezoche asked for approval to pay the following:

- a. **Approval of Bills and Requisitions of 06/22/2011 in the amount of \$155,970.96**
- b. **Approval of Bills and Requisitions of 06/28/2011 in the amount of \$64,105.09**
- c. **Approval of Bills and Requisitions of 07/06/2011 in the amount of \$37,283.25**

**d. Approval of Clean Water Fund Payment of 07/13/2011 in the amount of \$1,500.00**

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

<b>Vote Record</b>						
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
x Approved	Mrs. agel		x			
	Mr. Tenney	Seconded	x			
	Mrs. Sanders		x			
	Mr. Kavash	Initiator	x			
	Ms. Mengel		x			

Mrs Lezoche updated the Board on the RFP request for Audit Services that were sent out.

**Executive Directors Report:**

Mr. Bender reminded the Board that the RFQ for Insurance Broker of Record has also been issued and that at the next meeting the candidates will give a 10 minute presentation to the Board so that a decision can be made.

Mtr Bender reported that he attended an EPA meeting and they are very receptive to our stormwater program and would be willing to discuss a pilot program once their budget allows.

The system hydromodelling was presented to BCWSA and NPWA for review.

Mr. Bender reported that the emergency operation center has been under construction and we should be able to start moving items to the site by September.

He also reviewed the status of bulk water sale discussions with the BCWSA and WTMA.

**Adjournment:**

There being no further business before the Board, upon motion by Mr. Kavash, seconded by Mrs Sanders, the meeting was adjourned at 5:45 pm. All present voted in favor.

Secretary

