

Board Meeting of 07/28/2010

North Wales Water Authority

The 6:00 p.m. meeting of the Board of Directors was called to order by Board Chair, Nagel, on July 28, 2010 in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania.

Pledge of Allegiance & Roll Call:

Attendee Name	Organization	Title	Status
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	Present
Robert C Bender	North Wales Water Authority	Executive Director	Present
Raymond J Berry	North Wales Water Authority	Director of Operations	Present
Laurie A. Hagey	North Wales Water Authority	Director of Finance	Absent
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present
Michael P Clarke, Esq.	Rudolph, Pizzo & Clarke	Authority Solicitor	Present

Minutes Approval

The Board considered approval of the Minutes of the July 14, 2010 meeting of the Board. Upon a motion of member Kavash, seconded by member Tenney, the Minutes were approved with Mr. Tenney requesting a clarification of the Operations report indicating that the 13 million gallon flow was a previously recorded maximum.

✓ Vote Record – Minutes of 06/09/2010						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>			
		Mr. Tenney	<input checked="" type="checkbox"/>	Seconded		
		Mrs. Sanders	<input checked="" type="checkbox"/>			
		Mr. Kavash	<input checked="" type="checkbox"/>	Initiator		
		Ms. Mengel	<input checked="" type="checkbox"/>			

Public Portion

Mr. James Thomas of 1466 W Lamplighter Road, Lower Gwynedd Township, was in attendance. He spoke regarding a recent water shut off, asking that we consider other bill payment methods that might be used by the Authority. Mr. Bender stated that he would set up a meeting with Mr. Thomas to discuss his suggestions and possible options.

Solicitor’s Report

Mr. Clarke reported that the Board met in Executive Session at the adjournment of the regular meeting on June 6, 2010 to discuss real estate matters. No formal action was required.

North Wales Water Authority - Minutes

Mr. Clarke asked the Board to approve the extension agreement for E-0929 Montgomery Knoll a 28 lot sub-division that The David Cutler Group is building. A Kavash –Mengel motion for approval was made as follows:

✓ Vote Record – Extension Agreement for E-0929 Montgomery Knoll The David Cutler Group							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>				
		Mr. Tenney	<input checked="" type="checkbox"/>				
		Mrs. Sanders	<input checked="" type="checkbox"/>				
		Mr. Kavash	Initiator	<input checked="" type="checkbox"/>			
		Ms. Mengel	Seconded	<input checked="" type="checkbox"/>			

Mr. Clarke distributed a memo expressing the legal opinion regarding the emergency pump purchase for the Penllyn pumping station. In his opinion this does qualify as an emergency and can be lawfully excused from the full competitive bidding process otherwise applicable to work or supply contracts in excess of \$10,000.

Mr. Bender then stated that he will be working with Mr. Clarke on a policy for the Board to approve that would enable us to handle these emergency purchases should the future need arise.

Mr. Clarke then reported on the progress of the inter-municipal agreement with UGT for the WWTP. He stated that there might be some very minor language issues that to be worked out, but that he is recommending that the Board approve the agreement as presented this evening and send it for execution to UGT. Mssrs. Heydt and Bender also spoke in favor of the agreement and recommended Board approval.

Upon a motion by member Tenney, seconded by member Kavash the Board voted to approve the inter-municipal agreement for sanitary sewer by and between NWWA and UGT

✓ Vote Record –							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>				
		Mr. Tenney	Initiator	<input checked="" type="checkbox"/>			
		Mrs. Sanders		<input checked="" type="checkbox"/>			
		Mr. Kavash	Seconded	<input checked="" type="checkbox"/>			
		Ms. Mengel		<input checked="" type="checkbox"/>			

Mr. Bender noted that we will still be the service company for the North Wales Borough customers.

Engineer’s Report

Both Mr. Heydt and Mr. Clarke recommended that in light of the agreement that has been signed tonight, the WWTP Upgrade bids decision be tabled until the next meeting of August 11, however due to the fact that the bids will need to be awarded or rejected before the second August meeting, that the Board authorize the Executive Director to reject all bids by 08/12/2010 in the event the BOD does not meet on 8/11/10 for any reason.

Upon a motion by member Tenney, seconded by member Mengel the Board voted to table the bids at this time and to authorize the Executive Director to reject all bids received on the morning of 08/12/2010, if needed.

✓ Vote Record –							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>				
		Mr. Tenney	Initiator	<input checked="" type="checkbox"/>			
		Mrs. Sanders		<input checked="" type="checkbox"/>			
		Mr. Kavash		<input checked="" type="checkbox"/>			
		Ms. Mengel	Seconded	<input checked="" type="checkbox"/>			

Director of Operation’s Report

Mr. Berry discussed the following reports:

- June 2010 Production Report
- June 2010 Customer Service Report
- June 2010 Operations Report
- Forest Park reports

Mr. Berry reviewed the monthly operations status report noting that there was nothing out of the ordinary. Mr. Berry noted that the pump has been replaced and everything is in working order.

Mr. Berry also mentioned that as previously stated the Authority had surpassed the maximum flow of 13 million gallons that was reached 5 years ago with a new record flow of 17.857 million gallons.

Mr. Bender mentioned that personnel from the Authority and Forest Park did an outstanding job maintaining our flow levels during the heat wave and circuit breaker issues that occurred.

Mr. Berry requested Board approval to purchase a vehicle that was on the previously approved capitol budget, from the COSTARS program at a cost not to exceed \$52,000.00

Mr. Clarke distributed a memo of opinion on the purchase and the vehicle is listed and can be purchased as part of this program. Upon a motion by member Mengel, seconded by member Kavash the Board approved the purchase.

✓ Vote Record –							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>				
		Mr. Tenney		<input checked="" type="checkbox"/>			
		Mrs. Sanders		<input checked="" type="checkbox"/>			
		Mr. Kavash	Seconded	<input checked="" type="checkbox"/>			
		Ms. Mengel	Initiator	<input checked="" type="checkbox"/>			

Mr. Berry then presented to the Board a proposal for a SCADA upgrade asked the Board for a motion to advertise for bid the planned SCADA system upgrade. This upgrade will maintain the system for a few more years.

Mr. Clarke stated that this will need to be bid based on the amount of the proposal.

Upon a motion by member Tenney, seconded by member Sanders, the Board voted to advertise for bid the needed SCADA system upgrades.

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✓ Vote Record –						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>			
		Mr. Tenney	Initiator	<input checked="" type="checkbox"/>		
		Mrs. Sanders	Seconded	<input checked="" type="checkbox"/>		
		Mr. Kavash		<input checked="" type="checkbox"/>		
		Ms. Mengel		<input checked="" type="checkbox"/>		

Mr. Berry also reported that he and Mr. Bender had met with Zeigler’s Bottling in Lansdale as a potential water bottling site. They will submit a proposal to us for review.

Finance Director’s Report

Mr. Bender reported that there was nothing out of the ordinary with the bill lists contained in the Board packages and requested Board approval to pay the bills and requisitions on the lists for 07/14/2010 and 07/21/2010.

A Kavash- Mengel motion to pay the bills and requisitions for 07/14/2010 and 07/21/2010 was approved by roll call vote

✓ Vote Record –						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>			
		Mr. Tenney		<input checked="" type="checkbox"/>		
		Mrs. Sanders		<input checked="" type="checkbox"/>		
		Mr. Kavash	Initiator	<input checked="" type="checkbox"/>		
		Ms. Mengel	Seconded	<input checked="" type="checkbox"/>		

Executive Director’s Report

Mr. Bender reported that he has scheduled meetings with Bucks County to continue talks on the potential sale of water to them, and also that he will be meeting along with North Penn Water to discuss the Forest Park employee performance review process.

Mr. Bender then asked the Board for approval to hire Ms. Christine Almonrode as the new Finance Director at a starting salary of \$76,000.00 per annum, with the possibility for adjustment after 90 days, and also to retain the current Finance Director on an hourly basis during the transition period. Upon a motion by member Kavash, seconded by member Sanders the Board approved the hiring.

			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>			
		Mr. Tenney		<input checked="" type="checkbox"/>		
		Mrs. Sanders	Seconded	<input checked="" type="checkbox"/>		
		Mr. Kavash	Initiator	<input checked="" type="checkbox"/>		
		Ms. Mengel		<input checked="" type="checkbox"/>		

Other Business

There was no other business presented to the Board.

Adjourn

Chair Nagel entertained a Motion to adjourn the meeting at 6:50 p.m. A Mengel – Kavash motion unanimously carried as follows:

North Wales Water Authority - Minutes

✓ Vote Record – Adjourn							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Accepted	Mrs. Nagel	<input checked="" type="checkbox"/>				
		Mr. Tenney	<input checked="" type="checkbox"/>				
		Mrs. Sanders	<input checked="" type="checkbox"/>				
		Mr. Kavash	Seconded	<input checked="" type="checkbox"/>			
		Ms. Mengel	Initiator	<input checked="" type="checkbox"/>			

Respectfully Submitted,

Carene Makinson-Sanders
Secretary