

Draft Board Meeting of 08/27/2008

North Wales Water Authority

6:00 PM Meeting called to order by Mrs Nagel on 08/27/2008 at NWWA - Board Room, 200 W Walnut St, North Wales, PA.

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
Lawrence Clever	North Wales Water Authority	Secretary	Present
Herbert Kavash	North Wales Water Authority	Treasurer	Present
Carene Makinson-Sanders	North Wales Water Authority	Asst Treasurer/Secretary	Present
Raymond J Berry	North Wales Water Authority	Interim Executive Director	Present
Michael P Clarke	Rudolph Pizzo Clarke	Authority Solicitor	Present
Kenneth Heydt	Carroll Engineering	Authority Engineer	Present

Minutes Approval

» Accept the Minutes of 07/23/2008

✓ Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel			<input checked="" type="checkbox"/>	
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Secunder	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

» Accept the Minutes of 08/13/2008

✓ Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel		<input checked="" type="checkbox"/>		
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Secunder	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

An Executive Session took place after the meeting of 08/13/2008 to discuss personnel matters.

Prior to this meeting an Executive Session was held to discuss personnel issues and the interviewing of candidates for the Finance Director position.

Public Portion

There were no members of the public present at the start of the meeting. Mr John Lopuszanski came in at 6:30 pm

Discussions

Mrs Nagel asked for a motion, authorizing the Chair to sign the Paist & Noe Contract. The Board then voted.

Motion to Authorize the signing of the Paist and Noe Contract for Authority Insurance

✓ Vote Record - Minutes			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Second	<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Clarke explained the Waiver of Appraisal for the Forest Park –Chalfont Borough easement. The appraisal would be more than the property is worth. The Board then voted.

Motion to Approve the Waiver of Appraisal for Chalfont Borough and Forest Park

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

Mr Berry then gave an Executive Directors report. He discussed the month reports for billing- Operations and production.

Mr Clever wanted to know what the limits were for Forest Park. Mr Berry stated they are 11.5 and we are trying to keep under this limit.

Mr Berry discussed the letter that was received from Upper Gwynedd Twp regarding odor problems at the sewer plant and the response that we sent to Upper Gwynedd. He also handed out a letter we received from Upper Gwynedd Twp in response to our letter.

Mr Berry stated that we are now using peroxide to limit the odors, but that we may need to install a drip system.

Mr Berry then asked for approval to pay the Water Resources Association dues.

Mrs Nagel asked for an opinion on the organization from Mr Heydt and Mr Clarke.

Mr Clarke deferred to Mr Heydt

Mr Heydt stated that they fight against authorities through increased regulations

Mr Clarke stated that they are not a watershed organization

Mr Tenney asked do we continue to pay these dues

Mr Clever asked what the consequences are if we do not pay these dues if the organization does not help the Authority

Mr Berry then explained that they keep us informed on water issues and that water is the bulk of our business and that Mr Heydt does have a valid concern on the sewer side.

The Board asked who attends these meetings

Mr Berry stated that Tom Bradbury attends these sessions

Mr Clarke suggested tabling this until the 2nd meeting in September and having Mr Bradbury attend and give a presentation on the organization before deciding.

The Board agreed and asked can or how do we influence this organization

Mrs Sanders asked how many levels there are for the dues and the amounts

Mr Berry stated that this will be investigated

Motion to Approve the payment of the 2008 Water Resources Association Membership Dues in the amount of \$1200.00

✓ Vote Record -		Yes/Aye	No/Nay	Abstain	Absent
x Tabled Until 2 nd Meeting in September	Joan Nagel				
	Albert Tenney				
	Lawrence Clever				
	Herbert Kavash				
	Carene Makinson-Sanders				

Mr Berry then presented the Capitol budget items needing approval for purchase. They included a new server and SCADA laptop, Vehicle Diagnostic Equipment and a Fire Proof Cabinet. The Board then voted.

Mr Clever asked about the high cost of the laptops. This was explained that there are special connectors required for our SCADA system to be able to dial in from the outside and they do make the costs higher

Motion to Approve the Purchase of a GIS server in the amount of \$6080

✓ Vote Record -		Yes/Aye	No/Nay	Abstain	Absent
x Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
	Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
	Lawrence Clever		<input checked="" type="checkbox"/>		
	Herbert Kavash		<input checked="" type="checkbox"/>		
	Carene Makinson-Sanders	Secunder	<input checked="" type="checkbox"/>		

Motion to Approve the purchase of SCADA Laptops in the amount of \$7755

✓ Vote Record -		Yes/Aye	No/Nay	Abstain	Absent
x Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
	Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
	Lawrence Clever	Secunder	<input checked="" type="checkbox"/>		
	Herbert Kavash		<input checked="" type="checkbox"/>		
	Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Tenney asked what this equipment was. Mr Berry explained and Mr Tenney was shown the brochure. The Determinator is a diagnostic tool that connects to the computer system in a vehicle and gives the mechanic a diagnosis or report on the vehicles internal systems. The model we now have is out of date and we need to upgrade.

Motion to Approve the purchase of A Determinator Upgrade Package in the amount of \$3170.68

✓ Vote Record -		Yes/Aye	No/Nay	Abstain	Absent
x Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
	Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
	Lawrence Clever	Secunder	<input checked="" type="checkbox"/>		
	Herbert Kavash		<input checked="" type="checkbox"/>		
	Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Clarke asked about what will be kept in the fire proof cabinet and do we have any back ups Ms Joyce stated that these will hold personnel records and employee benefits documents and that yes there are scanned copies of all recent documents and that they are backed up.

Motion to Approve the purchase of a 4 Drawer fireproof cabinet in the amount of \$1066

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

Mr Berry then asked for approval for the Safety Committee to attend the Governor's Safety Conference. He also explained who makes up the committee and how it functions.

Mr Tenney made the motion with the request that a trip/conference report will be presented to the Board. Mr Berry stated that all employees are required to submit a written report when they attend training. Mr Kavash asked if they will receive a certification of attendance. Mr Berry said some training classes do and some do not issue actual certificates. Mr Clarke mentioned that because we have a Safety Committee we do receive a discount on our insurance. The current discount rate is 5% of the workers comp premium. This saves the Authority approx \$5500.00 per year. The Board then voted.

Motion to Approve the Request for Training /Travel for the Safety Committee Members to attend the Governor's Conference in at an approx cost of \$3228

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

Mr Berry then went on to discuss the Forest Park reports. Mr Clever asked what the recreation limit was. Mr Berry said he thought that it was 321, but that the limit changes based upon the season. He will report back on this information.

Mrs Nagel asked if this was measured in feet and is it measured as any 1 day or an avg. Mr Berry stated that it is in feet and per day.

Mr Clarke stated that the Minutes for the 08/19/2008 Joint Operating Committee meeting contain some budget items that will need to be discussed in an Executive Session as they affect personnel issues.

Mr Clarke then gave an overview of the correspondence that he has sent out.

Mr Heydt asked Mr Berry to explain the issue on the final payment to Joao & Bradley for Contract 530-07-17. Mr Berry explained that amount was incorrect on the original paperwork.

Mr Heydt stated that the paperwork will be reissued for approval at the next meeting. He then asked for approval of payment # 1 for Contract 530-08-15. The Board then voted.

Motion to Approve the Payment Application #1 for the Contract #530-08-15 in the amount of \$172,397.61 to N Abbonizio Contractors Inc at the recommendation of the engineer

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

Bills & Requisitions Approval

» Accept the Bills & Requisitions in the amount of \$ 359,410.42

✓ Vote Record – Bills & Requisitions in the amount \$ 359,410.42							
			Yes/Aye	No/Nay	Abstain	Absent	
x	Accepted	Joan Nagel	<input checked="" type="checkbox"/>				
		Albert Tenney	<input checked="" type="checkbox"/>				
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			
		Herbert Kavash		<input checked="" type="checkbox"/>			
		Carene Makinson-Sanders	Seconded	<input checked="" type="checkbox"/>			

Statements

There being no further business a motion was made by Mr Clever, seconded by Mr Kavash, to adjourn the meeting at 6:50 pm. All present voted in favor.

Lawrence Clever

Secretary