

Board Meeting of 09/12/2012

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 September 12, 2012, in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania, 19454

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
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 Tenney the minutes of August 8, 2012 were approved as presented.

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

Public Comment - No public was in attendance

Bids & Contracts-

Mr. Berry and Steven Lowry presented to the Board a recommendation to Award the Bid Contract 522-12-28 for SCADA Software to Automa Tech Inc. at a cost of \$53,090.25 for Items 1-2-4-5-6-& 7 on the bid sheet. Mr. Lowry stated that OCC, the programming consultants, will be programming our information into the new GE Simplicity Software, install it at our location, and then test it to confirm proper operations. Once completed, the old system will be phased out. Mr. Berry reported that this project will be completed both within budget and on time. Mr. Lowery stated that when the equipment in the field was installed with the original system, Mr. Berry ensured that this was "state of the art" and would be able to be reused in the future. This is occurring.

Upon a motion by member Mengel, seconded by member Kavash, the Board unanimously awarded the bid to Automa Tech.

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

Mr. Bender asked for the Board to authorize the purchase of a hydraulic hammer. This is an item that was in the approved capital budget; however the cost for the COSTARS Program came in higher than originally anticipated. Mr. Berry explained that the original estimate had been for smaller machine and that due to constructions projects in the future the larger machine will now be used and the hammer will need to connect to it. Upon a motion by member Mengel, seconded by member Sanders, the Board unanimously approved the purchase in the amount of \$15,847.50

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

Mr. Heydt asked the Board to Authorize approval of Payment Applications 1 and 2 for Contract 530-12-16, to B. P. Paterson Inc., in the following amounts: Payment Application 1- \$107,831.61 and Payment Application 2- \$46,590.75.

Upon motion of member Kavash, seconded by member Sanders, the Board unanimously approved both payment applications.

Vote Record - Payment Application 1 \$107,831.61						
			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			

Vote Record –Payment Application 2 \$46,590.75						
			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			

Resolutions –

None this meeting

Solicitor’s Report

Mr. Clarke reported that they are continuing to work on the County Line Road Water Transmission Line Project, as well as the Wellhead Protection issue. He noted cooperation from the impacted municipality.

Engineer’s Report

Mr. Heydt reported that they are close to finalizing the documents needed to advertise the bid for the Forest Park Transmission Line Project. It was noted that prior approval to proceed to advertisement was granted.

Operations Report

Mr. Berry reported on the wastewater flow report. He presented a Certificate of Completion and Dedication of Improvements for project E-0871- The Reserve at Gwynedd, for Board approval. Upon motion by member Tenney, seconded by member Mengel, the Board unanimously approved.

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

Bills, Requisitions & Refunds Approval:

Mrs. Lezoche presented the bill listing, 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: 08/19/2012**
- b. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 08/15/2012**
- c. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 08/29/2012**
- d. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 08/31/2012**

Upon approval, the Board Chair signed all three bills listings.

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

Mrs. Lezoche reported that a budget draft should be ready in a few weeks for the Board to review

Executive Director’s Report

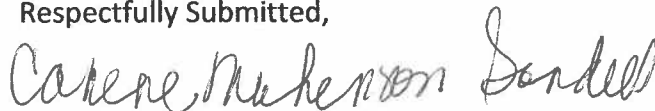
Mr. Bender reported on a recent meeting with Senator Greenleaf, and that he appears to be supportive of the NWWA Stormwater Management Pilot Program and that he has pledged to assist the Authority in pursuing implementation funding. Mr. Bender also noted that he will be attending a Pa House Local Government Committee panel discussion on the issue of stormwater management to be held in Harrisburg on the 18th of September.

Mr. Bender recognized the ongoing efforts of all professionals and staff members who have been diligently working on the County Line Road water transmission line project, and updated the Board on the upcoming meeting with the DRBC staff.

Adjournment:

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

Respectfully Submitted,



Carene Makinson-Sanders, Secretary