

**North Wales Water Authority
Board of Directors Meeting
Minutes of 09/14/2016**

Call to order:

A regular business meeting of the NWWA Board of Directors held at the NWWA Offices, 200 West Walnut Street, North Wales, PA., 19454, and called to order at 5:00 p.m.

Pledge of Allegiance:

Mrs. Nagel led all in attendance in the Pledge of Allegiance. She noted that Mr. Tenney would be participating in the meeting via both audio and video connection.

Roll Call:

Roll call was taken and recorded as follows;

<u>Attendee Name</u>	<u>Organization</u>	<u>Title</u>	<u>Status</u>
Joan H. Nagel	NWWA	Chair	Present
Albert S. Tenney	NWWA	Vice Chair	Present/Skype
Donna L. Mengel	NWWA	Secretary	Present
Herbert W. Kavash	NWWA	Treasurer	Present
Gregory J. D'Angelo	NWWA	Asst. Sec/Treasurer	Absent
Robert C. Bender	NWWA	Executive Director	Present
Bradley S. Fisher, PE	NWWA	Dir of Engineering/Ops	Present
Christine Lezoche	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Present
Kenneth Heydt, PE	Carroll Engineering	Authority Engineer	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present

Executive Session Report

There was no executive session at the prior meeting

Approval of Minutes:

The Board considered the Minutes of August 17, 2016.

Upon a motion of member Mengel, seconded by member Kavash, the minutes were approved as presented.

Vote Record

x	Approved	Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel	x			
	Mr. Tenney	x			
	Ms. Mengel	Moved	x		
	Mr. Kavash	Seconded	x		
	Mr. D'Angelo				x

Public Comment: No Public Present

Resolutions:

Ms. Fiala and Mr. Bender explained the intent of Resolution 2016-06, which allows for a change of broker for our 401 pension plan. They explained that the current financial representative for the Authority retirement plan, John D. White, had changed employer/companies and that this change needed to be accepted by the Board, and then updated with the Provider. There are no changes to the plan. Upon a motion by member Mengel, seconded by member Tenney all those present voted in favor.

Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel	Moved	x			
	Mr. Kavash		x			
	Mr. D'Angelo					x

Bids and Contracts:

The 1st Addendum to the Warwick Water Supply Agreement was presented for signature only, being previously approved at the August 17th meeting.

Ms. Fiala next presented the 1st addendum to the Horsham Water Supply Agreement for approval. This addendum allows for an increased daily usage of 600,000 to a maximum daily usage of 1.2 MGD. Upon a motion by member Kavash, seconded by member Tenney all members present voted to approve.

Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel		x			
	Mr. Kavash	Moved	x			
	Mr. D'Angelo					x

Solicitors Report:

Mr. Clarke presented a Professional Services Agreement for E-1016 Montgomery Retirement Residence, LLC., for Board approval. The project is located at 416-418 Doylestown Rd. Upon a motion by member Kavash, seconded by member Mengel the agreement was approved.

Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney		x			
	Ms. Mengel	Seconded	x			
	Mr. Kavash	Moved	x			
	Mr. D'Angelo		x			

Ms. Fiala gave an update on the Unemployment Compensation Fund issue. The Authority is a member of the PMAA unemployment trust and due to an error by the new PMAA contractor; a lien was erroneously placed on the Authority account. The lien was removed and our account is now clear.

Ms. Fiala presented the Chalfont Borough Multi Use Trail Easement for approval. Chalfont Borough is in the process of applying for a grant and requires an easement. Upon a motion by member Mengel, seconded by member Kavash the easement was approved.

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

Engineers Report:

Mr. Heydt presented Payment Application #2 in the amount \$22,637.25 to Vollers Excavating & Construction for Bid Contract 530-16-08 Virginia Dr. Project. Upon a motion by member Mengel, seconded by member Kavash, all those present voted in favor.

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

Due to difficulties on the job site the Board authorized the Executive Director Engineer, Solicitor and office staff to investigate and review the current contract for option to end the job before the contractor starts the 3rd bridge portion of the job and to report back at the next Board meeting with a solution.

Mr. Heydt presented Change Order #2 in the amount \$323,401.65 for additional work to Doli Construction Corp for Bid Contract 530-15-07 West Walnut Project. Upon a motion by member Mengel, seconded by member Kavash, all those present voted in favor.

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

Mr. Heydt presented Payment Application #7 in the amount \$218,422.05 to Doli Construction Corp for Bid Contract 530-15-07 West Walnut St. This is the final payment and the project will close. Upon a motion by member Tenney, seconded by member Mengel, all those present voted in favor.

☑ Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Moved	x			
	Ms. Mengel	Seconded	x			
	Mr. Kavash		x			
	Mr. D'Angelo					x

The proposal for Geotechnical Services was presented. Mr. Bender recommended that this should be done before we formally select the site and find that the ground is not receptive to the tank. Upon a motion by member Tenney, seconded by member Mengel, all those present voted in favor.

☑ Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Moved	x			
	Ms. Mengel	Seconded	x			
	Mr. Kavash		x			
	Mr. D'Angelo					x

Operations Report:

Mr. Fisher presented the monthly operations report, noting all water flows and operational activities were with the normal ranges. Mr. Fisher reported that the North Penn transfer station has been put online, and that the increased water delivery numbers on the report reflect that change.

Bills & Requisitions Approval:

Mrs. Lezoche noted the large payment to Forest Park for the intake project payment and presented the bills listings, noting that there were no payments or activities out of the ordinary, and recommending and requesting approval to pay all invoices, process all refunds, and to transfer and/or requisition funds, as presented.

- a. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 08/10/2016
- b. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 08/24/2016
- c. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 08/31/2016

☑ Roll Call Vote Record

x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney		x			
	Ms. Mengel	Moved	x			
	Mr. Kavash	Seconded	x			

Mr. D'Angelo					x	
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d. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 09/07/2016 with the removal of the reimbursement checks for Member Tenney & Member Nagel.

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

<input checked="" type="checkbox"/> Roll Call Vote Record						
x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x		x	
	Mr. Tenney		x		x	
	Ms. Mengel	Moved	x			
	Mr. Kavash	Seconded	x			
	Mr. D'Angelo					

Reimbursement to Albert Tenney for the PMAA conference expenses in the amount of \$684.40

<input checked="" type="checkbox"/> Roll Call Vote Record						
x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney				x	
	Ms. Mengel	Moved	x			
	Mr. Kavash	Seconded	x			
	Mr. D'Angelo					

Reimbursement to Joan H Nagel for the PMAA conference expenses in the amount of \$461.57

<input checked="" type="checkbox"/> Roll Call Vote Record						
x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel				x	
	Mr. Tenney		x			
	Ms. Mengel	Seconded	x			
	Mr. Kavash	Moved	x			
	Mr. D'Angelo					

Executive Directors Report:

Mr. Bender updated the Board on several pending matters, and reported that:

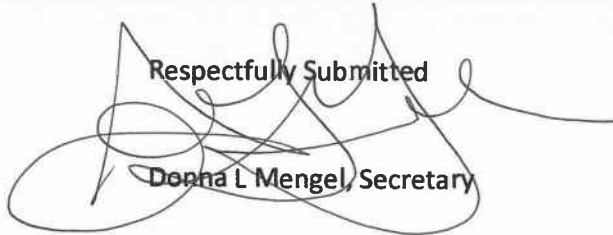
A memo has been sent to Warwick, Warrington and Horsham Authorities regarding increased costs for using the Forest Park water as opposed to using their well water and he has received a thank you back from Warminster.

A meeting was held on Oct 8th with the DRBC and attended by North Penn and DEP representatives regarding an additional 10 MGD take from the Delaware River. While DEP was behind the program the DRBC was more comfortable with 8 MGD.

Adjournment:

There being no further business before the Board, upon motion by member Mengel, seconded by member Kavash the meeting was adjourned at 5:45 pm.

All present voted in favor.

Respectfully Submitted

Donna L Mengel, Secretary