

# North Wales Water Authority Board of Directors

## Minutes of 09-28-2011

**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 Lezoche	NWWA	Director of Finance	Present
Michael Clarke	Rudolph Clarke Kirk	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Mr. Tenney arrived later in the meeting.

**Approval of Minutes:**

The Board next considered approval of the Minutes of 08/10/2011. Upon a motion of member Kavash, seconded by member Mengel, the minutes were approved.

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

**Public Comment:**

Authority staff member Matt Coletta gave a report on the Inflow & Infiltration program that recently started. He reported that they started in Basin "D" areas around Prospect & Highland Aves. He gave a brief overview of the process of notification and reported that so far there are only about 5% of customer that have had issues with sump pumps and there have not been any downspout issues. He reported that customers were reacting very well to the program and are readily allowing inspections during the door to door visits are being conducted.

It was noted that staff members are also collecting pictures of vent covers and their appearance is being rated and flagged for any future corrective actions that will need to take place. Ms. Mengel suggested that we notify the police department whenever we will be out taking pictures.

Mr. Bender asked the Board to review the I&I report and submit any suggested changes.

**Bids and Contracts:**

The Board next reviewed the requested customer release dated July 25, 2011 from Mark DiLemmo of DiLemmo Construction, Contract 570-11-01, Contractor Services due to an entry error that was made by the contractor on the bid documents. The Solicitor advised that all was in proper form for Board approval, if desired.

Motion by member Mengel, seconded by member Sanders, the Board unanimously accepted the contract release from DiLemmo Construction.

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

Mr. Bender requested a motion to accept the highest qualified bids received via the Municibid Program on 9/09/11, for various surplus vehicles and equipment. (Copy on file). Upon motion by member Sanders, seconded by member Mengel, 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	Mrs. Nagel		x			
	Mr. Tenney					x
	Mrs. Sanders	Initiator	x			
	Mr. Kavash		x			
	Ms. Mengel	Seconded	x			

**Resolutions:**

**Resolution 2011-13** PennDOT 3 Year (2011 to 2014) Master Casting Agreement allowing PennDOT contractors to make adjustments to water line appurtenances and the Authority will reimburse PennDOT for their work. 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			

**Solicitors Report:**

Mr. Clarke had nothing to report for this meeting.

**Engineers Report:**

Mr. Heydt had nothing to report for this meeting.

**Operations Report:**

Mr. Berry reviewed the monthly status reports and noted that nothing was out of the ordinary.

**Bills & Requisitions Approval:**

Mrs. Lezoche noted that payment for the already approved capital purchase of the new utility truck was included in these disbursements and that there was nothing else out of the ordinary, Mrs. Lezoche asked for approval to pay the following:

- a. **Approval of Bills and Requisitions of 08/11/2011 in the amount of \$294,407.53**
- b. **Approval of Bills and Requisitions of 08/24/2011 in the amount of \$285,480.25**
- c. **Approval of Bills and Requisitions of 08/31/2011 in the amount of \$170,084.85**
- d. **Approval of Bills and Requisitions of 09/07/2011 in the amount of \$167,060.85**
- e. **Approval of Bills and Requisitions of 09/15/2011 in the amount of \$105,151.78**

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. Nagel		x			
	Mr. Tenney		x			
	Mrs. Sanders		x			
	Mr. Kavash	Initiator	x			
	Ms. Mengel	Seconded	x			

**Executive Directors Report:**

Mr. Bender reported that discussions are continuing with Bucks County Water and Sewer Authority, and then updated the Board on several pending contracts for bulk water sales with other entities.

**Adjournment:**

There being no further business before the Board, upon motion by Mr. Kavash, seconded by Mrs Sanders, the meeting was adjourned at 6:00 pm.

All present voted in favor.

A handwritten signature in blue ink that reads "Carole M. Sanders". The signature is written in a cursive style.

Secretary