

**North Wales Water Authority
Board of Directors Meeting
Minutes of 10/11/2017**

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA Offices, 200 W. Walnut Street, North Wales, PA., 19454, and was called to order 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;

<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
Donna L. Mengel	NWWA	Secretary	Present
Herbert W. Kavash	NWWA	Treasurer	Present
Gregory J. D'Angelo	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Brad S. Fisher, P.E.	NWWA	Director of Eng. / Ops.	Present
Christine Lezoche	NWWA	Director of Finance	Absent
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Mrs. Lezoche was excused as she was away at a work related conference

Mrs. Nagel acknowledged that the solicitor has requested an Executive Session after the regular meeting to discuss a personnel matter.

Executive Session Report

None at prior meeting

Approval of Minutes:

The Board considered approval of the Minutes of 09/27/2017. Upon a motion of member D'Angelo, seconded by member Tenney, the minutes were approved as presented.

<u>Vote Record</u>						
Approved			Yes/Aye	No/Nay	Abstain	Absent
Tabled	Mrs. Nagel		x			
Failed	Mr. Tenney	Seconded	x			
	Ms. Mengel		x			
	Mr. Kavash		x			
	Mr. D'Angelo	Initiated	x			

Public Comment:

There was no public comment.

Resolutions:

Resolution 2017-10 accepting and approving the PennDOT Master Casting Agreement was presented. It was noted that this agreement allows the Authority to participate in certain PennDOT projects at a reduced rate, also allowing Mr. Bender, Mr. Fisher and Mr. Murphy to execute those agreements with PennDOT, as needed.

Vote Record

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

Bids and Contracts: None for consideration this meeting

Solicitors Report:

Mr. Clarke presented a water main Extension Agreement for NWWA Job # E-1020 for MDG 1 LLC, aka the Frost Tract, located in New Britain Township, for approval. Upon a motion of member Mengel, seconded by member D'Angelo, the documents were approved as presented.

Vote Record

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

Mr. Clarke next acknowledged and presented Mr. Kavash's resignation letter to the Board. He noted that Mr. Kavash offered to make his resignation effective at the time of appointment of a replacement. Mr. Kavash stated that he will miss working with everyone on the Board and has enjoyed his time being here and working with everyone. Mrs. Nagel stated that he has been an asset to the Board and his service through the years has been greatly appreciated. Several other Board members offered similar comments thanking and commending Mr. Kavash for his work. Upon a motion by Member Kavash, seconded by Member Tenney, the Board accepted Mr. Kavash's resignation with sincere regrets, upon the appointment of a replacement member, also instructing Mr. Bender to formally advise the Borough Officials of this action.

Vote Record

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

Ms. Fiala presented the Trail Easement Agreement between Whitpain Twp. and the Authority for approval. The easement is to permit the Township to construct and maintain a footpath across Authority property at 1209 Township Line Road, including both a recreational trail and pedestrian boardwalk. Upon a motion by member D'Angelo, seconded by member Mengel, the agreement was approved as recommended.

☑ Vote Record

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

Engineers Report:

Mr. Heydt presented Payment Application #1, in the amount of \$29,334.60 for Contract 530-17-15 Dickerson Road to Barrasso Excavation.

Upon a motion by member Tenney, seconded by member D'Angelo, the payment was approved as recommended.

☑ Vote Record

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

Mr. Heydt next presented Payment Application #2 from Joao & Bradley Construction for Bid Contract 833-17-14 Sewer Lateral Grant Phase 2 ,in the amount \$135,097.25.

Upon a motion by member Mengel, seconded by member Tenney, the payment was approved as recommended.

☑ Vote Record

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

Operations Report:

Mr. Fisher presented the monthly operations report noting that nothing is out of the ordinary. Mr. Fisher updated the Board on the following items:

- Monthly flows and consumption statistics
- Main Break that occurred on Sept 12 on Broad Street, near Allentown Road
- New 18 acre development at Stump Rd & Route 309 in Montgomery Township

Bills & Requisitions Approval:

Mr. Bender reported that there were no payments or activities out of the ordinary on the bills listings, described one customer reimbursement for a water service problem, recommending and requesting Board approval to pay all invoices, to process all refunds, and to transfer and/or requisition funds, as presented.

- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/25/2017**
- Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/29/2017**

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

Roll Call Vote Record

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

Mrs. Nagel abstained due to a reimbursement of traveling expenses for the PMAA conference on check run a.

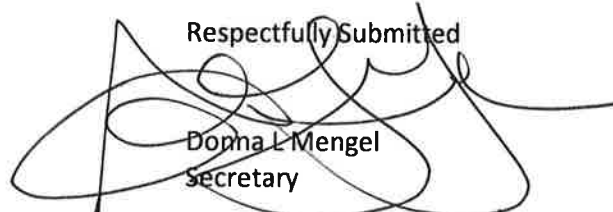
Executive Directors Report:

Mr. Bender reviewed the attached Lucity update. Lucity is the asset management software that the Authority operation teams are using to track all types of things in our system. He stated that there are several employees that have been spearheading this project and that most notable Rich Kozy has been taking charge of getting the project off the ground and running. He noted that Matt Coletta and Vanessa Curran also have been diligently working with the program, including the water quality module.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member Tenney the business meeting was adjourned into Executive Session at 5:35 pm.

All present voted in favor.

Respectfully Submitted

 Donna L. Mengel
 Secretary