

**North Wales Water Authority
Board of Directors Meeting
Minutes of 10/14/2015**

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	Present
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

*Ms. Mengel arrived at the meeting at 5:05 pm.

Executive Session Report

None at prior meeting

Approval of Minutes:

The Board considered approval of the Minutes of 09/09/2015. Upon a motion of member D'Angelo, seconded by member Kavash, the minutes were approved.

Vote Record

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

Public Comment:

There was no public comment.

Resolutions:

None scheduled this meeting

Bids and Contracts:

None scheduled this meeting

Solicitors Report:

Mr. Clarke asked for an Executive Session at the end of the regular meeting to discuss a personnel matter and pending real estate transactions. Mr. Clarke then presented the Extension Agreement and Deed of Dedication of Public water Easements for NWWA Project # E-0973 Preserve at Gwynedd aka Samantha Court, Upper Gwynedd Township, for MVP/Wagner. Upon a motion by member Tenney, seconded by member Kavash the agreements were approved.

Vote Record

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

Ms. Fiala next presented to the Board with several customer documents related to the West Walnut Street water and sewer upgrade project. This project is also part of the Sewer Lateral Rehabilitation and abatement program. Ms. Fiala requested Board approval of the agreements, as presented, and also that the Board authorize Robert Bender, Brad Fisher and/or Mark Elser to execute the agreements on behalf of the Authority, as needed.

Upon motion of member Mengel, seconded by member Kavash, the request was approved.

Vote Record

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

Ms. Fiala next presented the Board with a revised Purchase Agreement between the Authority and Solebury Partners LP and Logan Square Condominium Associations, providing for the acquisition of the community water system commonly referred to as Logan Square, requesting approval of the following motion: *" I hereby move that the North Wales Water Authority Board, by and through its authorized officers, revoke its approval of the Agreement as presented on August 19, 2015, to Purchase the Water System owned by Solebury Partners, L.P. and Logan Square Condominium Association, Inc. ("Agreement"), and to approve a revised Agreement ("Revised Agreement"), as presented, conditioned upon approval by the Solicitor of all necessary documentation associated with the Revised Agreement. The Board moves to permit the Executive Staff and Professionals to notify Solebury Partners, L.P. and Logan Square Condominium Association (together, the "Sellers") that the Revised Agreement has been approved and to take all steps necessary to implement the Revised Agreement, including execution and acknowledgement of Bills of Sale and a Deed of Dedication, to be signed by the Sellers, and execution of all necessary easements"*.

Upon motion of member Tenney, seconded by member Kavash, the motion was passed, as presented.

Vote Record

x	Approved		Yes/Aye	No /Nay	Abstain	Absent
	Tabled	Mrs. Nagel		x		
	Failed	Mr. Tenney	Initiator	x		

Ms. Mengel		x			
Mr. Kavash	Seconded	x			
Mr. D'Angelo		x			

Engineers Report:

Mr. Heydt distributed to the annual budget certification letter. He then gave an update on the West Walnut Street project. He reported that the contractor is doing very well considering he can only work between the hours of 9 am to 3 pm - per PennDOT regulations. The contractor is working in very close quarters with other utilities in the road. Mr. Fisher added that now that the West Point Pike project in Upper Gwynedd has been completed, PennDOT may permit extended work hours for our project.

Operations Report:

Mr. Fisher further updated the Board on the West Walnut Street project, as well as the recent water main break on Sumneytown Pike. Pictures of the actual break were shown and he stated that we received many positive compliments from the public for our quick action in completing repair. He complimented contractor Guliani Paving for their work, noting that paving was being completed after midnight. He reported that the road currently has temporary paving on the surface, and that once all settlement has occurred, we will need to repave a surface coat in the spring.

Mr. Fisher next presented a Certificate of Completion and Dedication of Improvements for E-0942 for Jajope LLC., aka Horgan Brothers, for the development at Morris & North Wales Rds. in Worcester Township.

Upon a motion by member Mengel, seconded by member Tenney the Certificate was approved.

Vote Record

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

Bills & Requisitions Approval:

Mrs. Lezoche that there are no payments or activities out of the ordinary on the bills listings and recommends and request approval to pay all invoices, process all refunds, and to transfer and/or requisition funds, as presented.

- a. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/10/2015
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/16/2015
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/23/2015
- d. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 09/30/2015

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

Roll Call Vote Record

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

Executive Directors Report:

Mr. Bender asked the Board to approve the annual budget for fiscal years 2015-2016.

MOTION TO:

1. Accept **Consulting Engineer's Certificate - Approval of Operating Budget** - Fiscal year 2015-2016.
2. Approve the **Operations Budget for Fiscal Year 2015-2016**, with a fiscal year ending October 31, 2016, including:

Operating Revenues of	\$ 19,809,714
Non-Operating Revenues of	\$ 849,810
Total Revenues	\$ 20,659,524

Operation Expenses of	
Total Expenses	\$ 13,051,712

NET Income - before depreciation \$ 7,607,812

Depreciation \$ 5,250,000

3. Approve **Capital Improvements Budget for 2015-2016 of \$ 10,185,025**
4. Authorize the Finance Director to allocate Cell Antenna/Rental Revenues at a 50/50 ratio between the Water and Sewer revenue accounts.
5. Authorize staff base salary (or hourly rate) increases of 1.0%
6. Confirm that there shall be **no water rate increase** for Fiscal Year 2015-2016
7. Confirm that there shall be **no sewer rate increase** for Fiscal Year 2015-2016
8. Authorize Authority Performance Incentive pool per budget allocation.
9. Authorize the Executive Director and Finance Director to take all actions necessary to implement this approved budget and financial plan.
Upon a motion by member Kavash, seconded by member D'Angelo, the budget was approved by all.

Roll Call Vote Record

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

Adjournment:

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

All present voted in favor.

Respectfully Submitted

Donna L. Mengel, Secretary