

**North Wales Water Authority
Board of Directors Meeting
Minutes of 11/15/2017**

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	Absent
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 was excused as she was on vacation.

Executive Session Report

Mrs. Nagel acknowledged that there was an Executive Session after the regular meeting last month to discuss a personnel matter.

Approval of Minutes:

The Board considered approval of the Minutes of 10/11/2017. Upon a motion of member D'Angelo, seconded by member Tenney, the minutes were approved as presented.

Vote Record

<input checked="" type="checkbox"/> 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	Initiator	x			

Public Comment:

There was no public comment.

Resolutions:

Resolution 2017-11 was presented and approved, providing for PennDOT Reimbursement of 75 per cent for water line work associated with a PennDOT project along SR 0202 Section 61N, in Whitpain Twp., near Cherry Lane. The Resolution also authorizes Mr. Bender to execute the agreements with PennDOT, as needed, and Mr. Fisher to attest the documents. Upon a motion by member Tenney, seconded by member Kavash the resolution was approved.

☑ Vote Record

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

Bids and Contracts:

Mr. Bender presented a summary of the recent bids that were solicited by Forest Park Water through the Penn BID program, for Mechanical work associated with the 3MGD upgrade and expansion project at Forest Park, requesting approval of the recommendation by staff and professionals with the apparent lowest responsive bidder being Delta T. Mechanical Company of Mohnton Pa., in the amount of \$180,275.00.

Upon a motion by member Tenney, seconded by member Kavash the bid was approved.

☑ Vote Record

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

Solicitors Report:

Mr. Clarke presented the Solebury Township Agreement for approval. He explained that is essentially a cooperation agreement, also providing certain assurances on operations, including provisions restricting the exportation of water from the municipality, and other protective provisions. There are currently 8 wells in the township owned by the NWWA, within several small water systems.

Upon a motion of member Tenney, seconded by member D'Angelo, the agreement was approved as presented.

☑ Vote Record

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

Mr. Clarke presented the Board with a letter dated November 15 2017 outlining the annual performance review for the Executive Director, along with an employment agreement addendum also dated November 15, 2017, for Board consideration.

Upon a motion by member Tenney, seconded by member Kavash the performance review and amendment 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			

Engineers Report:

Mr. Heydt presented Change Order #1 for Contract 530-16-09 for the Symphony Lane Water Main Replacement Project, for the contract with Passerini & Sons. This change order includes additional work that was required, increasing the contract amount by \$9,200.00.

Upon a motion by member Kavash, seconded by member D'Angelo, the change order was approved as recommended.

☑ Vote Record

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

Mr. Heydt presented Payment Application #2, in the amount of \$8,740.00 for Contract 530-16-09 Symphony Lane Main Replacement Project from Passerini & Sons for processing.

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

☑ Vote Record

X	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 Initiator	x			

Mr. Heydt presented Change Order #1 for Contract 833-17-14 Sewer Lateral Grant Project from Joao & Bradley Construction for additional work that was required, such as CIPP lining of several laterals.

Upon a motion by member D'Angelo, seconded by member Kavash, the change order was approved as recommended.

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

Mr. Heydt next presented final Change Order #1 and Final Payment Application #2 from Barrasso Excavation Inc., in the amount \$51,323.35 for Contract 530-17-15 Dickerson Road Main Extension Project. Upon a motion by member Tenney, seconded by member Kavash, the change order and payment were approved for processing as recommended.

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

Mr. Heydt next presented Payment Application #2 from V T Painting, in the amount \$347,637.50 for Contract 521-17-01 A & B Blue Bell & Susquehanna Tank Painting Project. Upon a motion by member Tenney, seconded by member Kavash, the payment was approved for processing contingent upon receipt, review, and approval of the weekly payroll certification records requested by the engineer, including all work completed to date.

☑ Vote Record						
X Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Initiator	x			
	Ms. Mengel					x
	Mr. Kavash	Seconded	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
- New tank mixers that will be installed
- Commenced planning of the new billing system implementation that will affect all areas of the Authority

Bills & Requisitions Approval:

Mrs. Lezoche reported that there were no payments or activities out of the ordinary on the bills listings, recommending and requesting Board approval to pay all invoices, to process all refunds, and to transfer and/or requisition funds, as presented.

- a. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/12/2017**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/19/2017**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/26/2017**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 11/01/2017**
- e. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 11/09/2017**

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

Roll Call Vote Record

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

Executive Directors Report:

Mr. Bender reported that Ritajeane Joyce and Mark Elser recently attended the PWEA Storm water Summit in State College and returned with valuable information for our review in considering this potential project

Mr. Bender then asked the Board for authorization to move forward with the permanent easement offer on the proposed Montgomery 3 tank site based upon the appraised value and final legal review. Upon a motion by member D'Angelo, seconded by member Tenney, Mr. Bender was authorized to move forward as proposed.

Vote Record

X	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	Initiator	x		

Mr. Bender then asked the Board for approval to prepare and submit new grant applications to the recently announced DCED Small Water Systems Program, which will consider up to 85% funding for water and/or sewer projects with budgets between \$30,000 and \$500,000. The NWWA applications are anticipated to include proposed continuing work on the Borough sanitary sewer system, as well as potentially interconnecting several of the small water system within in Bucks County. Upon a motion by member Tenney, seconded by member Kavash the Board authorized Mr. Bender to proceed.

Vote Record

X	Approved		Yes/Aye	No/Nay	Abstain	Absent

Tabled Failed	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel					x
	Mr. Kavash	Initiated	x			
	Mr. D'Angelo		x			

Adjournment:

There being no further business to be brought before the Board, upon motion by member Kavash, seconded by member Tenney the business meeting was adjourned at 5:35 pm., at which time the Board adjourned into an Executive Session as requested by Mr. Bender, for the sole purpose of updating the Board on a pending real estate matter, with no official action required or anticipated.

All present voted in favor.

Respectfully Submitted

Gregory J. D'Angelo
Assistant Secretary/Treasurer