

**North Wales Water Authority
Board of Directors Meeting
Minutes of 11/16/2016**

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 5:05 pm.

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/Facetime
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
Bradley S. Fisher, P.E.	NWWA	Dir of Engineering/Ops	Present
Christine Lezoche	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Kenneth Heydt, PE	Carroll Engineering	Authority Engineer	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present

Executive Session Report

Ms. Fiala reported that there was an executive session after the last meeting to discuss a personnel matter.

Approval of Minutes:

The Board considered the Minutes of October 12, 2016.

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

Vote Record

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

Public Comment: No Public Present

Resolutions:

None this meeting

Bids and Contracts:

Mr. Heydt presented the Penn Bid results for NWWA Contract 530-16-11 SCP-508N aka: Sumneytown Pike Road Restoration Project. This work will replace the temporary patching that was completed after a water main break. The apparent low bidder is James D Morrissey Inc., with a bid amount of \$112,018.60. Upon a motion by member D'Angelo, seconded by member Tenney, all members with member Mengel abstaining due to a conflict, voted to award the contract. Ms. Mengel noted that a relative works for the vendor.

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

Solicitors Report:

Ms. Fiala presented the Bucks County Water and Sewer Shut Off Agreement for approval, noting that the Pa. Water Services Act requires the NWWA to shut off water for non-payment of sewer bills, according to certain procedures. The agreement includes safeguards, including a requirement that the BCWSA is solely responsible for adherence to all required notifications to their customers. Upon a motion by member Mengel, seconded by member D'Angelo the agreement was approved as presented.

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

Ms. Fiala presented a proposed motion granting approval of the updated terms applicable to the existing employment contract for Executive Director, Robert C. Bender. Upon a motion by member D'Angelo, seconded by member Mengel all those approved the agreement. Mr. Bender thanked the Board for their continued confidence in his work and for their kind comments.

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

Engineers Report:

Mr. Heydt next presented Payment Application #5 in the amount \$68,301.55 to Vollers Excavating & Construction for Bid Contract 530-16-08 Virginia Drive, for a water main relocation project.

Upon a motion by member Kavash, seconded by member D'Angelo, all those present voted in favor.

Vote Record

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

Operations Report:

Mr. Fisher presented the monthly operations report, noting all water flows and operational activities were with the normal ranges. Joao & Bradley the contractor for the Gwynedd Manor Rd Project on Monday.

Bills & Requisitions Approval:

Mrs. Lezoche 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 10/13/2016
- b. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 10/19/2016
- c. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 10/27/2016
- d. Ratification of Bills, Customer Refunds, Fund Transfers & Requisitions for list dated 10/31/2016

Upon a motion by member Kavash, seconded by member Tenney, all members voted in favor.

Roll Call Vote Record

x Approved			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 updated the Board on several pending matters, as follows:

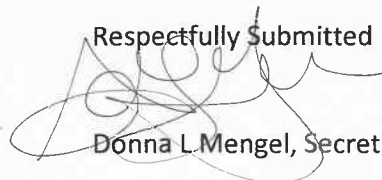
- Noted the receipt of a letter of support from North Wales Borough in support of the recent NWWA grant application for continued I&I work.
- Noted that the NWWA has now filed two (2) new Grant Applications. One is the sewer repairs to mains and laterals along Elm Ave in North Wales Borough. The second is for water system interconnections involving the Aquetong systems in Solebury Township, Bucks County.
- Mr. Bender advised that the PA DEP has declared a Drought Watch in our area.
- Summarized the proposed revisions to the Warrington Township water supply agreement, advising that a draft is being forwarded to Warrington for their review and approval.
- That Warminster Township has forwarded a letter requesting increased maximum capacity, as soon as it is available.
- Advised that Jeff Pifer at Forest Park is working on a plant to increase the number of filtering additional membranes into the plant to increase plant output by another 3 MGD. He distributed a spreadsheet showing the estimated cost, at Six Million Dollars, and including a Forest Park financing with backing by both NPWA and NWWA, with all debt service payments being made directly by Forest Park from water revenues of all customers.
- Mr. Bender noted that he will be working with both in-house staff and the consulting engineer to prepare preliminary concepts, designs, and cost estimates associated with our future plans to interconnect the various Aquetong/Solebury water systems, primarily to enhance system reliability and fire service safety.
- He noted that we were in exploratory discussions and due diligence investigations related to the possible acquisition of an additional small water system in the Solebury/New Hope area
- He noted that we have continues to test for PFC/PFOS/PFOA contamination at various points within our water system and all lab reports from Eurofins have been coming back non-detect.
- Mrs. Nagel asked if we had heard anything about a proposed sewer rate increase from Upper Gwynedd Township. Mr. Bender responded advising that he had not received any official notice of any proposed increase, but that he had noted the newspaper article as well.

Adjournment:

There being no further business before the Board, upon motion by member Kavash, seconded by member D'Angelo the business meeting was adjourned at 5:35 pm.

All present voted in favor.

Respectfully Submitted



Donna L. Mengel, Secretary