

**North Wales Water Authority
Board of Directors Meeting
Minutes of 11/18/2015**

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA Offices, 200 West Walnut Street, North Wales, PA., 19454, and 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	Absent*
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

Executive Session Report

The Solicitor reported that there was a brief Executive Session to review and report upon real estate and personnel after the last meeting, and that no official action was taken.

Approval of Minutes:

The Board next considered approval of the minutes of 10/14/2015.

Upon a motion of member Mr. Kavash, seconded by member Mr. Tenney, 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	Seconded	x		
		Ms. Mengel				x
		Mr. Kavash	Initiated	x		
		Mr. D'Angelo				x

Public Comment:

There was no public comment.

Resolutions:

None scheduled this meeting

Bids and Contracts:

None scheduled this meeting

Solicitors Report:

Mr. Clarke presented a Professional Services Agreement for NWWA Project # E-1006, Spring House Village in Lower Gwynedd Township, for approval.

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

Vote Record

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

Mr. Clarke next presented a suggested motion to "amend the terms of employment for Executive Director Robert C. Bender, pursuant to the term and conditions of the correspondence of November 18th, 2015, by the Board executed by Joan H. Nagel, titled "Performance Review", and to approve a Second Addendum to the Employment Agreement dated November 18, 2015."

Upon a motion by member Mr. Kavash, seconded by member Mr. Tenney, the agreements were approved.

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

* Ms. Mengel arrived at the meeting at 5:10pm

* Mr. D'Angelo arrived at the meeting at 5:12pm.

Engineers Report:

Mr. Heydt presented Payment Application #1 for Doli Construction, in the amount of \$428,364.45, for NWWA Project # 530-15-07 - West Walnut Street, requesting approval.

Upon a motion by member Mr. Tenney, seconded by member Mr. Kavash, the payment was approved as recommended and requested.

Vote Record

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

Operations Report:

Mr. Fisher presented a Certificate of Completion and Dedication of Improvements for project E-0903, Deerfield Estates by Philomeno & Salamone, for work completed at the Morris Road project within Whitpain Township.

Upon a motion by member Ms. Mengel, seconded by member Mr. Tenney, the Certificate was accepted and approved.

Vote Record

x	Approved		Yes/Aye	No /Nay	Abstain	Absent

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

Mr. Fisher presented a Certificate of Completion and Dedication of Improvements for E-0905 for Ruby Tuesday / Raymond Au, being located in Montgomery Township.
Upon a motion by member Mr. Kavash, seconded by member Mr. D'Angelo, the Certificate was approved.

□ Vote Record

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

Mr. Fisher presented a Certificate of Completion and Dedication of Improvements for E-0976 for the Dion Tract, a development at Morris Road in Upper Gwynedd Township.
Upon a motion by member Mr. Tenney, seconded by member Ms. Mengel, the Certificate was approved.

□ Vote Record

x Approved Tabled Failed			Yes/Aye	No /Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Initiated	x			
	Ms. Mengel	Seconded	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: 10/07/2015**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/14/2015**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/21/2015**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/28/2015**
- e. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/30/2015**

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	Initiated	x			
	Mr. Kavash	Seconded	x			
	Mr. D'Angelo		x			

Executive Directors Report:

Mr. Bender presented to the Board an updated "Right-To- Know" Administrative Policy. This policy outlines the process to respond to any RTK. He noted that the policy had been reviewed and endorsed by the Solicitors office.

Upon a motion by member Mr. D'Angelo, seconded by member Mr. Tenney the policy was approved.

Roll Call Vote Record

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

Mr. Bender then updated the Board on the future water capacity and needs report prepared by Consultant Howard Woods. The Board requested that Mr. Bender arrange for a formal presentation by Mr. Woods at a future meeting.

Solicitor Clarke then asked the Board if they wished to reconsider the earlier vote to amend the employment agreement for Executive Director Bender, as two Board members arrived after the initial vote was taken. The Board agreed.

Upon motion of member Mengel, seconded by member D'Angelo, the prior motion was temporarily rescinded, and then reapproved under the same terms and conditions as previously stated, with a vote as follows:

Roll Call Vote Record

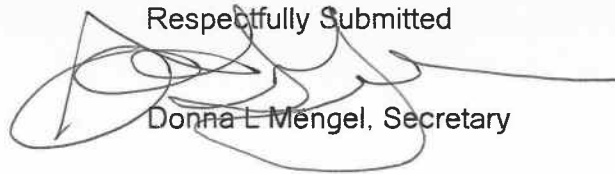
x	Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
		Mrs. Nagel		x			
		Mr. Tenney	Seconded	x			
		Ms. Mengel		x			
		Mr. Kavash		x			
		Mr. D'Angelo	Initiated	x			

Adjournment

There being no further business to be brought before the Board, upon motion by member Mr. D'Angelo, seconded by member Mr. Tenney the meeting was adjourned at 5:46 pm.

All present voted in favor.

Respectfully Submitted



Donna L Mengel, Secretary