

Board Meeting of 12/03/2008

North Wales Water Authority

6:00 PM Meeting called to order by Mr Tenney on 12/03/2008 at NWWA - Board Room, 200 W Walnut St, North Wales, PA.

Pledge of Allegiance & Roll Call

Attendee Name	Organization	Title	Status
Joan Nagel	North Wales Water Authority	Chair	Absent
Albert Tenney	North Wales Water Authority	Vice Chair	Present
Lawrence Clever	North Wales Water Authority	Secretary	Present
Herbert Kavash	North Wales Water Authority	Treasurer	Present
Carene Makinson-Sanders	North Wales Water Authority	Asst Treasurer/Secretary	Present
Robert C Bender	North Wales Water Authority	Executive Director	Present
Raymond J Berry	North Wales Water Authority	Director of Operations	Present
Laurie A Hagey	North Wales Water Authority	Finance Director	Present
Michael P Clarke	Rudolph Pizzo Clarke	Authority Solicitor	Present
Brad Fisher	Carroll Engineering	Authority Engineer	Present
Heather Durant	Rudolph Pizzo Clarke	Authority Solicitor	Present

Mrs Nagel had called earlier and reported that she would not be able to attend the meeting.
Mrs Sanders arrived at 6:05 pm

Mr Clarke reported that at the end of the regular meeting on 11/12/2008 there was an Executive Session held to discuss a potential litigation and personnel matters.

The Board then went into an Executive Session at 6:03 pm and reconvened the regular meeting at 7:00 pm. The purpose of the session was to discuss potential litigation.

Mr Tenney acknowledged the correspondence that was received.

Minutes Approval

» Accept the Minutes of 11/12/2008

✓ Vote Record - Minutes						
			Yes/Aye	No/Nay	Abstain	Absent
x Accepted	Joan Nagel					<input checked="" type="checkbox"/>
	Albert Tenney		<input checked="" type="checkbox"/>			
	Lawrence Clever	Initiator	<input checked="" type="checkbox"/>			
	Herbert Kavash		<input checked="" type="checkbox"/>			
	Carene Makinson-Sanders	Seconder	<input checked="" type="checkbox"/>			

Public Portion

No members of the public were present

Discussions

Mr Bender distributed to the Board copies of the Consulting Engineers Certification of the Budget as required.

Mr Bender then asked for approval of the SEPTA easement agreement that was presented previously to the Board.

Mr Kavash asked if these ever expire. Mr Bender stated that they do not. Mr Fisher stated that SEPTA operates in a slightly different manner. If we should need to get access to the water line we are required to get a Right of Entry Permit from SEPTA and that would have an expiration date.

The Board then voted.

Motion to Approve SEPTA Registry #4727 Easement Agreement for the North Wales Train Station Parking Lot

✓ Vote Record -			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney	<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash	Secunder	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Bender presented for approval the Right-To-Know law rules of compliance and he will be the designated contact for this. The Board then voted.

Motion to Approve Resolution 2008-24 the Right To Know Rules of Compliance

✓ Vote Record -			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney	<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash	Secunder	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Tenney asked for a motion of approval for the agreement doe E-0944 General Hancock partnership The Board then voted

Motion to Approve the Extension Agreement for E-0944 General Hancock Partnership

✓ Vote Record -			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney	<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash	Secunder	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Motion to Approve the Deed of Dedication for E-0944 General Hancock Partnership

✓ Vote Record -			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney	<input checked="" type="checkbox"/>			
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders	Secunder	<input checked="" type="checkbox"/>		

North Wales Water Authority - Minutes

Mr Bender asked for approval on the Cricket Communications agreement. The final paperwork still has to be received. The Board then voted

Motion to Approve the Cricket Communications Lease at Water Tower Sq as prepared by the solicitor , subject to receipt of all items deemed necessary by the Executive Director and copies of the proposed agreement

✓ Vote Record -						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney		<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders	Seconder	<input checked="" type="checkbox"/>		

Resolution 2008-25 was presented by Mr Bender for approval. This will increase the sewer rates by 20% on 01/01/2009

Motion to Approve Resolution 2008-25 the Sewer Rate Increase that is effective as of 01/01/2009

✓ Vote Record -						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney		<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconder	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders	Initiator	<input checked="" type="checkbox"/>		

Mr Fisher presented Payment Application #7 for approval. This includes Change Order #1 that was approved at the last meeting

Motion to Approve Payment Application #7 for Contract 530-08-15 in the amount of \$ 123,775.73 to N Abbonizio Contractors Inc

✓ Vote Record -						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney		<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconder	<input checked="" type="checkbox"/>		
		Herbert Kavash	Initiator	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Fisher presented Change Order #2 for the modification of 3 manholes

Motion to Approve Change Order #2 for Contract 530-08-15 in the amount of \$6,482.00

✓ Vote Record -						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney		<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconder	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders	Initiator	<input checked="" type="checkbox"/>		

Mr Fisher presented Change Order #3 for the SEPTA parking lot portion of the project. We were required to do the work on the weekend and this also required additional signage.

Motion to Approve Change Order #3 for Contract 530-08-15 in the amount of \$45,934.79

✓ Vote Record -						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel				x
		Albert Tenney		<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconder	<input checked="" type="checkbox"/>		
		Herbert Kavash	Initiator	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Mr Berry then reported on the Operational activities for the month and presented a few end-of-fiscal-year facts. In the customer service area our electronic transactions have increased. These include e-billing and online payments.

Production is normal for this time of year. Our end of year metered ratio to water pumped is approx 96%. This means that our unaccountable water is only around 4%. This water would be for our flushing of new lines and annual maintenance flushing.

Mr Berry reported on the number of hydrants that were maintained for the year and new services. He also reported that since Mrs. Hagey came on board we have closed nine E-jobs. , capitalizing approximately \$2.1 million into fixed assets.

Mrs. Hagey reported that the annual audit is scheduled to commence on December 10th. She also reported that Standard & Poor's has performed an analysis and have upgraded the Authority our rating from AA- to AA.

Mrs Hagey then asked for approval for payment of bills and requisitions in the amount of \$1,203,713.84. Mr Clever asked who "Checkfree" was, and it was explained to be a pay-by-phone company that we receive electronic payment files from. They charge a small administrative fee for the file.

Bills & Requisitions Approval

» Motion to Approve the Bills & Requisitions in the amount of \$ 1,203,713.84

✓ Vote Record –		Yes/Aye	No/Nay	Abstain	Absent
x	Accepted				x
	Joan Nagel				
	Albert Tenney	<input checked="" type="checkbox"/>			
	Lawrence Clever		Initiator		
	Herbert Kavash	<input checked="" type="checkbox"/>	Seconder		
	Carene Makinson-Sanders	<input checked="" type="checkbox"/>			

Mr Bender then reported on his activities. The mapping project that Chase Howse has been working on should be completed in late January. Chase has done a great job on this. The new maps will show all areas and the service providers.

The Bucks County Consortium has admitted the Authority, but the Montgomery County Consortium will need to change their by-laws to admit Authorities, and a motion had been made by them to make this happen.

Mr Bender and Mr Berry are working on the new Goals and Objectives matrix. Employees will be given clearly defined expectations and timelines for their work.

Mr Bender is also investigating advanced electric purchase agreements. He has spoken to Mrs Patton at the Borough about the possibility of solar panels on our building and the issue of our building being in a historic district, all in an effort to save the Authority money on future electric supply.

The Annual report theme will be "World Class In Your Backyard", and this will be ready after the audit is completed and included. We are hopeful to have this by the end of January for review.

A brief executive session was held during which time Mr. Bender reviewed his plans to distribute the employee performance incentive awards. As the amount proposed was less than approved within the 2008/09 budget, and without objection, Mr. Bender is to proceed. No Board action was needed.

Statements

There being no further business a motion was made by Mr. Kavash, seconded by Mr. Clever, to adjourn the meeting at 7:50 pm. All present voted in favor.

Lawrence Clever

Secretary

MINUTES