

# North Wales Water Authority Board of Directors

## Business Meeting Minutes of 12-07-2011

### Call to order:

The meeting was advertised and held at the NWWA Offices, 200 W. Walnut St, North Wales, PA 19454, and called to order by Board Chair, Joan Nagel, beginning 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;

| Attendee Name           | Organization        | Title                  | Status  |
|-------------------------|---------------------|------------------------|---------|
| Joan Nagel              | NWWA                | Chair                  | Present |
| Albert Tenney           | NWWA                | Vice Chair             | Present |
| Carene Makinson-Sanders | NWWA                | Secretary              | Present |
| Herbert Kavash          | NWWA                | Treasurer              | Present |
| Donna Mengel            | NWWA                | Asst. Sec/Treasurer    | Present |
| Robert C. Bender        | NWWA                | Executive Director     | Present |
| Raymond J. Berry        | NWWA                | Director of Operations | Present |
| Christine Lezoche       | NWWA                | Director of Finance    | Present |
| Melissa Fiala           | Rudolph Clarke Kirk | Authority Solicitor    | Present |
| Kenneth Heydt, P.E.     | Carroll Engineering | Authority Engineer     | Present |

### Approval of Minutes:

The Board next considered approval of the Minutes of 11/09/2011. Upon a motion of member Kavash, seconded by member Tenney, the minutes were approved.

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

**Public Comment:** No members of the public were present.

**Bids and Contracts:**

Mr. Bender presented the Warwick Twp. Water & Sewer Intermunicipal Agreement for acceptance. This agreement was previously approved by the Board in draft form, and was presented for execution by the Chair. Upon a motion member Mengel, seconded by member Tenney the final form of the agreement was accepted and approved, as follows.

| <b>Vote Record</b> |              |           |                |               |                |               |
|--------------------|--------------|-----------|----------------|---------------|----------------|---------------|
|                    |              |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
| x Approved         | Mrs. Nagel   |           | x              |               |                |               |
|                    | Mr. Tenney   | Seconded  | x              |               |                |               |
|                    | Mrs. Sanders |           | x              |               |                |               |
|                    | Mr. Kavash   |           | x              |               |                |               |
|                    | Ms. Mengel   | Initiator | x              |               |                |               |

Mr. Bender asked for acceptance of the Whitpain Twp. Sewer Service Termination Agreement. This agreement provides for the Authority to terminate the service to Whitpain Twp. sewer customers for non-payment of sewer charges, upon proper notifications by Whitpain Twp. Upon motion of member Tenney, seconded by member Kavash, the agreement was accepted as follows.

| <b>Vote Record</b> |              |           |                |               |                |               |
|--------------------|--------------|-----------|----------------|---------------|----------------|---------------|
|                    |              |           | <b>Yes/Aye</b> | <b>No/Nay</b> | <b>Abstain</b> | <b>Absent</b> |
| x Approved         | Mrs. Nagel   |           | x              |               |                |               |
|                    | Mr. Tenney   | Initiator | x              |               |                |               |
|                    | Mrs. Sanders |           | x              |               |                |               |
|                    | Mr. Kavash   | Seconded  | x              |               |                |               |
|                    | Ms. Mengel   |           | x              |               |                |               |

**Resolutions:**

None were presented or approved.

**Solicitors Report:**

Ms. Fiala had nothing to report for this meeting.

**Engineers Report:**

Mr. Heydt had nothing to report for this meeting.

**Operations Report:**

Mr. Berry reviewed the monthly operations and customer service reports for the Board. Discussion occurred on a few changes that need to be made to the reports regarding the flow data from Forest Park and Authority wells.

Mr. Berry presented the Certificate of Completion for E-0906 Loeb Tract for approval. Upon motion of member Tenney, seconded by member Kavash, the certificate was approved as follows.

| Vote Record |              |           |         |        |         |        |
|-------------|--------------|-----------|---------|--------|---------|--------|
|             |              |           | Yes/Aye | No/Nay | Abstain | Absent |
| x Approved  | Mrs. Nagel   |           | x       |        |         |        |
|             | Mr. Tenney   | Initiator | x       |        |         |        |
|             | Mrs. Sanders |           | x       |        |         |        |
|             | Mr. Kavash   | Seconded  | x       |        |         |        |
|             | Ms. Mengel   |           | x       |        |         |        |

Mr. Berry presented the Certificate of Completion for E-0944 General Hancock Hotels for approval. Upon motion of member Tenney, seconded by member Mengel, the certificate was approved as follows.

| Vote Record |              |           |         |        |         |        |
|-------------|--------------|-----------|---------|--------|---------|--------|
|             |              |           | Yes/Aye | No/Nay | Abstain | Absent |
| x Approved  | Mrs. Nagel   |           | x       |        |         |        |
|             | Mr. Tenney   | Initiator | x       |        |         |        |
|             | Mrs. Sanders |           | x       |        |         |        |
|             | Mr. Kavash   |           | x       |        |         |        |
|             | Ms. Mengel   | Seconded  | x       |        |         |        |

**Bills & Requisitions Approval:**

Mrs. Lezoche presented the listings of bills, requisitions and refunds for approval. She advised the Board that there were no items out of the ordinary and requested Board approval of the lists, as presented.

- a. **Approval of Bills, Requisitions and Refunds of 11/09/11 in the amount of \$371,622.00**
- b. **Approval of Bills, Requisitions and Refunds of 11/17/11 in the amount of \$336,854.60**
- c. **Approval of Bills, Requisitions and Refunds of 11/23/11 in the amount of \$201,256.20**
- d. **Approval of Bills, Requisitions and Refunds of 11/30/11 in the amount of \$ 26,382.44**

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

| Vote Record |              |           |         |        |         |        |
|-------------|--------------|-----------|---------|--------|---------|--------|
|             |              |           | Yes/Aye | No/Nay | Abstain | Absent |
| x Approved  | Mrs. Nagel   |           | x       |        |         |        |
|             | Mr. Tenney   |           | x       |        |         |        |
|             | Mrs. Sanders |           | x       |        |         |        |
|             | Mr. Kavash   | Initiator | x       |        |         |        |
|             | Ms. Mengel   | Seconded  | x       |        |         |        |

**Executive Directors Report:**

Mr. Bender presented the proposal from Howard Woods for assistance in developing a model for future Forest Park Water Rate setting. He explained that the proposal was reviewed and recommended by the FP Operating Committee. Upon approval of both Authorities, this project will enable Forest Park to move forward with consistent rate setting, and continue their efforts to develop a long term budget and capital improvement financial plan. Upon motion by member Kavash, seconded by member Tenney, the proposal was accepted.

| Vote Record |              |           |         |        |         |        |
|-------------|--------------|-----------|---------|--------|---------|--------|
|             |              |           | Yes/Aye | No/Nay | Abstain | Absent |
| x Approved  | Mrs. Nagel   |           | x       |        |         |        |
|             | Mr. Tenney   | Seconded  | x       |        |         |        |
|             | Mrs. Sanders |           | x       |        |         |        |
|             | Mr. Kavash   | Initiator | x       |        |         |        |
|             | Ms. Mengel   |           | x       |        |         |        |

Mr. Bender advised the Board that we had received official notice of a grant of \$500,000 by letter dated November 17, 2011, to pay for the upcoming decommissioning of the NWWA the sewer treatment plant. This grant will enable the Authority to proceed with the project, once the wastewater connection to Upper Gwynedd Townships system has been completed. The full project detail has yet to be developed. The Board asked Mr. Bender to thank Senator Greenleaf for his efforts in securing this funding. Several Board members commented upon the extra efforts of the NWWA staff over the past year in pursuing and successfully obtaining multiple grants to the benefit of NWWA customers. Mr. Bender noted that there would be an employee luncheon on December 22, at which time he would be certain to thank all of the staff, on behalf of the Board.

Mr. Bender next reported to the Board on his meeting with the EPA regarding the stormwater pilot project concept, noting that the EPA officials were very receptive to the concept plans; however, they stated that funding would be difficult at this time. Mr. Bender noted that he would continue in his investigation.

Mr. Bender then reminded the Board that Mr. Tenney's term on the Board was set to expire on 12/31, and that unless he was re-appointed to the Board, that this could be his last meeting. He then read a memo he had written earlier in the day personally thanking Mr. Tenney for his support and guidance, and noting citing Mr. Tenney's positive influence.

Ms. Mengel then added her thanks to the Mr. Tenney and hopes that he will be reappointed to the Authority Board. Several Board members echoed Ms. Mengels comments.

**Adjournment:**

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

All present voted in favor.



Secretary