

North Wales Water Authority Board of Directors

Minutes of 12/15/2010

Call to order:

The meeting was held at the NWWA Offices, 200 W Walnut St, North Wales, PA. 19454 and called to order by Board chair, Joan Nagel, at 6:00 p.m.

Pledge of Allegiance:

Mrs. Nagel led those 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
Michael P Clarke Esq.	Rudolph Clarke Kirk	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Mr. Clarke reported that there was a brief executive session at the end of the meeting on 12/01/2010 to discuss a personnel issue and a real estate matter and that no action was taken.

Approval of Minutes:

The Board next considered approval of the Minutes of 12/01/2010. Upon a motion of member Tenney, seconded by member Mengel, the minutes were unanimously approved.

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			

Public Comment:

No members of the public were present

Solicitors Report:

Mr. Clarke asked the Board to approve the previously presented employment agreement for Robert C Bender, the Executive Director. Upon a motion of member Kavash, seconded by member Tenney, the Motion was unanimously approved.

Mr. Clarke then discussed the joint Forest Park expansion with the Board and he stated that there was some technical language changes that are needed and that a final copy should be ready for review within a few days and he asked that the Board make a motion to approve the agreement pending review of the final draft by the Solicitor and the Executive Director.

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

Engineers Report:

Mr. Fisher asked for approval for the Payment Application #2 on Contract #521-09-21 Montgomery Tank Maintenance in the amount of \$99,552.82 to V & T Painting LLC. This contract was for the exterior and interior of the tank and the exterior portion was completed in the spring. The contractor is now working on the interior.

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

Mr. Heydt submitted proposals for the West St water and sewer replacement projects. These will be part of the I & I grant project and will be partially funded by that program grant.

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			

Operations Report:

Mr. Berry reported on the month end reports from the operations and customer service area. Nothing is out of the ordinary.

Mr. Berry presented the results of Bid Contract # 550-11-02 for the Water Quality Chlorine Residual Analyzers that were mandated by the DEP and would recommend that the Board award the contract to the apparent low bidder Environmental Service & Equipment Company in the amount of \$13,860.00.

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			

Mr. Berry reported that the Well #17 upgrade project requires a special type of pipe and that the advertisement for bid will be in the paper and that PennBID will be the format used. Results will be available at the 1st meeting in January for award.

Bills & Requisitions Approval:

Mrs. Lezoche stated that there was nothing out of the ordinary in the bills, reviewed the listings, and recommended and requested approval to pay all bills and process all requisitions, as presented.

- a. **Approval of Bills & Requisitions of 12/01/2010 in the amount of \$ 206,914.04**
- b. **Approval of Bills & Requisitions of 12/08/2010 in the amount of \$ 111,753.70**
- c. **Approval of Bills & Requisitions of 12/10/2010 in the amount of \$ 7,836.63**

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

Mrs. Lezoche also noted that the initial payment of \$2.9 million to Upper Gwynedd Township per the agreement dated 07/28/2010 is due and asked for a motion to approve the payment. Upon a motion of member Tenney, seconded by member Mengel, the Motion was unanimously approved.

Mrs. Lezoche also distributed a monthly budget to actual for November.

Executive Directors Report:

Mr. Bender noted that regular bills will need to be paid before the Board meets in January and would like to email the payables lists for approval and ratify the approvals at the 1st meeting in January. The Board was in agreement.

Other / New Business:

None

Adjournment:

There being no further business before the Board, upon motion by Ms. Mengel, seconded by Mrs. Sanders, the meeting was adjourned at 6:30 pm. All present voted in favor.

Carene Makinson-Sanders
Secretary