

**North Wales Water Authority
Board of Directors Meeting
Minutes of 12/16/2015**

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA Offices, 200 W. Walnut Street, North Wales, PA., 19454, and was 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	Absent
Gregory J. D'Angelo	NWWA	Asst. Sec/Treasurer	Present
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

Mr. Kavash and Ms. Mengel were excused from the meeting by the Chair due to scheduling conflicts.

Guest: Mr. Howard Woods was present to provide a presentation to the Board with regard to the projected Forest Park Capacity requirements. Mr. Woods reported that after reviewing and analyzing significant historical water usage data and trends, as well as population growth projections of the DVRCP, his projections through 2040 for the NWWA-NPWA-BCWSA, indicates that the Forest Park Plant will not require an expansion, and instead of expanding at this time, Mr. Woods recommended that we continue to monitor growth trends annually, and to continue to rely upon our wells for supplemental supply and peak flows. The Board noted receipt of his report dated November 9, 2015, as well as the single page summary attached to these minutes.

Executive Session Report

None at prior meeting

Approval of Minutes:

The Board considered approval of the Minutes of 11/18/2015. Upon a motion of member Tenney, seconded by member D'Angelo, the minutes were approved.

Vote Record

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

Mr. D'Angelo mentioned the recent loss of John Byrne, noting that Mr. Byrne was a past member of the Board serving the Authority for a number of years.

Public Comment:

There was no public comment.

Resolutions:

None scheduled this meeting

Bids and Contracts:

The Board next considered the proposal from Quad Construction Co. for Forest Park North Branch of the Neshaminy Creek Intake Improvements Project, in the bid amount of \$ 1,205,925. Mr. Fisher explained that the current intake system is in need of repairs, and this state of the art system will replace it, allowing the old system to remain during repairs and to serve as a backup. Upon a motion by member D'Angelo, seconded by member Tenney the contract was approved.

Vote Record

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

Solicitors Report:

Mr. Clarke presented a proposed DEP Consent Agreement pertaining to an reported by unconfirmed incident near Detweiler Rd, Warrington Township, (incorrectly noted as New Britain Twp. by DEP) on June 20, 2014, during which time it was alleged that water from NWWA operations had entered a nearby stream. After review of the matter, including the costs to defend the claim, the Board authorized settlement of the claim as proposed, as well as execution of the settlement documents.

Upon a motion by member Tenney, seconded by member D'Angelo the consent agreement was approved.

Vote Record

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

Ms. Fiala presented the Board with an amendment to the BCWSA Forest Park Water Purchase Agreement, extending the January 1, 2016 deadline for the BCWSA to notify the NWWA and NPWA of the amount of plant expansion desired, by a six month term, expiring on July 1, 2016. The Board noted the recommendation of Mr. Woods, as previously referenced, and the additional recommendation of the Executive Director to permit the extra time, thereby allowing all parties to consider potential alternative options. This amendment will be signed in counterpart by the three Authorities.

Upon motion of member Tenney, seconded by member D'Angelo, the amendment was approved.

Vote Record

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

Engineers Report:

Mr. Heydt asked the Board to approve Payment Application #2 for Bid Contract 530-15-07, for the West Walnut Street project, payable to Doli Construction, in the amount of \$228,805.94.

Upon motion of member Tenney, seconded by member D'Angelo, the payment was approved.

Vote Record

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

Mr. Heydt reported that the Work Change Directive was issued for the additional work to be performed on North Swartley Street. The final cost of this additional work will be presented as part of the final payment reconciliation.

Operations Report:

Mr. Fisher reviewed the monthly Operations report.

Mr. Fisher next gave an update on the Cricket Cell Lease and a potential buy out. He noted that Cricket has been acquired by ATT and they have already powered their equipment down on the two tanks. Mr. Fisher requested to proceed with the buy-out negotiations along with the Solicitor, and to permit the Executive Directors execution of the agreements, once made available.

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

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			

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. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 11/19/2015
- b. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 12/03/2015
- c. Approve and Process Bills, Refunds, Transfers and Requisitions List dated: 12/09/2015

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	Seconded	x			
	Ms. Mengel					x

	Mr. Kavash					x	
	Mr. D'Angelo	Initiated	x				

Executive Directors Report:

Mr. Bender presented a recommendation to proceed with presenting a formal offer to acquire the Pine Run Water System. After discussion the Board consensus was to proceed with a formal offer, with any formal contract coming back to the Board for formal action. .

Mr. Bender updated the Board on an issue that had recently occurred at the 599 Elm Ave location. He reported that the Upper Gwynedd Township manager contacted him several times to advise that he had received a report that the West Walnut Street contractor had started work at the site at 6:55 a.m. – or about 5 minutes earlier than the 7:00 a.m. start permitted by the township code. He also questioned the temporary storage of construction excavations and equipment on the property, suggesting that a citation might be issued by the Township. Mr. Bender said that he reminded Mr. Perrone that spoils storage on the property has taken place for decades, including during a recent UGT water main break and repairs during the early morning hours, that that he also advised Mr. Perrone that this was currently being done in an effort to expedite completion of the Walnut Street project as requested. Mr. Bender advised that he is taking action to resolve the early start concerns, including informing the contractor to not commence any work prior to 7:30 am., and to not store any more materials on the Elm Street Site, and that in the unlikely event that a citation was issued, it will be referred to the Authority Solicitor.

Adjournment:

There being no further business to be brought before the Board, upon motion by member D'Angelo, seconded by member Tenney the meeting was adjourned at 6:05 pm.

All present voted in favor.

Respectfully Submitted



Gregory J. D'Angelo, Asst. Secretary

Average day and peak day water demand forecasts were developed for Forest Park Water for the years 2015 through 2040 by preparing detailed retail level forecasts for North Penn Water Authority and North Wales Water Authority. In addition, a water demand forecast was developed for contract supplies to Bucks County Water and Sewer Authority's Southwest System. The cumulative impact of the individual Authority demands on the Forest Park Water output requirement was also determined after giving consideration to the use of available internal supplies (e.g., wells) within each of the Authorities' systems. The demand forecast prepared in this study reflects the latest thinking concerning regional development and a detailed analysis of water use trends within each of the Authorities' systems. Retail customer use, particularly in the residential class, continues to be influenced by conservation and more efficient plumbing devices and appliances. As a result, the average use per customer is trending down. While customer additions partly offset the decline in residential use, the long-term trend is toward lower average use per customer and correspondingly fewer billing units over which the Authority's costs can be recovered.

The projected peak day output requirement for Forest Park Water for the year 2040 was determined to be 38.59 MGD and this value compares favorably to the 40.0 MGD firm capacity of the water treatment facility. Given the current water demand forecast, the contemplated expansion of the Forest Park system can be deferred indefinitely.

Going forward, internal supply capacity should be maintained. The abandonment of internal supplies could increase the output requirement of the Forest Park Water system. Periodic reviews of the demand forecasts should be undertaken to make certain that the forecast remains current. Should conditions change where a new or unanticipated demand for water must be satisfied from the Forest Park facilities, adequate planning and implementation time must be allowed to consider the modifications needed to satisfy the demand and implement an appropriate expansion or modification.

The raw water system has adequate reliability; however, the Point Pleasant Pump Station and the raw water transmission system to the Bradshaw Reservoir do not satisfy the typical conditions of a traditional firm capacity analysis. Forest Park overcomes this apparent shortcoming by providing redundancy through raw water storage in Lake Galena and by implementing an aggressive, best-in-class programmed and preventative maintenance system. These programs are essential and should be continued. While the system does not have the traditional redundancy found in similar systems, the capacity is adequate to meet the forecast water demands of all users and the system is reliable.