

Board Meeting of 4/8/2009

North Wales Water Authority

The 6:00 p.m. Meeting of the Board was called to order by the Chair, Mrs. Nagel, on April 8, 2009 in the NWWA Board Room, 200 West Walnut Street, North Wales, Pennsylvania.

Pledge of Allegiance & Roll Call:

Attendee Name	Organization	Title	Status
Joan Nagel	North Wales Water Authority	Chair	Present
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
Michael P Clarke, Esq.	Rudolph, Pizzo & Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present
Laurie A. Hagey	North Wales Water Authority	Director of Finance	Present

Minutes Approval

Motion to Approve the Minutes of the March 25, 2009 meeting of the Board, as follows:

✓ 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	<input checked="" type="checkbox"/>	Seconded			
		Herbert Kavash			<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders	Initiator	<input checked="" type="checkbox"/>			

Chair Nagel acknowledged the receipt of thank you notes from La Petite Daycare and the AAUW Fundraising Committee.

Public Portion

There were no members of the public in attendance.

Solicitor’s Report

Mr. Clarke had nothing to report.

Engineer’s Report

Mr. Heydt presented a payment request for N. Abbonizio Contractors for Contract 530-08-15 in the amount of \$115,846.04 for Payment #15. A Motion for payment was made as follows:

✓ Vote Record – Payment No. 15 to N. Abbonizio Contractors - \$115,846.04						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconded	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Director of Operation’s Report

Mr. Berry discussed the PADEP Water Supply Inspection Report received by the Authority from an inspection that occurred in March. The report stated that the Authority was operating with no violations.

A request was made for approval of a Certificate of Completion and Deed of Dedication for E-0920, Lot #4, New Britain Corporate Center. A motion was made as follows:

✓ Vote Record – Certificate of Completion for E-0920, Lot 4, New Britain Corp. Center						
			Yes/Aye	No/Nay	Abstain	Absent
x	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconded	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Finance Director’s Report

A completed final Audited Financial Statement for fiscal year 2007-2208, as prepared by the Authority’s auditing firm, Zelenkofske Axelrod, LLC, was distributed to the Board at the meeting. A motion was made to accept this report as follows:

✓ Vote Record – Accept the Audited Financial Statement from Zelenkofske Axelrod, LLC						
			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	Seconded	<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

A request was made for approval of the payment of bills and requisitions in the amount of \$232,073.47. A motion was made as follows:

✓ Vote Record – Payment of Bills and Requisitions in the amount of \$232,073.47							
			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	Seconded	<input checked="" type="checkbox"/>			
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>			

Executive Director’s Report

Mr. Bender reported that he will be sending a letter to the Authority’s staff and customers sharing the PADEP’s Water Supply Report findings of no violations, and the positive comments that were made about the outstanding operations here at the Authority.

A meeting will be held for the NWWA staff on April 15, 2009, at 4:00 p.m. to review potential training and tracking software. Mr. Bender invited any members of the Board to attend if they are interested in viewing the software. He also noted that almost all training requests have been received and are being processed for presentation.

Mr. Bender informed that Board that he attended a joint meeting with the North Penn Water Authority to review possible electronic bidding options and joint bidding options. The software used for such bidding is more involved than what is needed, and he is researching segmenting the software currently.

The Authority’s janitorial services are going out for bid. A motion was made for Mr. Bender to advertise the bid, as follows:

✓ Vote Record – Approval to Advertise Bidding for Janitorial Services						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconded	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

The North Penn Volunteer Fire Company contacted Mr. Bender about cooperative purchasing of diesel fuel for the Fire Department’s vehicles, which would allow the Department to piggyback off of the Authority’s bid for fuel. A motion was made to allow the North Penn Volunteer Fire Department to piggyback off of the Authority for fuel. Mr. Kavash abstained from voting due to his membership in the North Penn Fire Department.

✓ Vote Record – North Penn Fire Company Diesel Fuel Piggyback Bid Purchasing						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Seconded	<input checked="" type="checkbox"/>		
		Lawrence Clever	Initiator	<input checked="" type="checkbox"/>		
		Herbert Kavash				<input checked="" type="checkbox"/>
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

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A request was presented for tuition reimbursement for Laurie Hagey for a management class required as part of the degree program she is following. The request is in compliance with the personnel policy, and the amount is \$1,905. A motion was made as follows:

✓ Vote Record – Authorization for Tuition Reimbursement for Laurie Hagey						
			Yes/Aye	No/Nay	Abstain	Absent
X	Accepted	Joan Nagel	<input checked="" type="checkbox"/>			
		Albert Tenney	Initiator	<input checked="" type="checkbox"/>		
		Lawrence Clever	Seconded	<input checked="" type="checkbox"/>		
		Herbert Kavash		<input checked="" type="checkbox"/>		
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>		

Adjourn

Chair Nagel entertained a Motion to adjourn the meeting at 6:26 p.m. The motion was made as follows:

✓ Vote Record – Adjourn						
			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	Seconded	<input checked="" type="checkbox"/>		

Respectfully Submitted,

Lawrence Clever, Secretary