

Board Meeting of 06/11/2008

North Wales Water Authority

Meeting called to order at 6:05 pm by Mrs Nagel on 06/11/2008 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	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
Raymond J Berry	North Wales Water Authority	Interim Executive Director & Director of Operations	Present
Michael P Clarke	Rudolph Pizzo Clarke	Authority Solicitor	Present
Kenneth Heydt	Carroll Engineering	Authority Engineer	Present

Minutes Approval

» Accept the Minutes of 05/28/2008 by the majority of those that were present at the meeting.

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

Public Portion

No members of the public were present

Mrs Nagel commented on the thank you notes that have been received and the PA-AWWA Safety Award that was received by the Authority. She also received a note of thanks for our participation in North Wales Community Day.

Discussions & Motions

Mr Clarke reported that an Executive Session had occurred at the end of the May 28th meeting to discuss potential litigation and personnel matters.

The Board then voted on the water and sewer projects bid.

Motion to Award Contract #530-08-15 for Water (E-0934) & Sewer (E-0933) Projects to N Abbonizzio Contractors Inc of Conshohocken, PA in a base bid amount of \$2,367,384.00 as recommended by the Authority engineer

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

The Concord proposal was discussed. Mr Clarke explained the proposal. Concord would do the monitoring and disclosure functions for our funds. Several required filings have not been done in a timely matter and this will correct that issue. Mrs Nagel asked if there will be an overlap of services as Commerce Bank does this for us now. Mr Clarke said that there may be. Mr Berry said by accepting this proposal Concord will provide all the services that we require for both water and sewer. Previously this had been included in the Concord proposal, but was left out of the final proposal that the Board approved.

Mrs Nagel asked if we need to notify Commerce that we are changing. Mr Berry stated that this is a term contract with Commerce and that it does come up for renewal and will be done then.

The Board then voted.

Motion to Approve the Concord Public Finance Proposal for advisory services in the amount of \$4,250.00 per calendar quarter

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

Mr Berry reported on items 1 to 15 of the agenda. Mr Tenney asked about releasing the CMX retainage monies now. Mr Heydt advised waiting until he could view the video.

The Board reviewed the next Water Rings newsletter and will have any changes back to the office by Friday June 13th.

The Board will send a letter of congratulations to Wayne Letourneau of Forest Park for being awarded the AWWA Operator's Meritorious Service Award. Mr Berry reported that the high service pump #4 at Forest Park has failed last week. It was under warranty and is being rebuilt.

Mr Berry reported that the Authority now has an open position due to the resignation of an employee. The Board was given an organization chart to see where recent staff position transfers occurred.

Mrs Nagel asked if the transfers were at the employee's request. Mr Berry stated that they were.

Mr Berry would like to advertise for an entry level water/wastewater position. Mr Berry stated he would like to start looking for an entry level employee that has water and sewer operator certification or will obtain this in a required amount of time.

Mr Clarke stated that this does not need a motion as it is Mr Berry's job responsibility to make sure that the Authority is properly staffed.

Mr Tenney asked if he finds that we are understaffed could he just hire workers.

Mr Clarke stated that no he would need to get approval as the Authority budgets for a certain number employees and this would be outside of that budget.

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Mr Berry stated that any issues regarding hiring additional staff or terminating the staff will be brought to the Board for approval. Mr Clarke stated replacing an employee that left is part of Mr Berry's job to hire fire and discipline employees and due to past events any issues should go to the Board.

Me Berry handed out the paperwork for the SSO event of June 4th to the Board and it was reviewed.

Mr Berry also reported on the PA Interim Finance-Rural Bonds Program. We have received notification that Farmington Twp has applied for funds and that various documents will need to be signed. He also noted that the bank requires new signature pages.

The Board then voted.

Motion to Authorize the Chair- Vice Chair and Secretary to sign the PA Interim Finance –Rural Bonds documents and Farmington Twp agreement.

✓ Vote Record –							
			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"/>			

Mr Clarke requested and short Executive Session now and at the end of the regular meeting. The Board then went into Executive session at 6:50 pm and came out at 7:07 pm. The purpose was to discuss potential litigation and personnel matters.

The board then voted on the following:

Motion to Approve the attendance of Joseph Murphy at the PA 1 Call Board Meeting in July with approx expenses in the amount of \$110.00.

✓ Vote Record –							
			Yes/Aye	No/Nay	Abstain	Absent	
x	Accepted	Joan Nagel	<input checked="" type="checkbox"/>				
		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"/>			

Motion to Authorize the sponsorship of an event for the North Penn Chamber of Commerce in the amount of \$150.00

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

Mr Heydt gave a report on the engineering items on the agenda.

Mr Nagel mentioned the PMAA Annual Conference that is taking place in September.

Bills & Requisitions Approval

» Accept the Bills & Requisitions in the amount of \$195,271.17

✓ Vote Record – Bills & Requisitions in the amount \$195,271.17							
			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	Seconder	<input checked="" type="checkbox"/>			
		Carene Makinson-Sanders		<input checked="" type="checkbox"/>			

Statements

There being no further business a motion was made by Mr Tenney, seconded by Mr Clever, to adjourn the meeting at 7:10 pm. All present voted in favor.

Lawrence Clever

Secretary