

**North Wales Water Authority
Board of Directors Meeting**

Minutes of 1/17/2024 Re-Organization Meeting

Executive Director Bender was appointed temporary Chair for reorganization of the Board. Mr. Bender requested a motion to appoint the Board of Director officers for 2024.

Upon motion by member Tenney, seconded by member Mengel, the Board voted to reappoint all members to their existing Board positions as follows:

Joan H. Nagel, Esq.,	reappointed as Board Chair
Albert S. Tenney	reappointed as Vice Chair
Donna L. Mengel	reappointed as Secretary.
Neil J McDevitt	reappointed as Treasurer.
Sally Neiderhiser	reappointed as Assistant Secretary/Treasurer

(The meeting was then turned over to the newly elected Board Chair)

Chair Nagel presented Resolution 2024-01 recommending various consultants and staff appointments for consideration.

- *Upon a motion by member Mengel, seconded by member McDevitt, the Board voted to approve the Resolution, including the following appointments and reappointments.*

Solicitor: Michael P. Clarke, Esq. - Rudolph Clarke LLC – (1 Year Term) pursuant to the terms and rates as outlined within the engagement letter dated 12/13/2023.

ERISA Solicitor: Kyong Ha Downey of Curtin & Heefner, LLP, (1 Year Term) pursuant to the terms and rates as outlined within the engagement letter of 12/12/2023.

Consulting Engineer: Allen Mason, P.E. - Carroll Engineering Corporation (1 Year Term)- pursuant to the terms and rates as outlined within the engagement letter dated 12/21/2023.

Alternate Engineer: Patrick P DiGangi, P.E.-CKS /Arro Engineers (1 Year Term)- pursuant to the terms and rates as outlined within the engagement letter dated 09/19/2023.

Financial Consultant: Christopher Gibbons of Concord Public Finance (1 Year Term)- pursuant to the terms and rates as outlined within the engagement letters dated 01/03/2024

Auditor Services: Lopez, Teodosio & Larkin LLC (3 Year Term) - pursuant to the terms and rates as outlined within the engagement letters dated 01/03/2024.

Trustee of NWWA BRIF Account: TD Bank – Wealth Management

Approved Banks for special accounts and investment deposits:

- **TD Bank**
- **Univest Bank**
- **S & T Bank**
- **PLGIT**

Insurance Broker: Joseph Bonargo, GMG Insurance Agency Warrington Pa. (1 year term)

Appointments to Forest Park Operations Committee

- **Joan Nagel**
- **Albert Tenney (Alternate)**

Establishment of the regular business meeting schedule of the Board of Directors for 2024, as the 3rd Wednesday of each month - with all meetings starting at 5:00 p.m., and held at the Authority business office, unless otherwise publicly advertised. Special meetings, if needed, will be advertised as required by law.

Mr. Bender noted that Joseph was officially appointed as Director of Operations, and that Nicole Feight would be serving with Mr. Clarke as solicitor, following the retirement of former Solicitor Barbara Merlie.

Call to order:

Upon conclusion of the annual reorganization, the regular business meeting of the NWWA Board of Directors was called to order at the NWWA business office on January 17, 2024, beginning at 5:05 p.m., by Board Chair Nagel

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 Esq	NWWA	Chair	Present
Albert S. Tenney	NWWA	Vice Chair	Present
Donna L. Mengel	NWWA	Secretary	Present
Neil J McDevitt	NWWA	Treasurer	Present
Sally Neiderhiser	NWWA	Asst./Sec Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Joseph E. Murphy	NWWA	Director of Ops.	Present
Christine Lezoche	NWWA	Director of Finance	Present
Nicole Feight, Esq.	Rudolph Clarke, LLC	Authority Solicitor	Present
Michael P Clarke Esq	Rudolph Clarke, LLC	Authority Solicitor	Present
Lane Bodley P.E.	Carroll Engineering	Authority Engineer	Present
Allen Mason P.E.	Carroll Engineering	Authority Engineer	Absent

Becca Suskin was present for ASL services for Mr. McDevitt

Public Comment/Visitors:

Mr. Bender noted that several long-term employees were retiring, including Paul Gable, Chief mechanic, Rick Schatz, Sewer System Operator, Nancy Wright, Community Relations manager, and Ray Bolton Operations Department member. All but Mr. Schatz were present. Mr. Bender noted that these employees had a combined total of 144 years of public service and experience. The Board members, Mr. Bender, Mr. Murphy all offered comments of gratitude, thanking all retirees for their dedicated service, followed by Chair Nagel presenting commemorative plaques to all present.

Mr. Bender introduced Lisa Sobetski as the newly appointed Executive Assistant for the Operations Department, noting that she has been with the Authority for over 3 years, previously assigned to the Finance Department. Ms. Sobetski was welcomed by all.

Approval of Minutes:

The Board next considered approval of the Minutes of 12/20/2023. Upon a motion of member Neiderhiser, seconded by member McDevitt, the minutes were approved as presented.

<u>Vote Record</u>		Yes/Aye	No/Nay	Abstain	Absent
x	Approved				
	Tabled				
	Failed				
	Ms. Nagel	x			
	Mr. Tenney	x			
	Ms. Mengel	x			
	Ms. Neiderhiser Initiator	x			
	Mr. McDevitt Seconded	x			

Resolutions:

Mr. Bender presented Resolution 2024-02 which modifies and updates Appendix A of the Rules & Regulations of the Authority, reflecting various changes affective January 1, 2024, following the approval of the 2024 budget.

Upon a motion of member Tenney, seconded by member Mengel, the Appendix was approved as presented.

<u>Vote Record</u>		Yes/Aye	No/Nay	Abstain	Absent
x	Approved				
	Tabled				
	Failed				
	Ms. Nagel	x			
	Mr. Tenney Initiator	x			
	Ms. Mengel Seconded	x			
	Ms. Neiderhiser	x			
	Mr. McDevitt	x			

Bids and Contracts: None this meeting

Solicitors Report: Ms. Feight reported that they had no actions items for this meeting and that she had met with Mr. Bender to review all outstanding items during the transition from Ms. Merlie retiring.

Engineers Report: Mr. Bodley did not have any action items but provided updates on the Montgomery 3 water storage tank and the Park Ave Ferry Road transmission line project.

Operations Report:

Mr. Murphy reviewed the December 2023 operations report. He noted the following:
 We had 4 main breaks during the month. Mr. Tenney asked about what type of pipe was on the Sumneytown Pike break. Mr. Murphy noted that that it was cast iron pipe and that we are in the process of designing a water main replacement project that is in the permit stage. He noted that the project was also the recipient of a grant reimbursing the Authority for a portion of expenses.

He reported that the Park Ave Ferry Rd project water main installation has been completed and that water will flow to Plumstead Township shortly, and that we are expecting the final meter pit delivery in about 60 days needed to complete the Doylestown Township connection.

He reported that the Montgomery 3 Tank has received an operational permit from PA DEP, however the tank was found to faulty coupling during testing that will be replaced prior to the tank being placed into operations, in about 4-6 weeks as the part is a special order.

Mr. Murphy presented the following Payment Applications for the 1553 Easton Rd Project for approval:

- a) Pay App 3 to Integrity Mechanical Inc 573-22-01-Mechanical \$4,612.50
- b) Pay App 2 to A N Lynch Co Inc 573-22-01-Electrical \$119,596.95
- c) Pay App 3 to Hirschberg Mechanical 573-22-01-Plumbing \$49,500.00
- d) Pay App 7 to Walter Brucker 573-22-01 General-Construction \$213,864.95

Upon a motion by member Tenney, seconded by member Mengel, the payments were approved.

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x	Approved					
	Tabled	Ms. Nagel	x			
	Failed	Mr. Tenney	Initiator	x		
		Ms. Mengel	Seconded	x		
		Ms. Neiderhiser		x		
		Mr. McDevitt		x		

Bills & Requisitions Approval:

Ms. Lezoche that there were no payments or activities out of the ordinary on the bill listings, recommending and requesting approval to process all invoices, refunds, transfers, and to requisition funds, as presented.

- a. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 12/27/2023
- b. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 01/04/2024
- c. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 01/12/2024

Upon a motion by member McDevitt, seconded by member Neiderhiser, the payments were approved.

<input checked="" type="checkbox"/> Roll Call Vote Record						
x	Approved		Yes/Aye	No/Nay	Abstain	Absent
	Tabled	Ms. Nagel	x			
	Failed	Mr. Tenney	x			
		Ms. Mengel	x			
		Ms. Neiderhiser	Seconded	x		
		Mr. McDevitt	Initiator	x		

Executive Directors Report:

Mr. Bender presented a letter requesting financial support to a local group working to help prevent the sale of public water systems. After lengthy discussion, the Board agreed to support the group with a donation of \$1,000.00 noting that this effort was consistent with the long-standing Authority position on this issue, being that public systems should remain with the public and not for profit private sector. Mr. Clarke addressed several questions on this issue, noting that he is very familiar with the group and that his firm is involved in representing the group effort.

Upon a motion by member Tenney, seconded by member McDevitt, the donation request in the program was approved.

<input checked="" type="checkbox"/> Vote Record						
x	Approved		Yes/Aye	No/Nay	Abstain	Absent
	Tabled	Ms. Nagel	x			
	Failed	Mr. Tenney	Initiator	x		
		Ms. Mengel		x		
		Ms. Neiderhiser		x		
		Mr. McDevitt	Seconded	x		

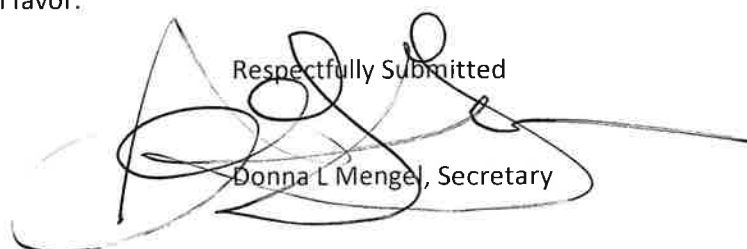
Mr. Bender noted that we have received several 2024/2025 grant agreement for the 4 grants that were recently awarded to the Authority, that he would be executing. He noted 5 approved projects with a total grant award of \$1,695,808.

Mr. Bender provided the Board with a Forest Park permit matrix created by the legal consultant. The matrix summarizes what needs to be completed before we will receive permit approvals needed to proceed with the final engineering design. He explained that this will be a lengthy process and project of about 6-8 years, with the permit process taking 2 years or longer.

Adjournment:

There being no further business to be brought before the Board; upon motion by member Tenney, seconded by member Mengel, the business meeting was adjourned at 5:35 p.m.

All members present voted in favor.

Respectfully Submitted

 Donna L Mengel, Secretary