

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

**Minutes of 02/21/2024**

**Call to order:**

A regular business meeting of the NWWA Board of Directors was held at the NWWA business office on February 21, 2024, beginning at 5:00 p.m., and called to order by Board Chair Nagel.

**Pledge of Allegiance:**

Chair Nagel led all in attendance in the Pledge of Allegiance

**Re-Appointment of Board Member**

The Board received and accepted an email from North Wales Borough, dated January 26, 2024, and signed by the Borough manager, confirming the reappointment of Authority Board Chair Nagel for an additional five (5) year term, expiring on December 31, 2028.

**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
Neil J McDevitt	NWWA	Treasurer	Present
Sally Neiderhiser	NWWA	Asst./Sec Treasurer	Absent
Robert C. Bender	NWWA	Executive Director	Present
Joseph E Murphy	NWWA	Director of Operations	Absent
Christine Lezoche	NWWA	Director of Finance	Absent
Nicole Feight Esq.	Rudolph Clarke	Authority Solicitor	Present
Michael P Clarke Esq.	Rudolph Clarke	Authority Solicitor	Present
Lane Bodley P.E.	Carroll Engineering	Authority Engineer	Absent
Allen Mason P.E.	Carroll Engineering	Authority Engineer	Present

Becca Suskin was present to provide ASL services for Mr. McDevitt

Mr. Murphy and Mr. Bodley were attending an off-site meeting on behalf of the NWWA

**Approval of Minutes:**

The Board next considered approval of the Minutes of 1/17/2024. Upon a motion of member Tenney, seconded by member McDevitt, the minutes were approved as presented.

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

**Public Comment:** None present.

**Resolutions:** None this meeting

**Bids and Contracts:**

Mr. Bender presented and recommended the award of the low bid for **Contract 530-23-02** for Landscaping Services to the apparent low bidder; Bates Landscaping , in the total amount \$74,298.66 per year for a term of 3 years, subject to the terms and conditions included within the bid specifications, and submission of all deliverables.

Upon a motion by member Tenney, seconded by member McDevitt, the bid was awarded.

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

Mr. Bender then presented and recommended the award of the low bid for **Contract 530-23-03** for Janitorial Services, to the apparent low bidder, Effluent Retrieval Services Inc , in the total amount \$187,200.00 for a term of 1 years, with an option to renew for an additional year also at \$187,200.00 and subject to the terms and conditions included within the bid specifications, and submission of all deliverables.

Upon a motion by member Tenney, seconded by member McDevitt, the bid was awarded.

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

**Solicitors Report:**

Mr. Clarke presented a motion for the approval of the Contract for Professional Services for NWWA Job E1099 RE Plus Airport Sq LLC (Panera Bread) located at Bethlehem Pike in Montgomery Twp.

Upon a motion by member Tenney, seconded by member McDevitt, the contract was approved.

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

Mr. Clarke presented a motion for the approval of the Contract for Professional Services for NWWA Job E1100 Provco Pinegood Lansdale LLC (Wawa) located at Valley Forge Rd in Upper Gwynedd Twp. Upon a motion by member Tenney, seconded by member McDevitt, the contract was approved.

<b>☑ Vote Record</b>						
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		

**Engineers Report:** Mr. Mason had no engineering matters to report.

**Operations Report:**

Mr. Bender reviewed the monthly operations report noting that while remaining busy, nothing was out of the ordinary as to water flows and system maintenance. He noted the nine main breaks and stated that these were not unusual for this time of year with fluctuating temperatures.

Mr. Bender presented a Certificate of Completion for NWWA Job E-1039 Overlook at Gwynedd Valle. All punch lists have been completed on the job.

Upon a motion by member Tenney, seconded by member McDevitt, the certificate was approved.

<b>☑ Vote Record</b>						
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 presented the following Payment Applications for work at 1553 Easton Rd Ops Garage for approval:

- a) Payment Application #3 to A. N. Lynch Co Inc in the amount \$30,500.55 Bid Contract 573-22-01-E
- b) Payment Application #4 to Integrity Mechanical in the amount \$24,592.50 for Bid Contract 573-22-01-M
- c) Payment Application #4 to Hirschberg Mechanical in the amount \$42,840.00 for Bid Contract 573-22-01-P
- d) Payment Application #8 to Walter A Brucker & Co Inc in the amount \$168,978.40 for Bid Contract 573-22-01-G

Upon a motion by member Tenney, seconded by member McDevitt, all payments were approved.

<b>☑ Vote Record</b>						
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		

**Bills & Requisitions Approval:**

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

- a. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 01/25/2024.
- b. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 02/01/2024.
- c. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 02/08/2024.
- d. Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 02/16/2024.

Payment of the bills was then approved by the Board in accordance with the following roll call vote.

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

**Executive Directors Report:**

Mr. Bender requested a short Executive Session, after the regular meeting, for an update on legal matters, with no Board action to be taken.

Mr. Bender then reported that we are undertaking a project through the Solicitors office to consolidate and codify all our bulk water contracts. He noted that that many contracts have multiple addendums and amendments and the project will put each into a standardized format for future use.

He reported that the Forest Park Joint Ops Committee meeting was held on 02/20/2024 and the group was updated on the proposed plant expansion and an upcoming Rate Study. He noted that it would take 5-6 more months to analyze all the data for the expansion project and then another 5-6 months before starting the permit process.

The proposed rate study for Forest Park rates was discussed, explaining that study would be completed by the Finance Directors and Executive Directors of the NPWA and NWWA, based upon the previous study prepared by Howard Woods being used as a basis. Chair Nagel suggested a regular schedule of 3 or 5 years for future rate reviews.

**Adjournment:**

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

All members present voted in favor.

Respectfully Submitted



Neil McDevitt, Treasurer