

**North Wales Water Authority  
Board of Directors Meeting  
Minutes of 1/9/2019**

**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

**Reorganization:**

Mrs. Nagel asked Mr. Bender to temporarily assume the Chair for the purpose of reorganization functions, including Board positions. Mr. Bender presented and requested approval of Resolution # 2019-01, setting forth various Board appointments, the appointment of various professionals and consultants, also approving billing rates, establishing depositories, and setting meeting dates, a copy of the entire Resolution is on file and available for review in the Authority offices.

Upon motion by member Tenney, seconded by member Mengel, and as there were no other nominations presented, the Board voted to approve Resolution 2019-01, as presented, including the following Board positions:

- Reappointment of Joan H. Nagel, Esq. – Chair
- Reappointment of Albert S. Tenney – Vice Chair
- Reappointment of Donna L. Mengel – Secretary
- Appointment of Edward Neiderhiser - Treasurer
- Appointment of Neil McDevitt – Asst. Sec/Treas.

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

Mrs. Nagel reassumed the position of Board Chair as the reorganizational portion of the meeting was concluded at this point.

**Regular Business Meeting.**

**Roll Call:**

Roll call was taken and recorded as follows;

<b><u>Attendee Name</u></b>	<b><u>Organization</u></b>	<b><u>Title</u></b>	<b><u>Status</u></b>
Joan H. Nagel	NWWA	Chair	Present
Albert S. Tenney	NWWA	Vice Chair	Present
Donna L. Mengel	NWWA	Secretary	Present
Edward Neiderhiser	NWWA	Treasurer	Present
Neil J McDevitt	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 P Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present
Lane Bodley P.E.	Carroll Engineering	Authority Engineer	Present

Becca Suskin was present as the ASL interpreter for Mr. McDevitt.

Lisa Maeyer, an intern with Rudolph Clarke's office was in attendance to observe the meeting

**Executive Session Report**

There was a short executive session to discuss a real estate matter after the last meeting where no action was taken.

**Approval of Minutes:**

The Board next considered approval of the Minutes of 12/12/2018. Upon a motion of member Tenney, seconded by member Mengel the minutes were approved.

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

**Public Comment:**

Mayor D'Angelo was in attendance and did not have any comments

**Bids and Contracts:** None this meeting

**Resolutions:**

Resolution 2019-02 allows for the Disposition of Records as per the Municipal Records Rules as established by the PHMC. Upon a motion by member Mengel, seconded by member Tenney the resolution was approved.

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

Resolution 2019-03 approved the revised Employee Handbook. The handbook was updated to reflect current law changes and new areas of concern, such as social media. Discussion occurred and this will be tabled until the next meeting. Upon a motion by member Mengel, seconded by member McDevitt the resolution will be tabled.

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

**Solicitors Report:**

Mr. Clarke thanked the Board for reappointment for the past 16 years and updated the board on current actions items.

- The withdrawn condemnation proceedings for the Montgomery 3 tank site
- Employee handbook review
- WWTP conveyance to the North Wales Borough

Deed of Dedication for E1044 Millers Ale House –Document was previously approved at the November meeting and required additional documentation for the builder bank. All outstanding items have been satisfied and the document just requires a signature by the Chair.

**Engineers Report:**

Mr. Heydt also thanked the Board for reappointment.

Mr. Heydt presented a proposal for Professional Engineering Services for a 16 inch water main installation in Plumstead Township-Chalfont Borough and New Britain Township. This is a similar project to the County Line Rd job, with a contract cost of approx. 552,000.00. 5 miles of 2 lane road will be

affected and work will need to be done during the hours of 6 pm ad 6am and with special mining equipment.

Upon a motion by member Tenney, seconded by member Mengel the proposal was accepted.

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

Mr. Heydt next presented Change Order #2 for the Contract 530-18-14 E1042N Penllyn Area Water Main Replacement Project –This is a time extension only for restoration work to be done in the spring with a final date of May 31, 2019.

Upon motion of member Mengel, seconded by member McDevitt, the motion was passed, as presented.

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

Mr. Heydt next presented Payment Application #4 to B P Paterson in the amount of \$99,099.22 for Contract 530-18-14 E1042N Penllyn Area Project

Upon motion of member McDevitt, seconded by member Tenney, the motion was passed, as presented.

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

Mr. Heydt then presented a proposal for a Support Analysis and Painting at the Swedesford Road Bridge in the amount of \$10,500.00. This spring 2019 both Upper Gwynedd and Lower Gwynedd Twps. Will be repaving this bridge. Mr. Fisher explained that this is a major 16 inch water main for us and is supported by brackets on the bridge. We want to anticipate any issues before they start work with milling machines etc.

Upon motion of member Tenney, seconded by member McDevitt the motion was passed, as presented.

**☑ Vote Record**

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

**Operations Report:**

Mr. Fisher reviewed the monthly operations report, and advised the Board that there were 5 main breaks last month all on old cast iron piping.

Mr. Fisher also noted that other utilities are experiencing higher than normal fines for the PA One Call system since the PUC has taken oversight of the program.

**Bills & Requisitions Approval:**

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

- a. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 12/14/18**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 12/20/18**

Payment of the bills presented was approved by the Board in accordance with the following roll call vote: Ms. Mengel abstained from the Hover Steel payment due to a conflict of interest.

**☑ Roll Vote Record**

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

**Executive Directors Report:**

Mr. Bender updated the Board on the most recent PMAA Legislative Update.

New systems update

PMAA Region 1 meeting on January 31, 2019 at Presidential Caterers

Bucks Office Open House on February 28, 2019

Ms. Mengel commented that she recently engaged Carroll Engineering to do some sub-division drawing work for her. The work is not related to the water authority in any way. She consulted our legal staff before commencing the work.

Mr. McDevitt is currently working on a new board member packet for his business and if no one had any objections he will do the same for the Authority. All members were in agreement.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Tenney, seconded by member Neiderhiser the meeting was adjourned at 5:55 pm.

All present voted in favor.

Respectfully Submitted  
  
Donna L Mengel, Secretary