

North Wales Water Authority Board of Directors

Minutes of 1/27/2010

Call to order:

The meeting held at the NWWA Offices, 200 W Walnut St, North Wales, PA. 19454 and called to order by Board chair, Joan Nagel at 6:00 p.m.

Pledge of Allegiance:

Mrs. Nagel led those in attendance in the Pledge of Allegiance.

Roll Call:

Roll call was taken and recorded as follows;

Attendee Name	Organization	Title	Status
Joan Nagel	NWWA	Chair	Present
Albert Tenney	NWWA	Vice Chair	Present
Carene Makinson-Sanders	NWWA	Secretary	Present
Herbert Kavash	NWWA	Treasurer	Present
Donna Mengel	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Raymond J Berry	NWWA	Director of Operations	Present
Laurie Hagey	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Pizzo Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Public Comment:

There was no public comment.

Approval of Minutes:

The Board next considered approval of the Minutes of 1/13/10 at which time board member Kavash noted that the draft minutes, as presented, did not include the prior appointment of Treasurer. **Upon motion of member Mengel, seconded by member Tenney, it was decided to table the approval of minutes for correction, then reconsideration at the next meeting. All board members voted in favor of the motion to table.**

Solicitors Report:

The Solicitor provided a verbal report related to the upcoming meeting with DEP pertaining to the planned WWTP upgrade and the current timetable for construction advising that he and Mr. Bender would be attending. Mr. Clarke also reported that there may be cell tower lease agreements on the agenda for the next meeting. **No formal action was taken by the Board.**

Engineers Report:

The engineer advised that he had no official matters to report.

Operations Report:

Mr. Berry provided the following reports:

- December 2009 production report
- December 2009 customer service report
- December 2009 operations report

Copies of these reports are on file in the NWWA Administrative offices.

Mr. Berry next requested Board approval for Carroll Engineering Corporation and staff to commence preliminary work on the PennDOT Route 202 Section 650 project. Several questions were asked related to the process. Mr. Bender explained the process, noting that the total cost of the engineering work is expected to be fully reimbursed by PennDOT, as per prior agreements and that the purpose of the engineering involvement is to review the plans to the extent that a budgetary number can be developed and presented to PennDOT for approval.

A motion to commence the preliminary work, as requested, was made by member Tenney, seconded by member Sanders, and approved as follows:

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		<input type="checkbox"/>			
	Mr. Tenney	Initiator	<input type="checkbox"/>			
	Mrs. Sanders	Seconded	<input type="checkbox"/>			
	Mr. Kavash		<input type="checkbox"/>			
	Ms. Mengel		<input type="checkbox"/>			

Finance Directors Report:

Bills & Requisitions Approval:

Mrs. Hagey reported that there was nothing out of the ordinary in the bills and requisitions listings and asked for board approval to pay all bills and process all requisitions, as presented.

- **Approval of Bills and Requisitions in the amount of \$ 164,590.54**

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		<input type="checkbox"/>			
	Mr. Tenney		<input type="checkbox"/>			
	Mrs. Sanders		<input type="checkbox"/>			
	Mr. Kavash	Initiator	<input type="checkbox"/>			
	Ms. Mengel	Seconded	<input type="checkbox"/>			

- **Approval of Bills & Requisitions in the amount of \$ 448,460.18**

Prior to action on the bills list, Mr. Bender noted that we had received a cost savings of approximately \$30,000 on the Sumneytown Pike reconstruction project due to Mr. Berry's involvement with the process.

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		<input type="checkbox"/>			
	Mr. Tenney		<input type="checkbox"/>			
	Mrs. Sanders	Initiator	<input type="checkbox"/>			
	Mr. Kavash	Seconded	<input type="checkbox"/>			
	Ms. Mengel		<input type="checkbox"/>			

Executive Directors Report:

Mr. Bender reported that he would be making a recommendation to the Forest Park Operating Committee and the Joint Authorities Board that we jointly continue with the EnerNOC electric energy review and bulk purchase project. Details are still to be worked out as to the final contract, but this phase permits EnerNOC to prepare an analysis and recommendation as to formal action.

Vote Record							
			Yes/Aye	No/Nay	Abstain	Absent	
x Approved			?				
	Mrs. Nagel		?				
	Mr. Tenney	Initiator	?				
	Mrs. Sanders		?				
	Mr. Kavash		?				
	Ms. Mengel	Seconded	?				

Mr. Bender also reported that he had authorized the NWWA auditing firm to perform some additional work during this years audit due to the accounting package software upgrade which took place during the past fiscal year, and specifically to ensure the integrity of all financial data during and resultant of the transition. The additional cost of this work will not exceed \$7,500.00, which will be confirmed in writing. The board concurred with this additional service and security.

Mr. Bender reported that he has authorized the hiring of a temporary part time receptionist pending the selection of a permanent replacement for this position. He advised that this work not incur any additional costs over the approved budget.

Other Business:

There was no other business presented to the board.

Adjournment:

Upon motion of Mrs. Makinson-Sanders, seconded by Mr. Kavash, and majority vote, the meeting was adjourned at 6:25 pm. All present voted in favor.

Carene Makinson-Sanders
Secretary