

**North Wales Water Authority  
Board of Directors Meeting  
Minutes of February 12, 2020**

**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 called to order at 5:00 p.m.

**Pledge of Allegiance:**

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

**Reappointment:**

The Board acknowledged the reappointment of Ms. Mengel for a new 5 year term ending December 31, 2024, welcoming and congratulating Ms. Mengel.

**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	Present
Neil J. McDevitt	NWWA	Treasurer	Present
Sally Neiderhiser	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
Lane Bodley P.E.	Carroll Engineering	Authority Engineer	Present
Allen Mason P.E.	Carroll Engineering	Authority Engineer	Present

Becca Suskin was present as the ASL interpreter for Mr. McDevitt. Mr. Joseph Murphy – NWWA Operations Manager was in attendance.

**Approval of Minutes:**

The Board next considered approval of the Minutes of the 01/08/2020 meeting. Upon motion of member McDevitt, seconded by member Neiderhiser the minutes were approved.

**Vote Record**

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

**Concord Public Finance:**

Christopher Gibbons presented the Board with an update on outstanding bonds and borrowings, current interest rates, and then reviewed various scenarios for the possible refinancing of existing debt to reduce monthly debt service by the Authority. A lengthy discussion ensued pertaining to the cost of refinancing versus the potential savings gained, as well as the cost of issuance. After considering these issues as they pertained to existing water and sewer debt services, Mr. Bender and Mr. Gibbons recommended that the Board approve pursuit of refinancing the existing Series B 2010 Sewer Bonds only at this time, for a potential savings of \$190k in future interest costs, as well as additional borrowing of up to \$2,000,000.00 for use in acquiring a supplemental operations facility within Warrington Township. The facility will be used to house our Bucks County Operations staff and to store equipment. The discussion concluded with a request that Mr. Gibbons prepare an overall financial plan and proposal for sewer bond refinancing and borrowing as discussed by the Board, for formal consideration at a future meeting.

Upon a motion of member Mengel, seconded by member Tenney, it was decided to move ahead with the refinance plan.

**Vote Record**

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

**Resolutions:** None this meeting

**Public Comment:** No members of the public were present

**Bids and Contracts:** None this meeting

**Solicitors Report:**

Ms. Nagel signed the Easement agreements and Property transfers with Warrington Township that was approved at the December 2019 meeting.

The Board next approved the submission of a Purchase Term Sheet to the owner of the potential Bucks County Operations building, located at Titus Ave and Bunell Drive in Warrington Township, for purposes of continued discussions and negotiations. Should negotiations be successful, a formal purchase agreement will be presented to the Board at a future meeting. Upon motion of member McDevitt, seconded by member Neiderhiser the board agreed to move forward with the term sheet and project.

**Vote Record**

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

	Mrs. Neiderhiser	Seconded	x				
	Mr. McDevitt	Initiated	x				

The Board was next asked to approve a Revised Agreement with T-Mobile for cellular antenna facilities located on the Blue Bel water tank, in Whitpain Township. The revised agreement contains the new standard language pertaining to the temporary removal of cellular equipment as need to facilitate Authority maintenance or tank repainting. Upon a motion of member Neiderhiser, seconded by member Mengel the agreement was approved.

**☑ Vote Record**

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

The Board next approved an Extension Agreement, with a letter of credit, and accepted a Deed of Dedication Agreement for authority project # E-1043, for developer Provco Pinegood Chalfont (Wawa) located near County Line Road and Butler Pike, in New Britain Township. Upon a motion of member Tenney, seconded by member McDevitt, the documents were approved.

**☑ Vote Record**

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

The Board next approved a Contract for Professional Services, a Main Extension Agreement with a cash escrow, and a Deed of Dedication Agreement for Authority project # E-1054, for the Toll-Mid Atlantic LP, (AKA: Reserve at Emerson Farm Phase 1 & 2), located in Warrington Township, adjacent to Lower State Road. Upon a motion of member Tenney, seconded by member McDevitt the agreements were approved.

**☑ Vote Record**

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

**Engineers Report:**

The Board granted authorization to proceed with advertising, bidding, and bid tabulations for the Montgomery 3 Water Storage Tank Construction Project. Mr. Bodley noted that there were only a few contractors that are capable to handle a project of this magnitude, but that we would advertise through the Penn Bid system in order to attract as many bidders as possible. Upon a motion of member Tenney, seconded by member Mengel the engineers were authorized to move forward with the project.

**Vote Record**

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

**Operations Report:**

Mr. Fisher reviewed the monthly operations report and noted the recent main breaks.

The Board next approved a Certificate of Completion and Dedication of Improvements for Authority project # E-1020, for the Frost Tract located along Upper State Road, New Britain Township.

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

**Vote Record**

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

The Board next approved a Certificate of Completion and a Dedication of Improvements for Authority project # E-1025, for the Pine Run Community, located in Doylestown Township. Upon a motion of member Tenney, seconded by member Neiderhiser, the documents were approved.

**Vote Record**

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

**Bills & Requisitions Approval:**

Mrs. Lezoche reported that the annual audit had commenced, and that new bank signature cards for 2020 will be forthcoming. She noted that there were no payments or fiscal 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 within the following lists.

- a. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 01/10/2020
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 01/17/2020
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 01/24/2020
- d. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 01/31/2020

Payment of the bills presented was approved by the Board in accordance with the following roll call vote:

**Roll Vote Record**

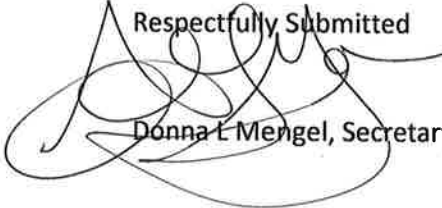
x	Approved		Yes/Aye	No/Nay	Abstain	Absent
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	x			
		Ms. Mengel	Initiated	x		
		Mrs. Neiderhiser	Seconded	x		
		Mr. McDevitt		x		

**Executive Directors Report:**

Mr. Bender requested that the Board consider scheduling a special meeting of the staff to update the Board on disaster planning and advanced IT security policies for the Authority. Several dates were discussed and after Mr. Bender confirms the availability of required staff, the meeting will be advertised.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member Neiderhiser, the Board voted to adjourn the meeting at 6:10 pm. All present voted in favor.

Respectfully Submitted  
  
Donna E Mengel, Secretary