

**North Wales Water Authority
Board of Directors Meeting
Minutes of March 11, 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

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	Absent
Michael P Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Present
Barbara Merlie 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.

Approval of Minutes:

The Board next considered approval of the Minutes of the 02/12/2020 meeting. Upon motion of member McDevitt, seconded by member Neiderhiser, the minutes were approved.

Vote Record

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

Resolutions:

Resolution 2020-01 was presented and is to modify the NWWA Rates & Regulations adding Appendix F pertaining Billing, Collections, Termination of Service, and processing of Liens.

Upon motion of member Mengel, seconded by member Tenney the Resolution was approved

Vote Record

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

Resolution 2020-02 Adds Mr. Allen Mason of CEC to the authorized Penn DOT signers

Upon motion of member Mengel, seconded by member McDevitt the Resolution was approved

Vote Record

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

Resolution 2020-03 approves the annual Incumbency Certificate for TD Wealth Trust Services

Upon motion of member McDevitt, seconded by member Tenney the Resolution was approved

Vote Record

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

Resolution 2020-04 Updates and authorizes the Emergency Response - Disaster Plan Signers

Upon motion of member Tenney, seconded by member Mengel the Resolution was approved

Vote Record

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

Resolution 2020-05 Updates the Authorized TD Bank Account Signatures

Resolution 2020-06 Updates the Authorized PLGIT Signers

Upon motion of member Mengel, seconded by member McDevitt the Resolutions were approved

☑ Vote Record

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

Public Comment: Mayor D'Angelo was present and greeted the Board members.

Bids and Contracts:

Mr. Fisher presented recommendations of awards for the annual materials bids.

After review, a motion to approve the following material bids, as advertised in accordance with law, and solicited through the PENNBID program, with each bid category awarded to the lowest responsive bidder, as follows:

- 1. Contract 530-20-01: Ductile Iron Pipe**
Award to Core & Main 3 year term
- 2. Contract 530-20-02: Ductile Iron Fittings**
Award to Core & Main 3 year term
- 3. Contract 533-20-03: Curb boxes**
Award to Core & Main 1 year term
- 4. Contract 530-20-04: Restraining Gland Packs**
Award to Core & Main 3 year term
- 5. Contract 530-20-05: S. S. Repair Clamp & Tapping Sleeve Supply**
Award to Core & Main 1 year term
- 6. Contract 601-20-06: Backflow Preventers**
Award to Core & Main 3 year term
- 7. Contract 533-20-07: Brass**
Award to Core & Main 3 year term
- 8. Contract 601-20-08: Meter Pit Components**
Award to Core & Main 1 Year term

Upon a motion by member Mengel, seconded by member McDevitt, the bids were approved as recommended. A copy of the complete bidder's tabulation will also be retained in the NWWA business office.

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

Solicitors Report:

The Solicitor presented a Contract for Professional Services for Authority Project # E-1055, for Montgomery Realty Associates, LLC, for the property located at 744 Bethlehem Pike and 1227 Vilsmeier Road, Montgomery Township.

Upon a motion of member Neiderhiser, seconded by member McDevitt, the agreement was approved.

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

Engineers Report:

Mr. Bodley had nothing to report. Mr. Bender thanked the engineer for their continued work on the Montgomery 3 water tank and the Park Avenue and Ferry Road transmission line project.

Operations Report:

Mr. Fisher reviewed the monthly operations report and noted that the paving has been completed for the sewer main work completed on Swartley Street, and that a new manhole was installed on Center St. The Board next considered acceptance of a *Certificate of Completion and Dedication of Improvements* for Authority project # E-973, for Crystal Road and Maple Avenue Creek located in Montgomery Township, as well as the Certificate of Completion and a Dedication of Improvements for Authority project # E-1014, for the Gwynedd Walk project, located on Cottage Avenue in Upper Gwynedd Township.

Upon a motion of member McDevitt, seconded by member Mengel the certificates were approved.

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

Bills & Requisitions Approval:

Mr. Bender 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: 02/07/2020**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/14/2020**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/28/2020**

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	Seconded	x		
		Mrs. Neiderhiser	Initiated	x		
		Mr. McDevitt		x		

Executive Directors Report:

Mr. Bender informed the Board that we are being proactive regarding the Coronavirus (COVID19) and that we have established an interim policy to address the issues. Safety precautions have been instituted at this time and that the Authority would continue to monitor the situation and respond accordingly.

Mr. Bender reminded the Board about the PMAA Region 1 Dinner Meeting to be held on April 9th

Mr. Bender advised that Board that the term sheet that had been previously approved and transmitted to the seller of the proposed operations center on Titus Avenue in Warrington had been rejected. Mr. Bender advised the Board that unless he was instructed otherwise, he would notify the seller that we acknowledged the rejection and that we would not pursue purchasing the property at this time, and that we would seek an alternate site. The Board concurred and did not instruct otherwise.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Neiderhiser, seconded by member Mengel, the Board voted to adjourn the meeting at 5:30 pm.

All present voted in favor.

Respectfully Submitted



Donna L. Mengel, Secretary