

**North Wales Water Authority
Board of Directors Meeting
Minutes of 03/13/2019**

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 5:10 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	Absent
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
Joseph Murphy	NWWA	Operations Manager	Present
Michael P Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present
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.

Ms. Mengel called and reported that she would not be able to attend the meeting tonight due to a family issue, but that she would be available by phone if needed. Her absence was excused by the Chair.

Executive Session Report

None occurred at the last meeting

Approval of Minutes:

The Board next considered approval of the Minutes of 02/1/2019. Upon a motion of member Neiderhiser, seconded by member Tenney, the minutes were approved.

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

Public Comment:

Mayor D'Angelo was present and thanked the Board for inviting the North Wales Borough officials to attend the recent Open House for the new NWWA Bucks County Office, congratulating the Authority upon our continuing success.

Bids and Contracts:

Mr. Fisher presented the recommendations of award for the annual materials bids. (See subsequent memorandum of clarification, as requested by the Board, attached.)

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

- 1. Contract 532-19-01: Fire Hydrant Supply**
Award to LB Water Service 3 year term

- 2. Contract 533-19-02: Curb Box & Accessories Supply**
Award to Ferguson Enterprises, Inc 1 year term

- 3. Contract 530-19-03: Retaining Gland Supply**
Award to Kennedy Culvert Co 1 year term

- 4. Contract 530-19-04: Wide Range Transition Coupling Supply**
Award to Hajoca Corp 1 year term

- 5. Contract 533-19-05: Brass Supply**
Award to Core & Main 1 year term

- 6. Contract 530-19-06: S. S. Repair Clamp & Tapping Sleeve Supply**
Award to Core & Main 1 year term

- 7. Contract 530-19-07: D. I. Tapping Sleeve Supply**
Award to Core & Main 2 year term

- 8. Contract 601-19-08: Meter Supply**
Award to Core & Main 2 year term

- 9. Contract 601-19-09: Meter Pit Component Supply**
Award to LB Water Services 1 Year term

Upon a motion by member Tenney, seconded by member Neiderhiser the bids were approved as recommended. The Board had questions on 2 of the bids and why the apparent low bidder was not selected. Mr. Fisher explained those 2 cases the lowest bidder did not adhere to the bid item standard specifications, essentially being a "non-responsive bid". Discussion ensued and upon a motion by member Neiderhiser, seconded by member McDevitt the motion for approval was revised to state the award going to the lowest "responsive" bidder. A copy of the complete bidder's tabulation will also be retained in the NWWA business office.

Vote Record 1

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

Vote Record 2

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

Resolutions: None this meeting

Solicitors Report:

Ms. Fiala reported that she had met with the Authority staff on outstanding items and that they moving forward on all issues.

She then presented the Deed of Dedication for E-1042 DeSantis Homes LLC a 7 lot subdivision located at 1325 Gypsy Hill Rd, Lower Gwynedd Twp., for approval. Upon a motion by member Tenney, seconded by member McDevitt the documents were approved.

Vote Record

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

Engineers Report:

Mr. Heydt presented payment application #5 for bid contract 530-18-14 Penllyn Area Main Replacement Project, in an amount due to B P Paterson of \$102,661.79. The job is now complete with the exception of the retainage.

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

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		

Mr. Heydt presented final payment application #5 for bid contract 530-16-09 Symphony Lane Project, in an amount due to Passerini of \$1,786.23. This is the last payment to close out the job.

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

Vote Record

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

Operations Report:

Mr. Fisher reviewed the monthly operations report, and advised the Board that there were four main breaks last month.

With regard to Item 1 Main Breaks - Mr. Fisher stated that we are actively working on removing all the old piping that is made up of materials other than Ductile Iron Pipe. We have several upcoming projects that will contribute to this.

Mr. Bender then explained that there are many different variables that make up the cost of a main break, including where the pipe is located, weather conditions, other utilities in the area etc., and that he would provide that information as soon as possible, but encouraged the Board to also focus their attention to what would likely be a more meaningful analysis of the number of main breaks within each 1,000' segment of water main, with the variable being limited to the type of materials. We could then use that information in our preparation of future capital improvement budgets, and work schedules.

Mr. Tenney also asked for a future report on how much of each type of water main we have in the system.

Mr. Fisher stated that he would assemble the data and provide it to the Board.

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: 02/07/2019**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/15/2019**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 02/21/2019**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 03/01/2019**

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

<u>Roll Vote Record</u>						
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		

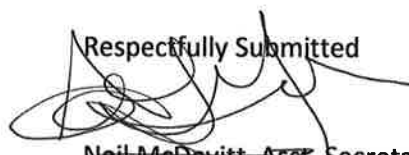
Executive Directors Report:

Mr. Bender reported upon his continued discussions related to the Warrington Water system, then asked for an executive session after the regular meeting to discuss several real estate and potential litigation matters. He stated that he would not be asking the Board to vote upon, or approve any matters.

Adjournment:

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

All present voted in favor.

Respectfully Submitted

Neil McDevitt, ~~Asst.~~ Secretary/Treasurer
