

**North Wales Water Authority
Board of Directors Virtual Meeting
Minutes of April 22, 2020**

Call to order:

A regular business meeting of the NWWA Board of Directors was held beginning at 5:00 p.m. on April 22, 2020, conducted as a video and teleconference meeting, and called to order by Board Chair Nagel. Interested parties were able to both listen and offer comment to the Board through video and/or telephonic connection, through <https://meeting.windstream.com/j/1122093255> one tap mobile +16467415292, 1122093255# US (New York), +16467415293,,1122093255# US (New York)

Solicitor Clarke provided an overview of the virtual meeting process and gave instructions for how the public could comment if they called in.

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
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 03/11/2020 meeting. Upon motion of member Tenney, seconded by member Mengel, the minutes were approved.

Vote Record

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

Public Comment: The Chair confirmed that the public call in number was published as well as being posted on the office door and the NWWA website. No public call ins were made during the course of the meeting.

Resolutions:

Mr. Bender reviewed the following and asked the Board for approval.

Resolution 2020-07 was presented and is to authorize the staff to approve deferral of late fees and /or penalties for up to 12 months due to the Emergency Disaster for COVID-19 and to permit customers the ability to make extended payment plan arrangements.

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

Vote Record

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

Resolution 2020-08 Allows for NWWA participation in the MIRIA-Horsham Base Authority grant funding programs, and the posting of required funds. The NWWA will be applying for two grants, with one to reimburse customers in the Warrington system that paid elevated rates to offset the costs of remediation due to PFAS contamination, and the other application for reimbursement of expenses paid by the NWWA associated with the installation of interconnects with the Horsham, Warminster, and Warrington Township water systems.

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

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		

Resolution 2020-09 Recognizes the Emergency Disaster for COVID 19 as per the State of Pennsylvania
Upon motion of member Tenney, seconded by member Mengel the Resolution was approved

Vote Record

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

Bids and Contracts: None This Meeting

Solicitors Report:

Mr. Clarke reported that during this past month they have been working on the issues that have arisen related to the Stay at Home order that was issued. The Authority has been very proactive in all areas of concern.

Mr. Clarke then presented a Contract for Professional Services for Authority Project # E-1057, with Crystal Road Enterprises LLC for Fire Fox Phase 3, for the property located at Bethlehem Pike off of Fox Meadow Dr., Montgomery Township. This is a small 6 townhome project.

Upon a motion of member Tenney, seconded by member Mengel, the agreement was approved.

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		

Engineers Report:

Mr. Bodley updated the Board on the Montgomery Tank 3 project. The project bidding will be advertised and on Penn BID tomorrow and with a public bid opening of May 20th.

Operations Report:

Mr. Fisher reviewed the monthly operations report and noted nothing out of the ordinary.

Ms. Mengel asked about essential and non-essential at the Authority. Mr. Bender noted that we are continuing our life sustaining and emergency operations only and that all other non-essential work will be resumed at a later date.

Bills & Requisitions Approval:

Mrs. Lezoche 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: 03/06/2020
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 03/27/2020
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/03/2020
- d. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/10/2020

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	Initiator	x		
		Ms. Mengel	Seconded	x		
		Mrs. Neiderhiser		x		
		Mr. McDevitt		x		

Executive Directors Report:

Mr. Bender made the following statement:

I think that it is appropriate to advise the Board and any listeners today that the NWWA has carefully monitored the COVID-19 situation, including considering the advice and recommendations provided by the World Health Organization, the Center for Disease Control, as well as various memos of guidance received from our Solicitor and from the Pennsylvania Municipal Authorities Association.

Over the past month, we have initiated numerous health and safety related protocols throughout our entire operation, while continuing all life sustaining and emergency services to our customers. We have remained on call to our customers 24 hours per day, 7 days a week and we expect to continue this level of service.

As we advance into the next and subsequent phases of this emergency, we will remain diligent, will continue to slowly expand all non-emergency services, and we will work in a prudent and responsible manner in all activities.


As you authorized tonight, we will be compassionate and reasonable in assisting our customers experiencing financial stress, and we will work with each to accommodate reasonable and flexible payment plans throughout the year.

I thank the Board for your leadership and for your willingness to permit and endorse our efforts - and to help ensure that we remain on the forefront as we weather this storm.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Tenney, 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