

**North Wales Water Authority
Board of Directors Meeting
Minutes of 05/18/2017**

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 5:00 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
Herbert W. Kavash	NWWA	Treasurer	Present
Gregory J. D'Angelo	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Absent
Brad S. Fisher, P.E.	NWWA	Director of Eng. / Ops.	Present
Christine Lezoché	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Ms. Joyce noted that Mr. Bender was available by telephone, if needed during the meeting.
Mr. D'Angelo arrived at 5:05 pm

Executive Session Report

None at prior meeting

Approval of Minutes:

The Board considered approval of the Minutes of 04/12/2017. Upon a motion of member Tenney, seconded by member Kavash, the minutes were approved as presented.

Vote Record

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

Public Comment:

There was no public comment.
Mr. D'Angelo arrived.

Visitors

Christopher Gibbons of Concord Public Finance

Resolutions:

Christopher Gibbons from Concord Public Finance was present to discuss the bank loan proposals/rates, bond refinancing, and various borrowing options for Board consideration. Mr. Gibbons presented the Board with the results of both the bond and bank loan proposals solicited by Concord on behalf of the Authority. Mr. Gibbons reported that proceeding with a bank loan was the recommended method of financing as being the lowest overall cost. He reported that Bryn Mawr Trust had submitted the most cost effective proposal. After a detailed discussion and several Board questions, the Board members requested that Mr. Gibbons give further consideration to the conditions of the recommended borrowing, specifically addressing the impact of the required 1M deposit, including interest accrual, and the availability to withdraw the funds, if needed by the Authority at any future time. Although no formal action was taken, the consensus of the Board was - subject to satisfactorily addressing the above referenced items - to have Mr. Gibbons arrange for the preparation of any documents needed for final approval of the Bryn Mawr Trust proposal at the next regular Board meeting in June.

Resolution 2017-04 allowing for the reimbursement of engineering and legal expenses in preparation of the projects to be funded by the new borrowing was introduced and explained.

Upon a motion by member Tenney, seconded by member D'Angelo the document was approved.

☑ Vote Record

Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Initiator	x			
	Ms. Mengel		x			
	Mr. Kavash		x			
	Mr. D'Angelo	Seconded	x			

Bids and Contracts:

Mr. Fisher and Mr. Heydt presented the proposal for engineering services in the amount of \$60,626.74 for the PennDOT project at the SR0309 Section 71A 5 Points Intersection. This PennDOT project requires the relocation of approximately 2600 feet water main.

Upon a motion by member D'Angelo, seconded by member Tenney, the contract was approved as recommended.

☑ Vote Record

Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel		x			
	Mr. Kavash		x			
	Mr. D'Angelo	Initiator	x			

Solicitors Report:

Ms. Fiala presented the contract for professional services for project E-1020, DBA MDG 1 LLC – also known as the Frost Tract, located along Upper State Road in New Britain Township, for approval. Upon a motion by member Mengel, seconded by member D’Angelo, the contract was approved as recommended.

☑ Vote Record

Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney		x			
	Ms. Mengel	Initiator	x			
	Mr. Kavash		x			
	Mr. D’Angelo	Seconded	x			

Ms. Fiala presented a temporary access easement for the proposed Montgomery 3 tank site. This easement allows us to enter the location for various due diligence investigations.

Upon a motion by member Mengel, seconded by member Tenney, the easement was approved as recommended.

☑ Vote Record

Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel	Initiator	x			
	Mr. Kavash		x			
	Mr. D’Angelo					x

Ms. Fiala distributed a copy of the letter that was provided to V & T Painting regarding safety on the job. It was reported that V&T was receptive to the letter and will have an onsite safety person at the job.

Engineers Report:

Mr. Heydt reported that the Notice to Proceed was given to V & T Painting for both the Blue Bell and Susquehanna Tank Refurbishing projects.

Operations Report:

Mr. Fisher reviewed the monthly operations report, and then further updated the Board on the following:

Merck water usage will likely be lower in the future as they did find a leak in their system that was using quite a bit of water and has now been repaired.

Mr. Fisher showed the Board a video of the emergency response to the fire hydrant that was hit by a car in April, demonstrating how much water can be quickly lost due to accidents.

Bills & Requisitions Approval:

Mrs. Lezoche then reported that there were no payments or activities out of the ordinary on the bills listings, and recommended and requested Board approval to pay all invoices, to process all refunds, and to transfer and/or requisition funds, as presented.

- a. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/07/2017
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/12/2017
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/20/2017
- d. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/26/2017
- e. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/04/2017
- f. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/10/2017

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

Roll Call Vote Record

Approved Tabled Failed			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		x			
	Mr. Tenney	Seconded	x			
	Ms. Mengel		x			
	Mr. Kavash	Initiator	x			
	Mr. D'Angelo		x			


Executive Directors Report:

No report was provided as all items were already covered and Mr. Bender was not present at the meeting.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Tenney, seconded by member D'Angelo the meeting was adjourned at 5:50 pm.

All present voted in favor.

Respectfully Submitted

 Donna L. Mengel, Secretary