

**North Wales Water Authority
Board of Directors Virtual Meeting
Minutes of May 27, 2020**

Call to order:

A regular business meeting of the NWWA Board of Directors was held beginning at 5:00 p.m. on May 27, 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/1120747759> one tap mobile +16467415292, 1120747759# US (New York), +16467415293, 1120747759# US (New York)

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 04/22/2020 meeting. Upon motion of member Tenney, seconded by member Mengel, the minutes were approved.

Vote Record

			Yes/Aye	No/Nay	Abstain	Absent
x	Approved					
	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. Mr. Dan Knight from CBI, a water tank construction company, called in and he stated he was just calling in to see how the Board meeting was conducted.

Resolutions:

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

Resolution 2020-10 was presented to the Board. The Resolution authorizes the staff to complete the preparation, review and execution of a Cooperative Agreement with the US National Guard Bureau, (NGB) wherein the NGB would fund certain improvements to the NWWA water system. A similar Agreement was in place with Warrington Township prior to NWWA purchase of the system, and the NWWA is currently in the process of amending reassigning the Agreement to the Authority.

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:

Solicitor Clarke presented a Contract for Professional Services for Authority Project # E-1058, with Orleans-Conservatory Group L.P., with Grove Valley Farm Developers., for the property located along Limekiln Pike in Warrington Township, being the former Pileggi Nursery parcel, for a 50 unit development.

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 public bid opening occurred on May 20th with the following are the apparent low bidders for the two contracts:

521-19- A General Contractor CBI Storage \$9,747,660

521-19- B Electrical Contractor MJF Electrical Contracting \$175,750

Bidder qualifications and documentation are under review at this time with an anticipated award at the June 24th meeting.

Mr. Dan Knight of CBI gave a brief overview of his company and history of elevated tank building. If they are awarded this contract the tank will have over 4 million gallons of capacity, and will have a high water level equal to the NWWA Highpoint storage tank in New Britain Township.

Mr. Knight explained that they will use local contractors for the site work and the tank elements will be built and then installed by and under the direction CBI, should the contract be awarded.

Operations Report:

Mr. Fisher reviewed the monthly operations statistical report and noted that there was nothing out of the ordinary to bring to the attention of the Board.

Mr. Fisher noted that Operations Manager Joseph Murphy and Facilities Manager David Dzedzy should receive thanks for their continued good work in making sure our operations are safely continuing during this pandemic. The Board expressed their gratitude to both Mr. Murphy and Mr. Dzedzy and also congratulated Mr. Murphy on his anniversary of 37 years with the Authority.

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: 04/17/2020
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 04/25/2020
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/01/2020
- d. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/08/2020
- e. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/15/2020
- f. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/22/2020

Mr. Tenney had a question on the developer refunds that were listed, and Ms. Mengel inquired about how often we review our health insurance coverage.

Mr. Fisher noted that the developer refund was for a posted escrow and that all work is complete. Mr. Bender explained that we review our broker services and new quotations every year, with a more comprehensive quotation and bid process every three 3 years from multiple providers.

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	Seconded	x		
		Mrs. Neiderhiser		x		
		Mr. McDevitt		x		

Executive Directors Report:

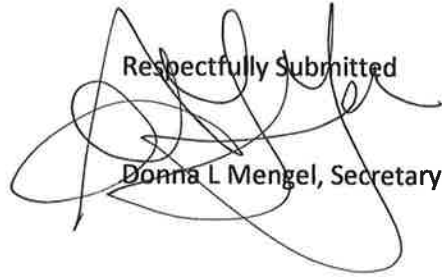
Mr. Bender reported that we are slowly returning to standard operations and services. He noted that the operations department has commenced annual flushing, including both day and night crews for this process to split crews. We are incurring no extra overtime for night work and he noted that our staff has really stepped up and been incredibly cooperative and flexible throughout the pandemic.

Mr. Bender noted that as we are not sure how long this situation will continue, and as we will likely continue with virtual board meetings and conferences, that IT Manager Rokib Ahmed would make refurbished laptop computers available to Board members, if needed.

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