

**North Wales Water Authority  
Board of Directors Meeting  
Minutes of 06/12/2019**

**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 5:00 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;

<b><u>Attendee Name</u></b>	<b><u>Organization</u></b>	<b><u>Title</u></b>	<b><u>Status</u></b>
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
	NWWA	Asst./Sec Treasurer	Vacant
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
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Absent
Lane Bodley, P.E.	Carroll Engineering	Authority Engineer	Present

Becca Suskin was present as the ASL interpreter for Mr. McDevitt.

**Executive Session Report**

None occurred at the last meeting

**Approval of Minutes:**

The Board next considered approval of the Minutes of 05/08/2019. Upon a motion of member Tenney, seconded by member McDevitt, the minutes were approved with a correction on the position held by Board member McDevitt.

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

**Public Comment:** Mayor D'Angelo was present and had no comment.

**Bids and Contracts:** None this meeting

**Resolutions:** None this meeting

**Solicitors Report:**

Mr. Clarke presented a Deed of Dedication of Public Easements for NWWA project E-1000 for the Police & Fire Credit Union building to be located at Bethlehem Pike, Montgomery Twp. Parcel # 39-00-00346-00-4. Upon a motion by member Mengel, seconded by member Tenney the motion was approved.

**Vote Record**

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

Mr. Clark presented a Wastewater Treatment Plant Property Conveyance agreement for signing by the Chair. As the former NWWA wastewater treatment plan has been decommissioned and removed, this lot has been deemed surplus and of no current or future value to the Authority. The agreement conveys the former WWTP property back to the North Wales Borough, also granting and retaining certain easements. Settlement shall occur in the near future.

**Engineers Report:**

Mr. Bodley presented a professional engineering services proposal for the Garfield Ave Water Main Replacement project. This project includes the replacement of approximately 4,250 ft. of cast iron pipe with ductile iron pipe, to be coordinated with an Upper Gwynedd Township sanitary sewer project in the area. The total project costs, including engineering expenses, have been budgeted at \$750,000.00 Upon a motion by member Tenney, seconded by member McDevitt the proposal-contract, in an amount not to exceed \$36,500.00 was approved.

**Vote Record**

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

**Operations Report:**

Mr. Fisher distributed and reviewed the monthly operations report and pointed out there were no main breaks during the month and the annual flushing of the system has been completed.

**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: 05/10/2019**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/16/2019**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/23/2019**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 05/30/2019**

Payment of the bills presented was approved by the Board in accordance with the following 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			
		Mr. McDevitt		x			

**Executive Directors Report:**

A request for approval of a term sheet offering the sale of surplus property located at Parcel 39-00-00727-00-8 Charing Cross Road, Lower Gwynedd Township was presented by Mr. Bender. He went on to explain that the property was a former water well #20 property, that the site was landlocked, has access only through an easement, has not been used for many years, has been fully decommissioned, with all equipment removed. The lot has been deemed surplus and of no current or future value to the Authority. He noted ongoing expenses for lot maintenance and insurance, recommending disposal of the site. He advised the Board that the property has recently been professionally appraised and has an "as-is" appraised value of \$25,000.00. The term sheet provides for the sale of the property at a value of \$25,000.00, or greater.

Upon a motion by 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	Initiator	x			
		Ms. Mengel	Seconded	x			
		Mr. McDevitt		x			

Mr. Bender next presented and requested approval of the Plumstead Township Bulk Water Supply Agreement. He noted that the agreement is for an initial term of 25 years, with renewals of 5-year terms thereafter. He noted that Plumstead would be required to make a minimum daily purchase of water, and that they would also be contributing towards the cost of constructing a new pipeline along Park Avenue and Ferry Road, to the Plumstead border. This pipeline will also serve other Authority interests, including NWWA's Pine Run Community water system in Doylestown. He then went on to explain the economics of the proposal providing detail as to how the project would enhance revenues to the Authority thereby benefiting all existing customers. He estimated the project to take 24 months for design, permitting, and construction, before water was flowing and delivered through the new line. Lastly, he noted that he was in current discussions with the North Penn Water Authority (NPWA) about the possibility of NPWA purchasing up to 50% of the transmission line for their future use, also making a prorated contribution towards construction and future maintenance costs, but that the project would proceed on schedule regardless of the ultimate decision of the NPWA to participate.

Upon a motion by 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	Initiator	x			
		Ms. Mengel	Seconded	x			
		Mr. McDevitt		x			

Mr. Bender next requested approval of the Interim Horsham NWWA Inter-municipal Agreement for Operational services. He explained that he was in the process of finalizing a comprehensive agreement providing for the NWWA to provide ongoing daily operational water system services to the Horsham Water and Sewer Authority, including detailed descriptions of the services to be provided, as well as all rates, fees, and overhead calculations as deemed appropriate. He noted that the comprehensive agreement would take several months to finalize negotiations and create a final document, and that Horsham was in need of and had requested our services prior. In consideration of that request, and the need for the NWWA to properly prepare staffing and equipment for such services, an interim agreement providing limited interim and emergency services was prepared, as presented. Lastly, Mr. Bender reviewed the economics of the arrangement, assuring the Board that we were properly covering all labor and benefit costs, equipment expenses, with a reasonable overhead and return on investment for the NWWA and our customers. He stressed that this proposal is in keeping with our long-term business relationship with Horsham, being an important bulk water customer of the Authority.

Upon a motion by 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	Initiator	x		
		Ms. Mengel	Seconded	x		
		Mr. McDevitt		x		

Mr. Bender next requested approval of the mutual release settlements with both V&T Painting and Old Republic Insurance Company, (V&T Bonding Agent) in order to permit the NWWA to complete the unfinished work at the tanks, to deduct NWWA costs from V&T payment funds the Authority is holding, including retainage, and to then close out the V&T/NWWA Contract 521-17-01 A & B for all painting and repair services to be completed at the Blue Bell Tank and Susquehanna water storage tanks. The agreements allow NWWA to complete the projects using the V&T monies, and further V&T agrees to not bid on any NWWA projects for a period of at least five (5) years.

Upon a motion by member Mengel, seconded by member Tenney the releases were approved

**Vote Record**

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

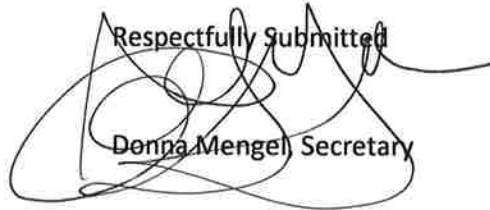
Mr. Bender distributed a worksheet for a water well analysis project that the NWWA staff is competing with the assistance of our water system consultant; Howard Woods. The focus of the project is a comprehensive study of the 17 wells owned and periodically used by the NWWA to supplement the water we purchase on a daily basis from our Forest Park facility. Mr. Bender noted that up to 97% of the water we regularly deliver to our customers is directly from Forest Park, but that we need to retain some water well capacity to occasionally supplement Forest Park water. He said that this is essential during peak summer flow periods, during drought conditions, or during emergencies such as major fires or main breaks. The objective of the study is to evaluate each well site on a weighted scale, considering items such as well yield, location in the system, zoning, lot size, proximity to major distribution mains, all water characteristics, and the need for special filtration methods.

He noted increased water quality standards, daily well station monitoring, ongoing testing and reporting, flushing and treatment processes, even if only used on occasion are becoming increasingly expensive. He noted that our objective is to ensure that all water introduced into the distribution system from the supplemental wells is equal to or better than the water delivered from Forest Park, at a comparable cost, to the greatest extent possible. He explained that once all well information is gathered, we will complete a cost/benefit analysis, ultimately resulting in a presentation to the Board as to which wells should be retained for our future use, and which wells should be considered for decommissioning. He noted that subject to schedule and project status, the presentation would likely take place at the July or August business meeting.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member McDevitt the meeting was adjourned at 5:40 pm.

All present voted in favor.

Respectfully Submitted  
  
Donna Mengel, Secretary