

**North Wales Water Authority
Board of Directors Virtual Meeting
Minutes of July 15, 2020**

Call to order:

A regular business meeting of the NWWA Board of Directors was held beginning at 5:00 p.m. on July 15 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/1117880861> one tap mobile +16467415292, 1120747759# US (New York), +16467415293, 1120747759# US (New York)

Pledge of Allegiance and 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	Absent
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 06/24/2020 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					
	Failed					
		Mrs. Nagel	x			
		Mr. Tenney	Initiator	x		
		Ms. Mengel	Seconder	x		
		Mrs. Neiderhiser		x		
		Mr. McDevitt		x		

Public Comment:

No public callers were present

Resolutions:

Solicitor Merlie introduced Resolution 2020-11 approving an 24 month extension of time within which the Authority is required to draw down proceeds associated with the issuance of its Water Revenue Bonds Series 2017 in an amount not to exceed \$33,000,000. Mr. Bender explained the deferred interest savings resultant of the extension.

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

☑ Roll Call Vote Record						
x	Approved		Yes/Aye	No/Nay	Abstain	Absent
	Tabled	Mrs. Nagel	x			
	Failed	Mr. Tenney	Initiator	x		
		Ms. Mengel	Secunder	x		
		Mrs. Neiderhiser		x		
		Mr. McDevitt		x		

Bids and Contracts:

Mr. Fisher noted there were no bids received for Contract 530-20-09 Janitorial Services and that staff would be meeting on this. Mr. Bender stated that we may end up using 2 different smaller janitorial services for each of the offices, or hiring a custodian again, or a combination of both.

Mr. Fisher presented the results of the Bids for Contract 530-20-10 Leak Detection Services and recommended the award of a contract in an amount to not exceed \$28,080.00, with Consulting Engineering Inc., for a term of one year only, as they are a new vendor for us. 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		

Solicitors Report:

Solicitor Merlie presented a Motion regarding the easement and water line agreements with Bucks County Water & Sewer Authority for the Tradesville Wastewater plant. Pursuant to the Resolution, the Board authorized and directed the Executive Director and the Solicitor to take all necessary actions to prepare final easement agreements with Bucks County Water & Sewer Authority, including an assignment of easement, a blanket easement, and a water service line agreement, and then authorizing the Chair and the Secretary to execute all agreements once they are in final form. Upon a motion of member Tenney, seconded by member Mengel, the motion was approved.

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

Solicitor Merlie then presented a Motion regarding the North Wales Water Authority Board authorize and direct the Executive Director and the Solicitor to take all necessary actions to (i) prepare and submit the Authority's final offer to the owner of the property located at 1553 Easton Road, Warrington, PA, for the temporary lease of the property and subsequent purchase of the property, to be used by the Authority as the Bucks County Operations Center, and (ii) to prepare and submit to the Board for approval a final agreement of sale for execution. Upon a motion of member Tenney, seconded by member Mengel, the motion was approved.

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

Engineers Report:

Mr. Bodley reported that they had sent out the Notice of Award letters to the contractors for the new Montgomery 3 Tank. All required documentation has now been received and is under review. CEC will be reviewing the qualifications of all the sub-contractors that CBI proposes to use on the project.

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 also noted that the annual system flushing has been completed.

Mr. Fisher presented for approval the Certificate of Completion for E1056 Valley Road Main Extension in Warrington Township. Upon a motion of member Tenney, seconded by member Mengel, the certificate was approved.

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

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: 06/26/2020**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 07/03/2020**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 07/10/2020**

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

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

Executive Directors Report:

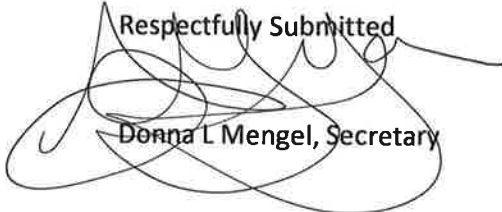
Mr. Bender reported that he had met with the Finance Directors of NWWA and NPWA, Mr. Bellitto and Mr. Pifer, to discuss the upcoming annual Forest Park Budget. There does not appear to be a need to have rate increase next year. A 5 year rolling budget and long term capital program will be developed.

Mr. Bender is also working on an updated COVID 19 procedure for employees, including guidance for employees returning to work after visiting or vacationing at Pennsylvania designated hot spot states.

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