

# North Wales Water Authority

## Board of Directors

### Minutes of 09/25/13

#### Call to order:

A regular business meeting of the Board of Directors was held at the NWWA Offices, 200 W. Walnut St, North Wales, PA., 19454, and was called to order at 5:00 p.m. by Chair Nagel.

#### 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 Nagel	NWWA	Chair	Present
Albert Tenney	NWWA	Vice Chair	Absent
Donna Mengel	NWWA	Secretary	Present
Herbert Kavash	NWWA	Treasurer	Present
Gregory D'Angelo	NWWA	Asst. Sec/Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Raymond J. Berry	NWWA	Director of Operations	Present
Christine Lezoche	NWWA	Director of Finance	Present
Michael Clarke, Esq.	Rudolph Clarke	Authority Solicitor	Absent
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present
Melissa Fiala, Esq.	Rudolph Clarke	Authority Solicitor	Present

#### Approval of Minutes:

The Board considered approval of the Minutes of 09/11/2013. Upon a motion of member Mengel, seconded by member D'Angelo, the minutes were approved.

#### Vote Record

<input checked="" type="checkbox"/> Approved		Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel	X			
	Mr. Tenney				X
	Ms. Mengel	Initiated	X		
	Mr. Kavash		X		
	Mr. D'Angelo	Seconded	X		

#### Public Comment:

None present at the meeting.

**Resolutions:** None this meeting

**Bids and Contracts:** None this meeting

**Solicitors Report:**

Amendment agreements for Zayo Bandwidth Cellular Equipment were tabled.

**Engineers Report:**

Mr. Heydt gave a brief update on the transmission line project.

Terra Technical Contract 810-13-19 WWTP Decommissioning

Motion to approve payment application #1 and to process the payment in the amount of \$7,596.00 was made by member Kavash, seconded by member Mengel, and approved unanimously.

**Vote Record**

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

**Operations Report:**

Mr. Berry presented the Board with a Certificate of Completion and Dedication of Improvements for E-0902, Del-Val College, Lower Gwynedd.

Upon a motion by member Mengel, seconded by member D'Angelo all voted in favor of the agreement.

**Vote Record**

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

Mr. Berry reviewed the Forest Park report.

**Bills & Requisitions Approval:**

Mrs. Lezoche noted that there was nothing out of the ordinary with the bills listings, recommending and requesting approval to pay all invoices, process all refunds, and to transfer and/or requisition funds, as presented to the Board.

To: NWWA Board of Directors  
From: Robert C. Bender, Executive Director  
Date: September 25, 2013

Re: Approval and Adoption of 2013-14 Budget

In order to ensure proper recording of the approved budget, I recommend and request your approval of the following motion: (similar to last year)

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**MOTION TO:**

1. Accept **Consulting Engineer's Certificate - Approval of Operating Budget -** Fiscal year 2013-2014, dated September 16, 2013.
2. Approve the **Operations Budget for Fiscal Year 2013-2014**, with a fiscal year ending October 31, 2014, including:

Operating Revenues of	\$	18,701,047
Non-Operating Revenues of	\$	1,294,399
<b>Total Revenues</b>	<b>\$</b>	<b>19,995,446</b>

Operation Expenses of	\$	10,905,578
<b>Total Expenses</b>	<b>\$</b>	<b>10,905,578</b>

**NET Income - before depreciation**                      \$    **9,089,868**

**Depreciation**    \$    **4,900,000**

**Amortization**    \$      **540,000**

3. Approve **Capital Improvements Budget for 2013-2014 of \$ 19,993,900**
4. Authorize the Finance Director to allocate Cell Antenna/Rental Revenues at a 50/50 ratio between the Water and Sewer revenue accounts.
5. Authorize staff base salary (or hourly rate) increases of 2.5%
6. Authorize performance incentive program @ 3.5% of total base payroll.
7. Confirm that there shall be **no water rate increase** for Fiscal Year 2013-2014
8. Confirm that there shall be **a 10% sewer rate decrease** for Fiscal Year 2013-2014
9. Authorize the Executive Director and Finance Director to take all actions necessary to implement this approved budget and financial plan.

a. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 09/13/2013**

b. **Approval of Bills , Refunds, Transfers and Requisitions List dated: 09/18/2013**

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

<b><u>Vote Record</u></b>						
x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		X			
	Mr. Tenney					X
	Ms. Mengel		X			
	Mr. Kavash	Initiator	X			
	Mr. D'Angelo	Seconded	X			

**Executive Directors Report:**

Mr. Bender reviewed the 2013-2014 budgets, requesting acceptance of the Engineers certification, followed by the approval of the budgets as presented, and authorization to implement.

Upon a motion by member Mengel, seconded by member Kavash all voted in favor of the agreement. (Copy of actual motion requested and approved, attached)

<b><u>Vote Record</u></b>						
x Approved			Yes/Aye	No/Nay	Abstain	Absent
	Mrs. Nagel		X			
	Mr. Tenney					X
	Ms. Mengel	Initiator	X			
	Mr. Kavash	Seconded	X			
	Mr. D'Angelo		X			

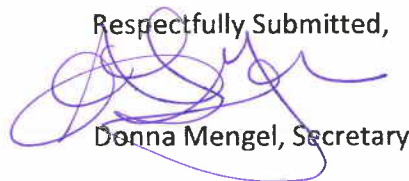
Mr. Bender briefly discussed the Pennsylvania Environmental Council Annual Meeting he attended on September 11, 2013.

**Adjournment:**

There being no further business to be brought before the Board, upon motion by member Kavash, seconded by member D'Angelo, the meeting was adjourned at 5:39 pm.

All present voted in favor.

Respectfully Submitted,



Donna Mengel, Secretary