

**North Wales Water Authority
Board of Directors Meeting
Minutes of 10/09/2019**

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA Offices, 200 West Walnut Street, North Wales, PA., 19454, on October 9, 2019, 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 |
| Neil J McDevitt | NWWA | Treasurer | Present |
| Sally K. 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 |
| Barbara Merlie, Esq. | Rudolph Clarke | Authority Solicitor | Present |
| Kenneth Heydt, P.E. | Carroll Engineering | Authority Engineer | Present |
| Lane Bodley, P.E. | Carroll Engineering | Authority Engineer | Present |

Sally Martin was in attendance as the ASL interpreter for Mr. McDevitt

Approval of Minutes:

The Board next considered approval of the Minutes of 09/11/2019. Upon a motion of member Tenney seconded by member Mengel the minutes were approved, as presented.

Vote Record

| | | Yes/Aye | No/Nay | Abstain | Absent |
|--------------------------------|------------------|----------------|---------------|----------------|---------------|
| x Approved Tabled Failed | Mrs. Nagel | x | | | |
| | Mr. Tenney | x | | | |
| | Ms. Mengel | x | | | |
| | Mr. McDevitt | x | | | |
| | Mrs. Neiderhiser | x | | | |

Public Comment:

Mayor D'Angelo was present and thanked the Authority for participating in Community Day. Allen Mason from Carroll Engineering Corp. was present and had no comment.

Agreements-Bids and Contracts:

None This Meeting

Resolutions:

None This Meeting

Solicitor:

Ms. Merlie updated the Board on the Warrington Water System closing and there are a few post-closing items that are being worked on now. The deed has been recorded and the Title Company is working on getting all the easements recorded. There will be an advisory committee made up of members of the Authority staff and Warrington Township staff for the purpose of meeting monthly to resolve any issues that may come up.

Ms. Merlie then reported that next week is a meeting with Montgomery Township regarding the land development agreement for the new Montgomery 3 tank site that documentation will need to be signed. Member Tenney made motion to move to authorize the Executive Director to execute all documents required by Montgomery Township in connection with the Authority’s application for land development approval for the construction of the Montgomery 3 Water Tank, subject to review and approval of such documents by the Solicitor, and to authorize the Treasurer to issue such payments to the Township as are required in connection with the said approval, including without limitation the posting of financial security for public improvements and the Motion was seconded by Member McDevitt. All those present approved.

☑ Vote Record

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

Mr. Bender thanked Ms. Merlie for all her work on the projects that we are under taking at this time and noted that she has been great to work with.

Engineer:

Mr. Heydt presented the Final Payment Application #7 for Contract 530-18-14 –Penllyn Area Water Main Replacement project, in the amount of \$34,907.70 to B P Paterson Inc. This will also be the final payment as the project has been completed. Upon a motion by member Mengel, seconded by member Neiderhiser the payment was approved.

☑ Vote Record

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

Operations:

Mr. Fisher reviewed the monthly operations report, noting that the new office in Bucks County is now open for business.

Mr. Fisher mentioned that the new billing system is up and running after a lot of hard work from the staff.

Mr. McDevitt noted that the new bill is much easier to understand and looks very good.

Bills & Requisitions Approval:

Mrs. Lezoche pointed out the different voucher numbering system in the check runs. These are transactions from our new billing system. The new system has been integrated with the financial software and eliminates manual entry. Next she reported that there were no payments out of the ordinary on the bills listings, then 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: 09/06/2019**
- b. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/11/2019**
- c. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/13/2019**
- d. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/20/2019**
- e. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 09/26/2019**
- f. **Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/03/2019**

Payment of the bills as presented was approved by the Board in accordance with the following vote with Mrs. Nagel abstaining on from the item D:

Roll Vote Record

| <input checked="" type="checkbox"/> Approved | | | Yes/Aye | No /Nay | Abstain | Absent |
|--|------------------|-----------|---------|---------|---------|--------|
| <input type="checkbox"/> Tabled | | | | | | |
| <input type="checkbox"/> Failed | | | | | | |
| | Mrs. Nagel | | x | | x | |
| | Mr. Tenney | Seconded | x | | | |
| | Ms. Mengel | Initiated | x | | | |
| | Mr. McDevitt | | x | | | |
| | Mrs. Neiderhiser | | x | | | |

Mrs. Lezoche noted that the proposed budget for 2020 will be finalized and sent out for review next week.

Executive Director:

Mr. Bender:

1. That discussion with Warminster continues and that both the Township and the Authority are receptive to the Authority.
2. Reported that the due diligence period approved pursuant to the DeSantis Term of Sheet for NWWA Well # 20 property, located in Lower Gwynedd Township will expire on October 10, 2019.

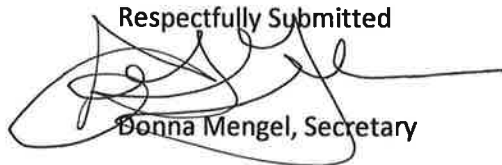
3. Requested a short Executive Session, where no action would need to be taken, after the regular meeting to discuss real estate and personnel matters.

Adjournment:

There being no further business to be brought before the Board, upon motion by member Mengel, seconded by member Neiderhiser the meeting was adjourned at 5:20 pm.

All present voted in favor.

Respectfully Submitted

A handwritten signature in black ink, appearing to be 'Donna Mengel', written over the typed name.

Donna Mengel, Secretary