

North Wales Water Authority Board of Directors

Minutes of 10/13/2010

Call to order:

The meeting was held at the NWWA Offices, 200 W Walnut St, North Wales, PA. 19454 and called to order by Board chair, Joan Nagel, at 6:00 p.m.

Pledge of Allegiance:

Mrs. Nagel led those in attendance in the Pledge of Allegiance.

Roll Call:

Roll call was taken and recorded as follows;

Attendee Name	Organization	Title	Status
Joan Nagel	NWWA	Chair	Present
Albert Tenney	NWWA	Vice Chair	Present
Carene Makinson-Sanders	NWWA	Secretary	Present
Herbert Kavash	NWWA	Treasurer	Present
Donna Mengel	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 Kirk	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Approval of Minutes:

The Board next considered approval of the Minutes of 09/08/2010. Upon a motion of member Kavash, seconded by member Tenney, the minutes were unanimously approved.

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		x			
	Mr. Tenney	Initiator	x			
	Mrs. Sanders		x			
	Mr. Kavash	Seconded	x			
	Ms. Mengel		x			

Public Comment:

None were present

Solicitors Report:

Mr. Clarke reported that a brief Executive Session was held after the regular meeting on 09/08/2010 to discuss a personnel issue and real estate matters. No action was taken.

Mr. Clarke asked for a brief Executive Session after the regular meeting to discuss potential litigation.

Mr. Clarke then presented Resolution 2010-06 to the Board for approval. The Resolution adopts the fees for additional sewer EDU's per the Intermunicipal Agreement with UGT.

Vote Record							
			Yes/Aye	No/Nay	Abstain	Absent	
x Approved	Mrs. Nagel		x				
	Mr. Tenney		x				
	Mrs. Sanders	Seconded	x				
	Mr. Kavash		x				
	Ms. Mengel	Initiator	x				

Engineers Report:

Mr. Brad Fisher of Carroll Engineering gave a report to the Board on the results of the I & I study that was done. Mr. Fisher explained the results of the monitoring data. He pointed out that the areas where we had already completed the sewer main rehab project have been a success and he noted on the maps where the main I & I issues are concentrated. He recommends continuing with the main rehab project in the Basin A area and starting the door to door investigations in Basin D area.

Mr. Heydt presented Payment Application #4 for the Contract #530-01-10 Becker & Kneedler Rds. This is the final payment of the project for the return of the retainage in the amount \$4,985.84 to Couzins Inc

Vote Record							
			Yes/Aye	No/Nay	Abstain	Absent	
x Approved	Mrs. Nagel		x				
	Mr. Tenney	Seconded	x				
	Mrs. Sanders		x				
	Mr. Kavash	Initiated	x				
	Ms. Mengel		x				

Operations Directors Report:

Mr. Berry presented to the Board for approval the Certificate of Completion and Deed of Dedication for the Peace tract Project E-0791.

Vote Record							
			Yes/Aye	No/Nay	Abstain	Absent	
x Approved	Mrs. Nagel		x				
	Mr. Tenney	Initiated	x				
	Mrs. Sanders		x				
	Mr. Kavash		x				
	Ms. Mengel	Seconded	x				

Mr. Berry also mentioned that the PMAA fall meeting will be held on November 18th

Finance Directors Report:

Bills & Requisitions Approval:

Mrs. Lezoche distributed to the Board the monthly bank reconciliation and stated that in the future these will be emailed to the Board for review due to the size of the document Mrs. Lezoche also distributed a proposed budget for review by the Board. She also there was nothing out of the ordinary in the bills, reviewed the listings, and recommended and requested approval to pay all bills and process all requisitions, as presented.

- a) **Approval of Bills & Requisitions of 09/08/2010 in the amount of \$ 231,277.68**
- b) **Approval of Bills & Requisitions of 09/15/2010 in the amount of \$ 162,252.13**
- c) **Approval of Bills & Requisitions of 09/23/2010 in the amount of \$ 110,419.18**
- d) **Approval of Bills & Requisitions of 09/29/2010 in the amount of \$ 119,399.30**
- e) **Approval of Bills & Requisitions of 10/06/2010 in the amount of \$ 235,529.34**

Upon a motion by member Mengel, seconded by member Kavash the Bills and Requisitions for groups A-B C-E were unanimously approved

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		x			
	Mr. Tenney		x			
	Mrs. Sanders		x			
	Mr. Kavash	Seconded	x			
	Ms. Mengel	Initiator	x			

Upon a motion by member Mengel, seconded by member Kavash the Bills and Requisitions for group D was approved, with Mrs. Nagel abstaining

Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel				x	
	Mr. Tenney		x			
	Mrs. Sanders		x			
	Mr. Kavash	Seconded	x			
	Ms. Mengel	Initiator	x			

Executive Directors Report:

Mr. Bender reported that both the DEP and the North Wales Borough have reviewed and approved the Act 537 plan update.

Mr. Bender then requested approval to develop with the solicitor and NWWA staff an emergency situation policy. This policy will establish certain criteria that must be met before making emergency purchase of materials, supplies, equipment rental, and or emergency labor, when it is impossible or impractical to contact the Board and or wait until a regular meeting. After discussion the Board agreed to proceed with the development of the policy.

Mr. Bender also would like to organize a special committee to prepare for the decommissioning of the WWTP. After the discussion the Board agrees to make appointment at the next meeting.

Mr. Bender asked for an Executive Session to discuss personnel, real estate and potential litigation. No action would be required.

Other / New Business:

None

Adjournment:

There being no further business before the Board, upon motion of Mr. Tenney, seconded by Mr. Kavash, the meeting was adjourned at 7:25 pm. All present voted in favor.

Carene Makinson-Sanders
Secretary