

North Wales Water Authority Board of Directors

Minutes of 11-09-2011

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 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;

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	Absent
Robert C. Bender	NWWA	Executive Director	Present
Raymond J. Berry	NWWA	Director of Operations	Present
Christine Lezoche	NWWA	Director of Finance	Present
Michael Clarke	Rudolph Clarke Kirk	Authority Solicitor	Present
Kenneth Heydt, P.E.	Carroll Engineering	Authority Engineer	Present

Melissa Fiala from Rudolph Clarke Kirk was also attendance.

Approval of Minutes:

The Board next considered approval of the Minutes of 10/26/2011. Upon a motion of member Tenney, seconded by member Kavash, the minutes were approved.

<input checked="" type="checkbox"/> 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: No members of the public were present.

Bids and Contracts:

Mr. Heydt presented Payment Application #1 for Contract #530-11-23 for West Street Improvements payable to Joao & Bradley Construction Inc. in the amount of \$210,022.48. Upon a motion member Tenney, seconded by member Kavash the payment was approved as follows.

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

Mr. Bender asked for approval for the surplus truck sale via the Municibid website and for staff authorization to execute all documents relating to the transfer of title to the truck. The winning bidder was Robert Barton, in the amount of \$6,200.00. Upon motion of member Kavash, seconded by member Sanders, the bid was accepted as follows.

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

Mr. Berry presented the Certificate of Completion for E-0949 Kidalas Court Subdivision for approval. Upon motion of member Sanders, seconded by member Tenney, the certificate was approved as follows.

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

Resolutions:

None were presented or approved.

Solicitors Report:

Mr. Clarke reported that after the regular meeting on 10/26/2011 had adjourned the Board held a brief Executive Session to discuss personnel matters. No formal action was taken.

Mrs. Sanders then presented a motion to approve the 11/03/11 amendment to the employment contract of the Executive Director. Motion seconded by member Kavash and approved by a 4-0 vote.

Mr. Clarke also asked the Board to authorize Chair Nagel to execute all documents for the first amendment to the Bucks County Water and Sewer Water Purchase Agreement upon final legal review. Upon motion of member Kavash, seconded by member Sanders the request was approved.

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

Mr. Clarke presented the final draft of the Warwick Township Water Purchase Agreement for approval, also requesting the Board to authorize Chair Nagel to execute all related documents after they have been finalized. Upon motion of member Kavash, seconded by member Tenney the request was approved.

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

Mr. Clarke next asked the Board to approve the Extension Agreement and Easements for E-0952 Newberry by Gwynedd Holdings LP. Upon a motion by member Tenney, seconded by member Kavash the motion was 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

Engineers Report:

Mr. Heydt had nothing to report for this meeting.

Operations Report:

Mr. Berry had nothing to report for this meeting.

Bills & Requisitions Approval:

Mrs. Lezoche presented the listings of bills, requisitions and refunds for approval. She reviewed the recent test entry on check run of 10/26/2011, and pointed out the payment for the Vacuum Truck. She advised the Board that there were no items out of the ordinary and requested Board approval of the lists, as presented.

- a. Approval of Bills , Requisitions and Refunds of 10/20/11 in the amount of \$225,366.96
- b. Approval of Bills , Requisitions and Refunds of 10/26/11 in the amount of \$48,866.34
- c. Approval of Bills, Requisitions and Refunds of 10/28/11 in the amount of \$204,489.98
- d. Approval of Bills ,Requisitions and Refunds of 11/01/11 in the amount of \$3,829.48

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

<input checked="" type="checkbox"/> Vote Record						
			Yes/Aye	No/Nay	Abstain	Absent
x Approved	Mrs. Nagel		x			
	Mr. Tenney		x			
	Mrs. Sanders	Seconded	x			
	Mr. Kavash	Initiator	x			
	Ms. Mengel		x			

Mrs. Lezoche also reported that the auditors will be here beginning on the 30th for the annual audit.

Executive Directors Report:

Mr. Bender reminded the Board that the next regular meeting would be December 7th, due to the Thanksgiving Holiday. He also thanked the Board for their continued support in the renewal of his employment agreement. He noted that the Authority accomplishments over the past year were a team effort involving all staff members and professionals. Mr. Kavash stated for the record that Mr. Bender was doing a great job at the Authority.

Adjournment:

There being no further business before the Board, upon motion by member Kavash, seconded by member Sanders, the meeting was adjourned at 5:30 pm.

All present voted in favor.


Secretary