

**North Wales Water Authority
Board of Directors Virtual Meeting
Minutes of November 18, 2020**

Call to order:

A regular business meeting of the NWWA Board of Directors was held beginning at 5:00 p.m. on October 21, 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 advertised video and/or telephonic connection, through <https://meeting.windstream.com/j/111-447-7653> one tap mobile +16467415292, 1111447653# US (New York), +16467415293, 1111447653# US (New York)

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	Present
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

Mr. Clarke reported that an Executive Session to discuss a personnel matter took place after the regular meeting of 10/21/2020 and that no formal action was taken.

Approval of Minutes:

The Board next considered approval of the Minutes of the 10/21/2020 meeting. Upon motion of member Tenney, seconded by member Mengel, the minutes were approved.

Vote Record

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

Public Comment: Mayor D'Angelo joined the meeting at 5:16 by phone

Resolutions: None this Meeting

Bids and Contracts: None This Meeting

Solicitors Report:

Solicitor Clarke presented a Motion to Approve the Extension Agreement and the Deed of Dedication for Public Easements for, Crystal Road Enterprises LLC (Fire Fox Phase 4).

Upon a motion of member Tenney, seconded by member Mengel, the agreements were approved.

Vote Record

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

Member Tenney made a motion, seconded by member Mengel, to amend the employment contract of Executive Director Robert C Bender, in accordance with the terms of a performance review letter dated November 18, 2020 and signed by the Board Chair.

Vote Record

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

Solicitor Merlie discussed a proposed Joint Defense Agreement with Plumstead Township pertaining to the Doylestown Township Authority litigation. This agreement will allow the Authority and Plumstead to coordinate defense efforts and legal strategy.

Upon a motion by member Tenney, seconded by member Mengel, the Board agreed to allow the solicitor to enter into the agreement.

Vote Record

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

Engineers Report:

Mr. Bodley had nothing to report this meeting

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 noted that we have joined with the Pennsylvania Rural Water Association (PRWA) to map the well head protection zones for our satellite systems in Bucks County, as part of a grant that the PRWA was given.

Finance Report:

Upon presentation, review, and recommendation of the Executive Director and Finance Director, the Board voted to approve the 2021 Budget, as presented. It was noted that the budget is balanced, meets all debt service requirements, funds and calls for NO INCREASE in either Water or Sewer rates in 2021.

Upon motion of member Tenney, Seconded by member Mengel, the budget was approved as follows:

Roll Call Vote Record

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

Bills & Requisitions Approval:

Mrs. Lezoche noted that there were no payments or financial 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: 10/26/2020
- b. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 10/30/2020
- c. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 11/06/2020
- d. Ratification of Bills, Refunds, Transfers and Requisitions List dated: 11/13/2020

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

Roll Call Vote Record

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

Executive Directors Report:

Mr. Bender gave an update on various projects that are in process, reporting that:

- The Park Avenue / Ferry Road Transmission Line design is complete, and that the permitting process has commenced.
- Foundation work has begun on the Montgomery 3 water storage tank
- That we have received tentative approval for a MIRIA Grant award that will fund several NWWA projects, including up to 32% of the cost of construction of the Montgomery 3 water storage tank.
- Warrington Township system water main replacement program for Upper & Lower Barness Roads is scheduled for completion in 2021 and is consistent with our system purchase agreement.
- Mr. Bender thanked the Board for their approval of his continued employment agreement.

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