

**North Wales Water Authority
Board of Directors Meeting**

Minutes of 12/20/2023

Call to order:

A regular business meeting of the NWWA Board of Directors was held at the NWWA business office on December 20, 2023, beginning at 5:00 p.m., and called to order by Board 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.

Attendee Name	Organization	Title	Status
Joan H. Nagel Esq	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
Joseph E. Murphy	NWWA	Director of Ops.	Present
Christine Lezoche	NWWA	Director of Finance	Present
Barbara Merlie Esq.	Rudolph Clarke, LLC	Authority Solicitor	Present
Michael P. Clarke, Esq	Rudolph Clarke, LLC	Authority Solicitor	Absent
Lane Bodley, P.E.	Carroll Engineering	Authority Engineer	Present
Allen Mason, P.E.	Carroll Engineering	Authority Engineer	Present
Nicole Feight, Esq.	Rudolph Clarke, LLC	Authority Solicitor	Present

Becca Suskin was present for ASL services for Mr. McDevitt

Approval of Minutes:

The Board next considered approval of the Minutes of 11/15/2023. Upon a motion of member Neiderhiser, seconded by member Mengel, the minutes were approved as presented.

Vote Record

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

Public Comment: None were present.

Resolutions: None this meeting

Bids and Contracts: Mr. Murphy presented and recommended the following for award:

Bid 530-23-01 Traffic Control Services to bidder Construction Masters Service for a period of 3 years. Upon a motion of member Tenney, seconded by member Mengel, the bid for Traffic Control Services was approved as presented.

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

Ms. Merlie noted that the Bid 570-23-02 for Lawn Maintenance Services will need to be re-Bid to a PennBid bidding system issue.

Mr. Bender reported that Bid 570-23-03 for office Janitorial Services did not receive any bidders and will be rebid as required by law. He noted that if there are no responses during the next round, we will notify the Board and Solicitors office, seeking quotes for a negotiated service contract, for Board for approval.

Solicitors Report:

Ms. Merlie presented the following Contracts for Professional Services for Approval: NWWA Project E1080 Hallmark Homes 84 Schoolhouse LLC for Schoolhouse Estates. Upon a motion of member Mengel, seconded by member McDevitt, the motion was approved as presented.

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

NWWA Project E1097 Toll Mid Atlantic LP/ Birch Run at New Britain Townhomes
Upon a motion of member Neiderhiser, seconded by member McDevitt, the motions were approved as presented.

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

Engineers Report:

Payment Application #7 for Bid Contract 530-20-11 – Park Ave/Ferry Rd Pipeline Project was presented for approval, authorizing payment in the amount of \$524,409.11 for work completed to date on the project, payable to Joao & Bradley Construction Inc. Mr. Bender noted that this project is almost complete and that we have sent over a progress billing to NPWA for their payment.

Upon a motion of member Tenney, seconded by member McDevitt, the payment was approved as presented.

☑ Vote Record

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

Payment Application #11 for Bid Contract 521-19-01B - Montgomery Tank 3 Project was presented for approval, authorizing payment in the amount of \$59,654.52 for work completed to date on the project, being payable to MJF Electrical Contracting.

Upon a motion of member McDevitt, seconded by member Mengel, the payment was approved as presented.

☑ Vote Record

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

Payment Application #33 for Bid Contract 521-19-01A - Montgomery Tank 3 Project was presented for approval, authorizing payment in the amount of \$144,723.74 for work completed to date on the project, being payable to CBI Storage Tanks Solutions Inc.

Upon a motion of member McDevitt, seconded by member Tenney, the payment was approved as presented.

☑ Vote Record

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

Operations Report:

Mr. Murphy reviewed the October 2023 operations report. He noted the following:

- The Park Ave Ferry Rd project water main installation has been completed and they are waiting for the meter pit delivery in about 60 days .
- The Montgomery 3 Tank has been given the operational permit from PA DEP and we can expect the tank to go into operation within the next couple of weeks.

Mr. Murphy presented the following Payment Applications for the 1553 Easton Rd Project for approval:

Payment Application #5 - Walter Brucker 573-22-01 General-Construction	\$312,124.50
Payment application #6 - Walter Brucker 573-22-01 General-Construction	\$222,984.80
Payment Application #2 - Integrity Mechanical Inc 573-22-01-Mechanical	\$42,322.50
Payment Application #1 - A N Lynch Co Inc 573-22-01-Electrical	\$24,525.00
Payment Application #2 - Hirschberg Mechanical 573-22-01-Plumbing	\$39,600.00

Upon a motion by member Tenney, seconded by member Mengel, all payments were approved.

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

Final Payment Application #7 for Bid Contract 530-21-13 to Passerini & Sons for the PFAS/PFOA Water Services Project in the amount \$14,980.74. It was noted that this project is partially funded by a grant. Upon a motion by member Mengel, seconded by member McDevitt, the payments were approved.

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

Bills & Requisitions Approval:

Ms. Lezoche that there were no payments or activities out of the ordinary on the bill listings, recommending and requesting approval to process all invoices, refunds, transfers, and to requisition funds, as presented.

- a. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 11/30/2023**
- b. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 12/01/2023**
- c. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 12/07/2023**
- d. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 12/15/2023**

Upon a motion by member Tenney, seconded by member McDevitt, the payments were approved.

☑ Roll Call Vote Record							
x	Approved			Yes/Aye	No/Nay	Abstain	Absent
	Tabled	Ms. Nagel		x			
	Failed	Mr. Tenney	Initiator	x			
		Ms. Mengel		x			
		Ms. Neiderhiser		x			
		Mr. McDevitt	Seconded	x			

Executive Directors Report:

Mr. Bender presented the proposed 2024 Board meeting schedule for review and approval . The schedule was modified in a few instances, and then approved for advertisement. The September meeting will be moved to the 11th and the June meeting will be moved to the 12th.

Mr. Bender discussed the PA Homeowner Assistance Fund program and asked for approval to execute and apply to enroll in the program. He noted the benefits of the program for our customers that are having trouble meeting their water and sewer billing obligations.

Upon a motion by member Tenney, seconded by member Mengel, the request to participate in the program was approved.

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

Mr. Bender noted that we will have several employee retirements soon, listing Paul Gable, Rick Schatz, Ray Bolton, and Nancy Wright, also noting their combined service of over 145 years.

Mr. Bender reported that the Authority has been approved for the following new grants:

- ARPA Grants approved on 12/19/23, in the amount of \$1,695,808 for 5 projects.
- MIRIA Grant approved on 12/15/23, in the amount of 4,410.746.17 for various projects

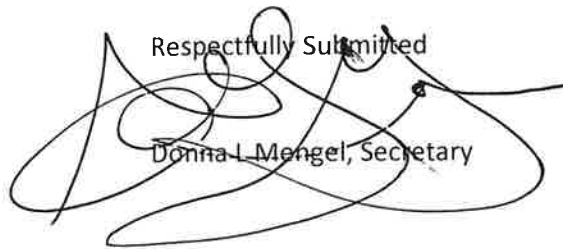
Mr. Bender then noted that this would be the last NWWA meeting for Barbara Merlie, Authority Solicitor who is retiring from practicing law at the end of this year.

Mr. Bender and the entire Board praised and thanked Ms. Merlie for her years of efficient and dedicated service to the Authority, assuring her that she will be sorely missed.

Adjournment:

There being no further business to be brought before the Board; upon motion by member Mengel, seconded by member McDevitt, the business meeting was adjourned at 5:35 p.m.

All members present voted in favor.

Respectfully Submitted

 Donna L. Mengel, Secretary