

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

**Minutes of 10/16/2024**

**Call to order:**

A regular business meeting of the NWWA Board of Directors was held at the NWWA business office on October 16, 2024, beginning at 5:00 p.m., and called to order by Board Chair Nagel.

**Pledge of Allegiance:**

Chair 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 Neiderhiser	NWWA	Asst./Sec Treasurer	Present
Robert C. Bender	NWWA	Executive Director	Present
Joseph E Murphy	NWWA	Director of Operations	Present
Christine Lezoche	NWWA	Director of Finance	Present
Nicole Feight Esq.	Rudolph Clarke	Authority Solicitor	Present
Michael P Clarke 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 to provide ASL services for Mr. McDevitt.

**Approval of Minutes:**

The Board next considered approval of the Minutes of 09/11/2024 Regular Meeting. Upon a motion of member Mengel, seconded by member Tenney, the minutes were approved as presented.

<b><u>Vote Record</u></b>						
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
x	Approved					
	Tabled	Ms. Nagel	x			
	Failed	Mr. Tenney	Seconded	x		
		Ms. Mengel	Initiated	x		
		Ms. Neiderhiser		x		
		Mr. McDevitt		x		

**Public Comment:**

Ms. Linda Kennedy of 103 Palace Court, Chalfont, PA. (New Britain Township) was present to discuss a suspected water service leak at an adjacent townhome, causing water to leak into her basement and a recurrent activation of her sump pump, causing water accumulation upon the rear year HOA controlled open space. Mr. Bender acknowledged receipt of her letter of October 10<sup>th</sup>, advising that the Board had received a copy, as well as copies of the letters he sent to her and the neighbor, requesting immediate

action by the neighboring homeowner to remedy the situation. Mr. Bender then advised all present that the suspected leak appears to be located UNDER the concrete slab in the neighboring townhome, and that the service line (leaking or not) is privately owned and all maintenance and repair is the responsibility of the private property owner. He further stated that even if the service line was leaking outside of the home and in HOA open space, it would still be the responsibility of the property owner to repair.

Lastly, Mr. Bender reported that NWWA staff have been out to the site in an attempt to help locate the problem - as a courtesy and extra customer service and advised Ms. Kennedy that although we could not legally assume responsibility for the leak, we would continue to assist as best possible.

No official Board action was requested or taken on this matter.

**Resolutions:**

Resolution 2024-04 Bond Reimbursement for projects. This needs to be done before we can move forward with another bond issue. Upon a motion of member Tenney, seconded by member Neiderhiser, the Resolution was approved as presented

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

Resolution 2024-05 Amending the Rules & Regulation Appendix A to reflect the approved Budget changes Upon a motion of member McDevitt, seconded by member Mengel, the resolution was approved as presented.

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

**Bids and Contracts:**

Award Bid Contract 520-24-05 for Well Pump Maintenance and services to apparent lowest responsible bidder A C Schultes for a 3-year term. Upon a motion of member Tenney, seconded by member Mengel, the bid was awarded as presented.

<input checked="" type="checkbox"/> <b>Vote Record</b>						
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			

**Solicitors' Report:**

Mr. Clarke reported that he did not have any action items at this meeting, but did request an Executive Session after the regular meeting to discuss personnel, during which no Board action would be required.

**Engineer's Report:**

Mr. Bodley presented the following for approval:

Payment Application #1 for Bid Contract 530-21-10 Sumneytown Pike Project in the amount \$443,425.45 to Pact One LLC. Upon a motion of member Tenney, seconded by member Mengel, the payment was approved as presented.

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

Payment Application #36 Bid Contract 521-19-01A Montgomery Tank 3 Project, for CBI Storage Tank Solutions Inc. in the amount \$428,011.94. Upon a motion of member Tenney, seconded by member McDevitt, the change order approved as presented.

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

Proposal for all work relating to Sumneytown Pike Water Main Relocation at Wissahickon Creek due to a bridge reconstruction project in Upper Gwynedd Twp. Upon a motion of member Neiderhiser, seconded by member McDevitt, the proposal was approved as presented.

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

**Operations Report:**

Mr. Murphy reviewed the monthly operations report noting the peak flow was 17.5 mgd. He reported that there were no main breaks in September and gave an update on the following projects:

- Commerce Drive water main project in Upper Dublin Twp has been completed.
- Tank divers have completed inspections on the Clearwell and Ft. Washington tanks.
- Welsh Rd - North Wales System tanks project preconstruction meeting with the contractor will be completed before they start work, also noting that we are still waiting for some preconstruction documentation, before work can commence.
- Sumneytown Pike water main replacement project is almost complete

Approve the Certificate of Completion for the following projects:

E-1047 Newbury Mews in Upper Gwynedd Township

Upon a motion by member McDevitt, seconded by member Tenney, the certificate was approved

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

E-1087 Moyer Blvd Project in Upper Gwynedd Township

Upon a motion by member Mengel, seconded by member McDevitt, the certificate was approved

<b>☐ Vote Record</b>						
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		

Motion to Authorize the advertisement and sale of surplus vehicles on Municibid and allow staff to process all documents relating to sales. Upon a motion of member Tenney, seconded by member Mengel, the Board authorized the sale as presented. The listing of vehicles and minimum bid prices (Reserve) is available as public record.

<b>☐ Vote Record</b>						
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		

**Bills & Requisitions Approval:**

Mrs. Lezoche noted that the proposed budget was distributed late next week and then reported that there were no payments or fiscal activities out of the ordinary on the bill listings, recommending and requesting approval to pay and process all invoices, refunds, transfers, ACH payments and to requisition funds, as presented.

- a. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated:09/13/2024**
- b. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 09/19/2024**
- c. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 09/26/2024**
- d. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 10/03/2024**
- e. **Ratification and processing of Bills, Refunds, Transfers and Requisitions List dated: 10/10/2024**

Payment of the bills was then approved by the Board in accordance with the following roll call vote.

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

**Executive Directors Report:**

Mr. Bender noted that he would be attending his first meeting at the Delaware River Basin Commission subcommittee, on November 14, 2024, representing the Authority.

He next updated the Board on the required notifications that we need to send to about 17,000 customers related to the PaDEP Lead & Copper service line program and mandate. We will be notifying customers by postcard and email, including information about the program and where they can locate additional information, including the NWWA website.

Mr. Bender noted that at the next meeting in November, he will present five Resolutions authorizing Grant Application for the following projects:

- Construction Vehicles – up to \$100,000.00
- Security Updates at Main Office complex and Montgomery Ave warehouse – up to \$67,000.00
- Ft Washington Tanks repairs and painting – up to \$1,000,000.00
- Maryland Drive tank repairs and painting – up to \$794,000.00
- Installation of fixed base Meter Reading System – amount TBD (estimated as up to \$1,000,000.00)

Mr. Bender then updated the Board on the proposed 2025 budget and rate increases, noting that the average residential customer receiving both water and sewer services from NWWA would pay about 40-50 cents more per day, noting the 1.5 million dollar increase in electrical expense, and other significant operating expense increases.

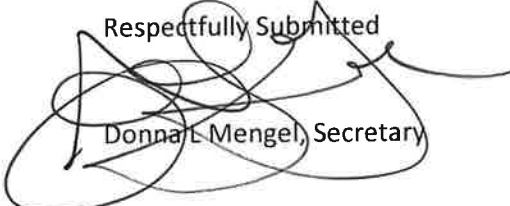
Upon a motion of member Neiderhiser, seconded by member Mengel, the proposed budget was approved as presented.

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

**Adjournment:**

There being no further business to be brought before the Board; upon motion by member Neiderhiser, seconded by member McDevitt, the business meeting was adjourned at 5:40 p.m., at which time the Board went into Executive Session as requested by the Solicitor.

All members present voted in favor.

Respectfully Submitted  
  
 Donna L. Mengel, Secretary