

**WARMINSTER MUNICIPAL AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
April 11, 2022**

A meeting of the Warminster Municipal Authority Board of Directors was held on Monday, April 11, 2022, at the Warminster Authority Building, Warminster, Pennsylvania. The meeting was called to order at 5:30 p.m. by Chairman Feinberg with a Pledge of Allegiance. A quorum was established.

BOARD MEMBERS PRESENT: Frank Feinberg, Chairman
Bill Rinier, Vice Chairman
Ken Hayes, Secretary
Beryl Drexler, Treasurer
Walter Krzyzanowski, Asst. Secretary/Treasurer

STAFF PRESENT: Timothy D. Hagey, General Manager
Robert H. Nemeroff, Esq.
Joseph J. Nolan, P.E., CKS Engineers, Inc.
Vanessa Nedrick, P.E., Remington & Vernick
Laura Hucklebridge, Finance Director
Barbara A. Zielinski, Staff

VISITORS: None.

CORRESPONDENCE: None.

APPROVAL OF MEETING MINUTES – March 14, 2022:

A motion was made by Mr. Krzyzanowski to approve the meeting minutes of March 14, 2022; seconded by Ms. Drexler and carried by a vote of 5-0.

APPROVAL OF BILL LIST – April 11, 2022:

After review, a motion was made by Mr. Hayes to approve list of bills for April 11, 2022, in the amount of \$1,206,519.80, which includes the interim bill list paid on March 29, 2022, in the amount of \$126,278.10; seconded by Mr. Rinier and carried by a vote of 5-0.

FINANCIALS:

Mrs. Hucklebridge presented for review for period ending March 31, 2021, the statement of bank balances, revenue and expenses; income statement budget vs. actual; grant funding income statement - government grants; grant funding income statement - other grants; historic revenue graph; expense by department graph; and expenses by type graph.

OLD BUSINESS:

MIRIA Grant – Mr. Hagey reported that we are currently connecting homeowners with private wells to the public water system. Our next step is to close out the private wells.

Walter Road Water Main Extension, Contract No. 21-9 – KBC Construction LLC, \$183,182.80. Construction started March 3, 2022. Mr. Hagey reported the project is complete. Paving to begin late April or early May.

Active Construction Projects – Mr. Hagey reported 606 York Road, Nifty Fifties, is complete. Water and sewer construction for the project at 900 York Road started April 9, 2022.

ITEM 7 – NEW BUSINESS

900 York Road, LLC – Mr. Hagey presented the Water Supply and Sewage Disposal Agreement for approval. The project consists of seven single-family homes. The water capacity fee of \$30,954 and sewer capacity fee of \$34,139, totaling \$65,093, were paid on March 23, 2022.

A motion was made by Mr. Hayes to approve the Water Supply and Sewage Disposal Agreement for 900 York Road LLC; seconded by Mr. Krzyzanowski and carried by a vote of 5-0.

ANG Cooperative Agreement, Modification No. P22001 – Mr. Hagey presented this modification which extends the operation of the treatment system and adds additional funding through September 30, 2023.

A motion was made by Mr. Hayes to approve Modification No. P22001 to the ANG Cooperative Agreement as presented; seconded by Mr. Feinberg and carried by a vote of 5-0.

Water Main Replacement, Contract No. 22-1 – Mr. Hagey reported a total of 6 bids were received on March 23, 2022, for the purpose of replacing existing water mains within portions of the following streets: Jamison, 10th, Olive, Ivy, Fir, Allen, Florence, and Ann. It is recommended to award the contract to the lowest responsible bidder, Mecco Constructors Inc., of Bensalem, PA, in the amount of \$1,961,988. In addition to the base bid, the Alternate/Add-On item Barbara Lane, would increase the bid amount to \$2,172,645.

A motion was made by Mr. Krzyzanowski to award Contract No. 22-1 to the lowest responsible bidder, Mecco Constructors Inc., of Bensalem, PA, in the amount of \$1,961,988, and in addition to the base bid, the Alternate/Add-On item Barbara Lane which increases the bid amount to \$2,172,645; seconded by Mr. Hayes and carried by a vote of 5-0.

Water Main Extension Walter Road, Change Order No. 1 – Mr. Hagey presented for approval the requested increase of \$10,520, representing the furnishing and installing of materials required to install a tee and valves instead of a wet tap connection at Street Road.

A motion was made by Mr. Krzyzanowski to approve Change Order No. 1 as presented; seconded by Mr. Feinberg and carried by a vote of 5-0.

Proposed Legislation -- The Water Quality Accountability Act, Senate Bill No. 597, was discussed.

Employee Highlight: Laura Hucklebridge, CPA, Finance Director and Office Manager. Mr. Hagey highlighted the duties and accomplishments of Mrs. Hucklebridge, stating that she is an enthusiastic problem solver with the ability to assess diverse situational challenges. Some of her accomplishments have been developing an action plan for our meter change-out program while implementing a new billing software program, managing our website, and implementing stormwater billing as well as upgrading our customer portal.

Invoice Cloud - Mrs. Hucklebridge gave a demonstration on the new enhancements to our customer billing portal.

COMMENTS:

Mr. Hagey reported our new stormwater operators are working out well. Mr. Hagey also reported we are working on resolving the issues with Wind River.

Mr. George reported that the first week in May is Drinking Water Week and we will begin our Annual Paint a Fire Hydrant contest.

Mr. Nemeroff will have an update to the AFFF litigation at the May meeting.

Mr. Nolan gave a summary of current engineering projects, including Wells 2, 10, & 13, the Kirk Road Sewer Extension, Walter Road Water Main and Paving Contract, Chapter 94 Report, the 2022 Water Main Contract, and the NPDES renewal for the NAWC Plant.

Ms. Nedrick gave a summary of current stormwater engineering projects. Also, regarding Hurricane Ida, drainage analyses for seven locations were submitted to FEMA and PEMA and all seven should get funds to upsize and bring them up to code. Weekly meetings will continue.

6:55 p.m. – the Board Members recessed to an executive session to discuss a personnel item.

7:03 p.m. – public meeting resumed.

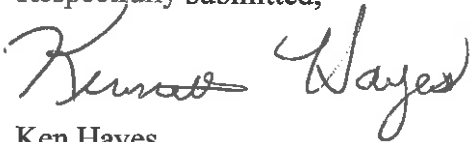
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A motion was made by Mr. Feinberg to approve the General Manager's performance evaluation with a \$25,000 bonus; seconded by Ms. Drexler and carried by a vote of 5-0.

There being no further business to come before the Board, a motion to adjourn was made by Mr. Hayes.

7:05 p.m. - Meeting adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Ken Hayes". The signature is written in a cursive style with a large, stylized "K" and "H".

Ken Hayes
Secretary