

**MINUTES OF THE REGULAR MEETING  
APRIL 25, 2016  
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular April 25, 2016 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:05 p.m. by Chairman Paul Stavrides. The following Board members were present: Secretary John Sklencar and Secretary/Treasurer, Edward Thompson. Vice Chairman Richard Carlin and Member Stan Rockovich were excused from attendance.

Also present at the invitation of the Board were the following:

Michael Sullivan, Executive Director  
Edward Rudolph, Rudolph Clarke LLC  
Frederick Ebert, P.E., Ebert Engineering

**MINUTES**

The minutes from the February 22, 2016 and March 28, 2016 meeting were tabled due to lack of a quorum for members that attended those meetings.

**PUBLIC COMMENT**

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor - None

**FINANCIAL REPORT**

Mr. Sullivan briefly reviewed the financial report with the Board.

**TREASURER'S REPORT**

**Requisitions**

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 87 a transfer of \$5,478.15 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 88, a transfer of \$225,508.15 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 04/16-A in the amount of \$178,386.30 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #55 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$1,316.34 was approved 3-0.

## **Releases**

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$1,221.81 were approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Escrow releases and professional service invoices (pending) in the amount of \$1,888.43 were approved 3-0.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Rudolph referred the Board to the Solicitor's written report and provided a brief update related to litigation matters.

Stout Drive Tapping Fee Resolution – On motion by Mr. Sklencar, seconded by Mr. Thompson, Resolution No. 2016-03 of the Warwick Township Water and Sewer Authority adding a special purpose part tapping fee for Stout Road by amending its fee schedule was approved by a 3-0 vote. A copy of the Resolution is attached to these minutes.

### **Developments**

The Authority Solicitor referred the Board to the written report.

## **ENGINEER'S REPORT**

### **Authority Projects**

The Authority's engineer generally reviewed the projects within the written engineering report.

## **AUTHORITY REPORT**

### **Operations – Executive Director**

Operations Report – Water/Sewer – Mr. Sullivan referred the Board to the written operations reports.

### **Administrative – Executive Director**

Electric/Sludge Hauling Invoices – The Board generally reviewed two of the largest operating expenses.

### **Developments – Executive Director**

Various Correspondence – Mr. Sullivan referred the Board to the attached various correspondence.

**CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Thompson, and with a 3-0 aye vote, adjourned at 7:15 p.m.

Respectfully submitted,

BY:

  
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Warwick Township Water and Sewer Authority