

MINUTES OF THE REGULAR MEETING
August 22, 2016
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular August 22, 2016 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:00 p.m. by Chairman Paul Stavrides. The following Board members were present: Vice Chairman Richard Carlin, Secretary John Sklencar, and Member Stan Rockovich. Secretary/Treasurer, Edward Thompson arrived at 7:45 p.m.

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

Upon motion of Mr. Sklencar, seconded by Mr. Rockovich, the Board approved the minutes of the June 27, 2016 board meeting by a vote of 4-0.

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. Carlin, seconded by Mr. Sklencar, Requisition No. 95 a transfer of \$2,281.10 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Requisition No. 96, a transfer of \$310,365.44 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Bill Payment List 08/16-A in the amount of \$260,046.54 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Bond Construction Fund Requisition #63 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$1,736.95 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Bond Construction Fund Requisition #64 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$ was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Sklencar, Professional Services Releases (TD Bank) in the total amount of \$17,017.73 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Escrow releases and professional service invoices (pending) in the amount of \$1,350.50 were approved 4-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to the Solicitor's written report.

Developments

The Authority Solicitor referred the Board to the written report.

WTWSA v. Warwick Realty Co. LP

Country Crossing Lift Station – The Lift Station has been completed by Toll Brothers, and inspected by WTWSA. The executed Bill of Sale will be presented to the Board at the September meeting.

Glenwood Estates Development Agreement – On motion of Mr. Sklencar, seconded by Mr. Rockovich, move that the Warwick Township Water & Sewer Authority ("Authority") Board, by its authorized officers, execute the Development Agreement ("Agreement") between the Authority and Shihadeh Contracting, LLC ("Developer"), concerning Bucks County Tax Map Parcel Nos. 51-001-010-001; 51-001-010-005; 51-001-010-006; and, 51-001-010-010, wherein Developer proposes to complete the development of four (4) residential lots one of which (Lot 1) contains an existing and occupied residential dwelling unit; and, intends to complete the remaining work to the sanitary sewer and water systems which were previously installed by Heritage-Glenwood Estates, L.P. at the Glenwood Estates Development pursuant to the Development Agreement approved by the Board by Motion on October 23, 2006, subject to receipt by the Authority of an acceptable duly executed Agreement; all payments required of the Developer under the terms of the Agreement; and, all other items deemed necessary by the Executive Director, by a vote of 4-0.

Warwick Mill Development Agreement – On motion of Mr. Sklencar, seconded by Mr. Rockovich, move that the Warwick Township Water & Sewer Authority ("Authority") Board, by its authorized officers, execute the Development Agreement ("Agreement") between the Authority and Warwick Mill, LLC ("Developer"), concerning the construction on Bucks County Tax Map Parcel Nos. 51-010-024; 51-010-025; and, 51-010-041 of forty single family homes and to connect all houses to the public water distribution and sanitary sewer systems of the Authority, subject to receipt by the Authority of an acceptable duly executed Agreement; all payments required of the Developer under the terms of the Agreement; and, all other items deemed necessary by the Executive Director, by a vote of 4-0.

ENGINEER'S REPORT

Authority Projects

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

Route 263 Improvements – The water and sewer portion of the project is complete. The engineer is working with PennDOT and the contractor to reconcile the construction credits on the project.

FCSTP Upgrade Update – Mr. Ebert provided a brief status report on the project as well as a brief overview of potential changes orders.

Creek Road Water Extension Update – Mr. Ebert provided a brief status report on the project. The Warwick Township Water and Sewer Authority portion of the specs have been completed and are ready to be bid by CKS Engineering.

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/Bulk Water – The Board generally reviewed one of the largest operating expenses.

1965A Stout Drive Sewer Tapping Fee Application 1 EDU – On motion of Mr. Rockovich, seconded by Mr. Sklencar, the sewer tapping fee application for 1965A Stout Drive was approved by the board by a vote of 5-0.

Professional Service Agreement Lot 17 Warwick Business Campus. – On motion of Mr. Rockovich, seconded by Mr. Sklencar, the Board voted to approve the Professional Service Agreement for Lot 17 by an aye vote of 5-0.

NWWA/WTWSA – Addendum to Water Supply Agreement – On motion of Mr. Sklencar, seconded by Mr. Rockovich, move that the Warwick Township Water & Sewer Authority ("Authority") Board, by its authorized officers, execute the First Addendum to Water Supply Agreement, as approved by the Authority Solicitor, between the Authority and North Wales Water Authority ("NWWA"), concerning the reduction of the minimum gallons per day purchase requirement from NWWA as contained in the Water Supply Agreement dated December 7, 2011, entered into by the Authority and NWWA, by a vote of 4-0.

Harris Bill Service Agreement – On motion of Mr. Sklencar, seconded by Mr. Carlin, the proposal from Harris Computer System for outsourcing the quarterly bill printing was approved in the amount of \$8,800.00 by the board by a vote of 4-0.

Water and Sewer Tapping Fee Application – 1673 Meetinghouse Road 2 EDUs – On motion of Mr. Rockovich, seconded by Mr. Sklencar, the water and sewer tapping fee application for 2 EDUs at 1673 Meetinghouse Road were approved by the board by a vote of 5-0.

Graeme Way Vacant Lot – Mr. Sullivan discussed with the Board the vacant lot located on Graeme Way.

Perfluorinated Compounds – Mr. Sullivan provided an update to the Board regarding the PFC's water testing.

Developments – Executive Director

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

CHAIRMAN'S MINUTE

A. Mr. Sullivan reminded the Board that the September Board Meeting has been changed from Monday, September 26, 2016 to Monday, September 19, 2016.

B. Adjournment – There being no further business, the Board, upon motion of Mr. Rockovich, seconded by Mr. Sklencar, and with a 5-0 aye vote, adjourned at 8:40 p.m.

Respectfully submitted,

BY: Paul Stavrides
Warwick Township Water and Sewer Authority