

**MINUTES OF THE REGULAR
FEBRUARY 23, 2015
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular February 23, 2015 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: Secretary John Sklencar, Secretary/Treasurer Edward Thompson, and Member Stanley Rockovich. Vice Chairman/Treasurer Richard Carlin was excused from attendance.

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

Michael Sullivan, Executive Director
Edward Rudolph, Esq., 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 January 26, 2015 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.

The 2014 Audit review is nearly complete and a meeting will be scheduled with the Authority's Finance Committee to review the information.

Mr. Sullivan discussed some issues with the Fish Creek emergency generator. The existing generator is fifteen (15) years old and needs to be replaced. There are two options; add to the existing contract or handle the replacement as a separate contract. Mr. Sullivan will continue to explore options for replacement of the existing generator.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 57 a transfer of \$16,777.41 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 58, a transfer of \$225,183.61 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 02/15-A in the amount of \$195,561.02 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #36 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$2,464.75 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #37 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$1,433.49 was approved 4-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$3,819.47 were approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Developer Construction Escrow Release Requisition #4 for Kruse Partnership in the amount of \$3,099.80 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$3,243.62 was approved by a vote of 4-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report.

Legal Complaints

The Board entered into an executive session at 7:20 p.m. to discuss matters of litigation. The Board reconvened to the regular meeting at 7:25 p.m. with no action was taken.

Klipper v. Carroll Engineer and WTWSA – Mr. Rudolph is pursuing reimbursement from the insurance company for legal fees related to the litigation.

Developments

The Authority Solicitor referred the Board to his written report.

Pour House – Mr. Sullivan discussed with the Board the structuring of the developer agreement. The Pour House originally purchased two (2) water EDU's. Based on their water use, the Pour House will be purchasing two (2) additional water EDU's and four (4) sewer EDU's. They have requested to pay the Tapping Fees over three (3) years, quarterly payments. There was no objection from the Board.

ENGINEER'S REPORT

Authority Projects

The Authority's Executive Director referred to the Board to the Engineers written engineering report.

Route 263 Improvements – The contractor is continuing to work on the project.

Fish Creek Wastewater Treatment Plant Upgrade – Mr. Ebert received all of the revised plans for the electrical and mechanical upgrade on February 11, 2015 and are proceeding with their review.

2014 Chapter 94 Proposal – The Chapter 94 report will be presented to the Board at the March meeting.

SCADA – The SCADA system is in the final stages. Mr. Ebert is working with the contractor to resolve all pending issues with the SCADA system.

AUTHORITY REPORT

Operations – Executive Director

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

The proposed easement realignment for the John Meyers property was discussed.

Mr. Sullivan discussed the Warwick Skating Rink claim.

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 4-0 aye vote, adjourned at 7:50 p.m.

Respectfully submitted,

BY:


Warwick Township Water and Sewer Authority