

## **MINUTES OF THE REGULAR MEETING FEBRUARY 27, 2017 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular February 27, 2017 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 Stan Rockovich. Vice Chairman Richard Carlin was 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**

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the minutes of the January 26, 2017 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**

There was no financial report at this time.

The 2016 Audit fieldwork has been completed. The Financial Statement will be reviewed with the finance committee prior to the March Authority meeting.

### **TREASURER'S REPORT**

#### **Requisitions**

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 106 a transfer of \$3,284.92 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 107, a transfer of \$328,222.82 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 02/17-A in the amount of \$272,337.90 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #85 for Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$5,946.13 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #86 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$559.23 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #87 for LB Industries Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$315,168.30 was approved 4-0.

### **Releases**

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$611.87 were approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Escrow releases and professional service invoices (pending) in the amount of \$165.00 were approved 4-0.

### **SOLICITOR'S REPORT**

#### **Authority Business**

Mr. Rudolph referred the Board to his written report.

#### **Legal Complaints**

WTWSA v. Warwick Realty Company, LLP – Mr. Rudolph provided an update to the Board.

#### **Developments**

The Authority Solicitor referred the Board to his written report.

### **ENGINEER'S REPORT**

#### **Authority Projects**

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

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

Fish Creek Sewage Treatment Plant Upgrade Change Order #2 – Mr. Ebert provided an update to the Board. The project is expected to be completed by the end of June, 2017.

Creek Road/Navy Water Main Extension Update – Mr. Ebert provided an update of the project. All of the services have been installed.

Act 537 Plan – Mr. Ebert provided an update to the Board.

**AUTHORITY REPORT**

**Operations – Executive Director**

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

Water Data Loggers & Leak Detection Equipment – The Authority purchases eight data logger, leak detection equipment. The Data Loggers can be moved throughout the system to determine where leaks are to reduce water loss.

**Administrative – Executive Director**

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

CORE BTS – The penetration testing portion of the IT Audit is scheduled for March.

**Developments – Executive Director**

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

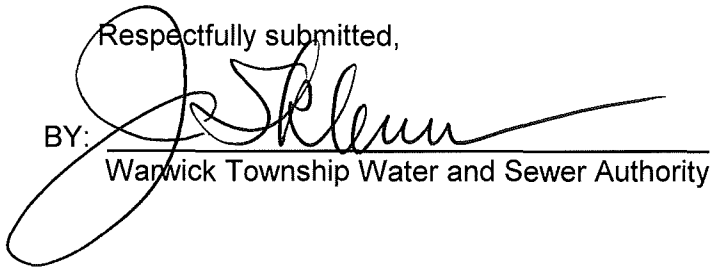
Warwick Mills – Plan Resubmission – Mr. Sullivan provided an update to the Board on the Warwick Mill Plan Resubmission.

**CHAIRMAN’S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Rockovich, and with a 4-0 aye vote, adjourned at 7:55 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority