

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

The regular January 25, 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, 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, Esq., Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering

After the pledge of Allegiance, Mr. Stavrides announced that this is a duly advertised public meeting as published in the December 31, 2015 edition of The Intelligencer.

REORGANIZATION

The Authority Board acknowledged the re-appointment of Chairman Stanley Rockovich by the Warwick Township Board of Supervisors to a five (5) year term on the Authority Board of Directors.

Open for Nominations

Chairman Stavrides turned the election of the officers for the Board of Directors over to the Chairman Pro-Tem, Michael Sullivan. Accordingly, the Chairman Pro-Tem opened the floor for nominations. Mr. Sullivan asked if there were any proposed changes to the current slate of officers.

The Chairman Pro-tem then asked for a motion to close the nominations and for the Chairman Pro-Tem to cast a unanimous ballot for the following slate of officers.

Paul Stavrides – Chairman
Richard Carlin – Vice-Chairman/Treasurer
John Sklencar – Secretary
Edward Thompson – Assistant Secretary/Treasurer
Stanley Rockovich - Member
Michael Sullivan – Assistant Secretary – signature purposes only

Mr. Rockovich moved to close the nominations and for the Chairman Pro-Tem to cast a unanimous ballot, duly seconded by Mr. Thompson and approved by a 4-0 vote.

The remainder of the meeting was turned over to the Chairman Paul Stavrides.

The Chairman opened the floor for discussion regarding the appointment of the Authority's Solicitor. There being none, a motion was made by Mr. Sklencar to appoint the law firm of Rudolph and Clarke using the established rates as submitted by their firm and attached to these minutes. The motion was seconded by Mr. Rockovich and unanimously approved by the Board 4-0.

Chairman Stavrides opened the floor for discussion to appoint the Authority's Engineer. There being none, Mr. Sklencar moved to appoint Ebert Engineering, Inc. as the Authority Engineer to perform engineering services as assigned by the Executive Director using the established rates as submitted by Ebert Engineering, Inc. and attached to these minutes. The motion was seconded by Mr. Rockovich and passed with a unanimous 4-0 vote.

A motion was made by Mr. Sklencar to appoint Brinker Simpson & Company LLC in accordance with the September 30, 2015 proposal as the Authority's Certified Public Accountant firm to conduct the year 2015 annual audit, seconded by Mr. Rockovich and unanimously approved by the Board 4-0.

The following financial institutions were reaffirmed by the Board upon motion of Mr. Sklencar, seconded by Mr. Rockovich, approved 4-0 by the Board.

TD Bank, N.A. – Bond Funds
TD – Checking and Escrow Accounts
Hatboro Federal – Savings Account
PLGIT – Savings Account
PNC – Savings/Checking Accounts
Team Capital Bank – Savings Account

The Chairman asked if there was any further business or comments for the reorganizational meeting. There being none, Mr. Sklencar motioned to adjourn the reorganizational meeting and continue with the regular meeting and agenda of the Warwick Township Water and Sewer Authority. The motion was seconded by Mr. Rockovich, and with a 4-0 aye vote the reorganizational meeting ended at 7:15 p.m., and the Board continued with the Authority's regular monthly meeting.

MINUTES

Upon motion of Mr. Rockovich, seconded by Mr. Sklencar, the Board approved the minutes of the December 21, 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

There was no financial report at this time.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 81 a transfer of \$34,106.97 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 82, a transfer of \$251,607.72 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 01/16-A in the amount of \$233,114.69 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #49 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$110.75 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #50 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$221.50 was approved 4-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$18,644.05 were approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Developer Construction Escrow Release Requisition #2 for Warwick Common Lots in the amount of \$48,747.82 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Developer Construction Escrow Release Requisition #1 for Jamison Pourhouse in the amount of \$39,339.36 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Developer Construction Escrow Release Requisition #2 for Estates at Valley View in the amount of \$31,479.80 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 \$355.02 was approved by a vote of 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 and Mr. Sullivan provided an update to the Board. A second hearing was held. The Authority is waiting on a decision from the court. The verdict is expected in April 2016.

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 construction of the project is nearing completion.

Fish Creek Sewage Treatment Plant Upgrade – The preconstruction meeting was held on January 13, 2016. The contractors are working on contracts with their vendors.

2015 Chapter 94 Proposal – Mr. Ebert presented a proposal for the 2015 Chapter 94 report for the Boards consideration. On motion of Mr. Rockovich, seconded by Mr. Thompson, the 2015 Chapter 94 proposal, as presented, was approved 4-0.

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.

Fish Creek Generator – The replaced generator was removed from the plant by the highest bidder. Payment was received in the amount of \$7,501.00.

Developments – Executive Director

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

Pour House – Connected to the public sewer system.

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 7:40 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority