

**MINUTES OF THE REORGANIZATIONAL AND
REGULAR MEETING JANUARY 26, 2015
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular January 26, 2015 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:00 p.m.

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

Michael Sullivan, Executive Director
Edward Rudolph, Esq., Rudolph Clarke LLC

After the pledge of Allegiance, Mr. Stavrides announced that this is a duly advertised public meeting as published in the January 12, 2015 edition of The Intelligencer.

REORGANIZATION

The Authority Board acknowledged the re-appointment of Chairman John Sklencar 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. Thompson moved to close the nominations and for the Chairman Pro-Tem to cast a unanimous ballot, duly seconded by Mr. Carlin and approved by a 5-0 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. Rockovich 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. Sklencar and unanimously approved by the Board 5-0.

Chairman Stavrides opened the floor for discussion to appoint the Authority's professional staff. There being none, Mr. Rockovich 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. Sklencar and passed with a unanimous 5-0 vote.

A motion was made by Mr. Rockovich to appoint Brinker Simpson & Company LLC in accordance with the October 27, 2014 proposal as the Authority's Certified Public Accountant firm to conduct the year 2014 annual audit, seconded by Mr. Sklencar and unanimously approved by the Board 5-0.

The following financial institutions were reaffirmed by the Board upon motion of Mr. Rockovich, seconded by Mr. Sklencar, approved 5-0 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. Carlin 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 5-0 aye vote the reorganizational meeting ended at 7:10 p.m., and the Board continued with the Authority's regular monthly meeting.

MINUTES

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the minutes of the December 15, 2014 board meeting by a vote of 5-0.

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the minutes of the January 15, 2015 Special Board Meeting by a vote of 5-0.

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. Carlin, seconded by Mr. Sklencar, Requisition No. 56 a transfer of \$33,354.35 from the BRIF Funds to Operating Account was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Requisition No. 55, a transfer of \$220,037.82 from the Revenue Funds to Operating Account was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Requisition No. 54, a transfer of \$107,137.82 from BRIF to Operating Account – Klipper Litigation Settlement – was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Bill Payment List 01/15-A in the amount of \$206,992.17 was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, Bond Construction Fund Requisition #35 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$10,811.49 was approved 5-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Sklencar, Professional Services Releases (TD Bank) in the total amount of \$2,701.38 were approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Sklencar, the closing of account and distribution of funds for the following was approved by a vote of 5-0.

1. Warwick Village Commons in the amount of \$6,531.84.

On motion of Mr. Rockovich, seconded by Mr. Thompson, Professional Services Releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$3,520.82 was approved by a vote of 4-0 with Mr. Carlin recusing himself from the discussion and vote.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report.

Legal Complaints

Klipper v. Carroll Engineer and WTWSA – The Klipper Litigation is at completion. The Precipe to settle should be filed by the end of the week. Upon receiving a stamped, recorded copy, the Authority will request to have the funds held in escrow, as part of the sale of Lot #27, be released by the title company.

In addition, once the recorded Precipe is received, an accounting of the legal fees will be submitted to the insurance company for review and payment.

York Road Car Wash – Waiting for documentation from potential buyer of property.

Warwick Ice Rink – Mr. Rudolph provided an update to the Board related to recent actions on this commercial account. A lien was filed for approximately \$86,400.00 for eight (8) EDU's. In addition, the Authority processed a request for an additional four (4) EDU's based on the Ice Rink usage. Warwick Ice Rink filed an objection to the lien filing. The Authority is in the process of filing an additional lien for the four (4) EDU's. The EDU calculation is based on the water meter use at the Ice Rink.

Developments

The Authority Solicitor referred the Board to his written report.

Pour House - Prepared an initial Developer Agreement Draft and waiting on actual costs of project.

ENGINEER'S REPORT

Authority Projects

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

Route 263 Improvements –The Authority submitted the first request for reimbursement to PennDOT in excess of \$100,000.

2014 Chapter 94 Proposal – Mr. Ebert presented a proposal to prepare the Authority's annual Chapter 94 report as required by March 31, 2015. The Pennsylvania Department of Environmental Protections requires two separate reports for each of the Authority's sewage systems. On motion by Mr. Rockovich, seconded by Mr. Sklencar and a 5-0 vote, the Board approved the proposal by Ebert Engineering, Inc. to prepare the Authority's 2014 Chapter 94 report for a price not to exceed \$9,400.00 unless additional costs are agreed in writing.

AUTHORITY REPORT

Operations – Executive Director

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

Mr. Sullivan reported that the 2014 financial audit has commenced.

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. Carlin, seconded by Mr. Rockovich, and with a 5-0 aye vote, adjourned at 7:22 p.m.

Respectfully submitted,

BY:

Paul Stavridis

Warwick Township Water and Sewer Authority