

MINUTES OF THE REGULAR MEETING
June 23, 2014
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular June 23, 2014 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/Treasurer Richard Carlin, Secretary/Treasurer Edward Thompson and Member Stanley Rockovich. Secretary John Sklencar arrived at 7:15 p.m.

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. Carlin, seconded by Mr. Rockovich, the Board approved the minutes of the May 19, 2014 Board Meeting by a vote of 4-0.

PUBLIC COMMENT

- A. Confirmed Appointments – None
- B. From the Floor – There were no comments from the floor.

FINANCIAL REPORT

Mr. Sullivan referred the Board to the reports contained in the meeting packet.

TREASURER'S REPORT

Requisitions

On motion of Mr. Carlin, seconded by Mr. Thompson, Requisition No. 40 a transfer of \$124,493.56 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Requisition No. 41, a transfer of \$272,282.43 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Bill Payment List 06/14-A in the amount of \$354,435.99 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Bond Construction Fund Requisition #27 for Ebert Engineering in the amount of \$2,563.16 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Bond Construction Fund Requisition #28 for Rudolph & Clarke in the amount of \$570.00 was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$12,148.76 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, other releases (TD Bank) in the amount of \$848.10 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, escrow releases and professional service invoices (pending) in the amount of \$3,287.76 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, transfer of funds for Authority accounts in the amount of \$5,167.50 were approved 4-0.

On motion of Mr. Rockovich, seconded by Mr. Thompson, professional service releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$976.52 was approved by a vote of 3-0 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 – Mr. Rudolph reported that briefs will be submitted to the Commonwealth Court before the June 30, 2014 deadline.

Developments

Warwick Village Commons – Mr. Rudolph reported that he is awaiting comment from the developer regarding the proposed easement across the Goddard School. He is prepared to move forward on the development agreement upon receipt of the construction escrow figures.

The Bridges of Warwick – The Authority solicitor is awaiting approved plans, and construction escrow numbers approved by the Authority engineer to finalize the development agreement for the project.

Warwick Ice Rink – Mr. Rudolph reported that he has been corresponding with representatives from the ice rink with regards to the EDU allocation for the property. The

Authority has informed the property owner that they are required to purchase an additional eight (8) EDU's based on their historical water usage. The Authority is awaiting a response to the solicitor's correspondence to the property owner.

ENGINEER'S REPORT

Authority Projects

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

Mr. Rockovich moved to appoint Tom Zarko of CKS Engineers as the Authority's conflict engineer on an as needed basis. The motion was seconded by Mr. Sklencar and approved by a 5-0 vote. A copy of the rate schedule is attached to these meeting minutes.

Route 263 Improvements – The Authority engineer reported that the contractor has completed the first phase and is completing the required testing on the water lines.

Fish Creek Upgrade – Mr. Ebert noted that the process manufacturer and the special project engineer continue to verify process design calculations and final design parameters for the treatment plant design. His office will review the final design and specifications upon completion.

SCADA Update – Mr. Ebert reported that the SCADA system is completed and the contractor is fine tuning the system. It should be fully on-line in early July.

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.

Developments – Executive Director

Insurance Renewal – Mr. Sullivan presented the insurance renewal comparison for the Board's consideration. The Board generally discussed the cost options submitted by Paist & Noe, Inc. Mr. Sklencar moved to renew the insurance policy with the Authority's current carrier, Glatfelter Public Practice for a policy total of \$49,417.00. The motion was seconded by Mr. Rockovich and carried with a 5-0 vote.

Consumer Confidence Report – The Executive Director referred the Board to the enclosed report and noted that the CCR has been published on the Authority web site and submitted to the PA DEP as required.

Lot #27 – Extension of Sales Agreement – The Executive Director presented a second amendment to the sales agreement that extends environmental contingency until July 24, 2014 and the property settlement on the sale until August 15, 2014. Upon motion by Mr. Rockovich, seconded by Mr. Sklencar, the motion passed with a 5-0 aye vote.

Heritage Creek II – Mr. Sullivan gave a detailed reported regarding the proposed sale of this development. He noted that the Authority's special project engineer, Tom Zarko of CKS Engineers has reviewed the necessary documents and correspondence. Mr. Zarko has determined that the Authority and the Township are free from any future obligations related to the proposed beneficial reuse of the Country Crossing Wastewater Treatment Plant effluent.

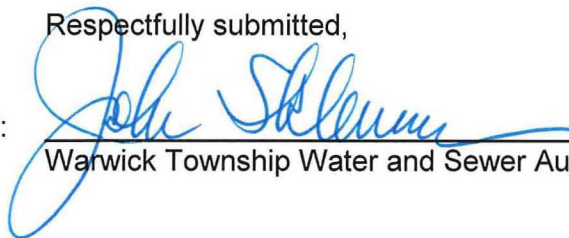
Various Correspondence – Mr. Sullivan referred the Board to the contents of the meeting packet. He updated the Board with regards to potential lease or sale of several Authority wells to Warminster Township Municipal Authority due to a contamination problem in several of their wells. After a lengthy discussion the Board took no action and directed the Executive Director to continue to evaluate all alternatives and report back to the Board.

CHAIRMAN'S MINUTE

Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Thompson, and with a 5-0 aye vote, adjourned at 8:15 p.m.

Respectfully submitted,

BY:


Warwick Township Water and Sewer Authority