

**MINUTES OF THE REGULAR MEETING
MARCH 24, 2014
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular March 24, 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 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. Carlin, seconded by Mr. Thompson, the Board approved the minutes of the January 27, 2014 board meeting by a vote of 3-0-1 with Mr. Rockovich abstaining.

Upon motion of Mr. Carlin, seconded by Mr. Thompson, the Board approved the minutes of the February 24, 2014 board meeting by a vote of 4-0.

PUBLIC COMMENT

- A. Confirmed Appointments – None
- B. From the Floor – None

REVIEW CHEMICAL BIDS

The Authority Executive Director opened the chemical bids and presented the results to the Authority Board members. After a tabulation of the bid results were reviewed the following actions were taken by the Board.

A. Ferric Chloride – Upon motion by Mr. Carlin, seconded by Mr. Rockovich, and a 4-0 vote, the Board awarded Main Pool and Chemical a 1 year contract to supply Ferric Chloride for a price of \$34.00/dry CWT.

B. Ferrous Chloride – Upon motion by Mr. Carlin, seconded by Mr. Rockovich, and a 4-0 vote, the Board awarded Coyne Chemical a 1 year contract to supply Ferrous Chloride for a price of \$16.09/CWT.

FINANCIAL REPORT

Mr. Sullivan reported that the audit of the 2013 financial statements is complete and he will forward the draft report to the finance committee for their review.

TREASURER'S REPORT

Requisitions

On motion of Mr. Carlin, seconded by Mr. Rockovich, Requisition No. 34 a transfer of \$82,047.08 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Requisition No. 35, a transfer of \$202,342.63 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bill Payment List 03/14-A in the amount of \$242,049.71 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bond Construction Fund Requisition #24 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$4,452.62 was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Rockovich, the closing of account and disbursement of funds for the following was approved by a vote of 4-0.

1. Dratax Development Company in the amount of \$3,875.14
2. Wade – 2046 Almshouse Road in the amount of \$2,500.00
3. Wade Subdivision – 2046 Almshouse Road in the amount of \$451.50

On motion of Mr. Thompson, seconded by Mr. Rockovich, professional service releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$1,950.02 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 – The Authority Solicitor referred the Board to his written report.

Developments

Heritage Creek II – Mr. Rudolph reported that staff has met with the developer and directed them to gain Township approval on any plan modifications before finalizing an agreement with the Authority.

Kruse Tool and Die – The Solicitor's office has sent comments to the developer's attorney and is awaiting the return of the executed agreements.

ENGINEER'S REPORT

Authority Projects

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

Route 263 Improvements – Mr. Ebert noted that the contractor has started the Authority's portion of the work and there have been no real issues to report.

Fish Creek Upgrade –The Authority Engineer reported that staff continues to work with the special project engineer and the process manufacturer to finalize the design and process calculation reviews.

SCADA Update – The contractor has submitted a revised construction schedule and they have completed the factory test on the panels. The project is currently on schedule.

North Wales Water Authority Interconnect Update – Mr. Ebert noted that the project is complete and that staff would provide the final construction numbers to North Wales Water Authority as required by the intermunicipal agreement.

Review and Approval of 2013 Chapter 94 Report – The Board generally reviewed the reports as presented by Ebert Engineering, Inc. After a brief discussion, Mr. Rockovich moved to accept the reports as submitted, authorize the Executive Director to execute the reports and authorize the Authority Engineer to submit the reports to the PA DEP. Mr. Carlin seconded the motion which was unanimously approved.

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.

Lot #27 Update – The Board entered into Executive Session at 7:35 p.m. to discuss a real estate transaction. They returned to the regular meeting at 7:45 p.m. There was no action taken.


Developments – Executive Director

Various Correspondence – Mr. Sullivan referred the Board to the contents of the meeting packet.

CHAIRMAN'S MINUTE

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

Respectfully submitted,

BY: 

Warwick Township Water and Sewer Authority