

**MINUTES OF THE REGULAR  
May 18, 2015  
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular May 18, 2015 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, and Member Stan Rockovich. Vice Chairman/Treasurer Richard Carlin and Secretary/Treasurer Edward Thompson were 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**

The minutes from the March 23, 2015 meeting and the minutes from the April 27, 2015 were tabled due to lack of a quorum for members that attended those meetings.

**PUBLIC COMMENT**

- A. Confirmed Appointments – There were no confirmed appointments.

**FINANCIAL REPORT**

Mr. Sullivan held a meeting with Chairman Stavrides, Kevin Gallagher of PC Burbs and Lauri Halderson, WTWSA Finance Director to discuss the IT Audit and the current safeguards of the Authority server and backups. Mr. Sullivan will be getting quotes from firms to perform a Data Processing, Penetration and Security Audit for the Authority.

Mr. Sullivan discussed possible General Ledger and Billing systems with the Board. The Board authorized Mr. Sullivan to proceed with upgrading the current systems.

**REVIEW CHEMICAL BID - SODA ASH**

The Board reviewed the bid tabulation sheets Soda Ash as obtained by the public bid process. The following motion was made. Mr. Sklencar moved to award the Soda Ash bid to Main Pool & Chemical for a price of \$11.87 per 50 lb. bag. Mr. Rockovich seconded the motion which passed with a 3-0 vote.

**TREASURER'S REPORT**

**Requisitions**

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 64 a transfer of \$74,784.51 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 65, a transfer of \$223,788.65 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bill Payment List 05/15-A in the amount of \$250,173.16 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #40 for Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$20,524.80 was approved 3-0 contingent upon submission of final plans and specifications.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #41 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$3,054.80 was approved 3-0.

### **Releases**

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$5,738.56 were approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Warminster Connection Fee Release (TD Bank) in the total amount of \$3,721.00 were approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, the closing of account and disbursement of funds for Robert Weber – 825 Creek Road in the amount of \$1,570.49 was approved by a vote of 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Developer Escrow Release #1 for Warwick Village Commons offsite improvements in the amount of \$38,750.00 was approved by a vote of 3-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Developer Escrow Release #1 for Warwick Village Commons onsite improvements in the amount of \$270,377.75 was approved by a vote of 3-0.

On motion of Mr. Sklencar, second by Mr. Rockovich, Professional Services Releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$8,126.94 (April) was approved by a vote of 3-0.

On motion of Mr. Sklencar, second by Mr. Rockovich, Professional Services Releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$17,462.42 (May) was approved by a vote of 3-0.

### **SOLICITOR'S REPORT**

#### **Authority Business**

Mr. Rudolph referred the Board to his written report.

## **Legal Complaints**

### **Klipper v. Carroll Engineer and WTWSA – Insurance Update**

On Motion by Mr. Sklencar, seconded by Mr. Rockovich, the following resolution was approved by the Board with a 3-0 vote.

**RESOLVED**, that the Warwick Township Water & Sewer Authority (“Authority”) does hereby authorize the settlement of its insurance claim against Philadelphia Insurance Companies, No. PHDF08120366129 upon receipt of payment of the sum of One Hundred Fifty Thousand (\$150,000.00) Dollars as additional and final payment related to insurance-covered legal services incurred by the Authority in its litigation with Klipper Construction Associates, Inc. and Carroll Engineering Corporation, subject nevertheless to the approval of the Authority Solicitor related to documents being satisfactory in form and substance; and

**FURTHER RESOLVED**, that the appropriate Authority officials are empowered and directed to execute all such documents.

### **WTWSA v. Warwick Realty Co., Inc.**

The Board entered into an Executive Session to discuss matters of potential litigation at 7:35 p.m. and reconvened at 7:40 p.m.

## **Developments**

The Authority Solicitor referred the Board to his written report.

## **ENGINEER’S REPORT**

### **Authority Projects**

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

**Route 263 Improvements** – The Water and Sewer portion of the project is on hold for approximately nine months while the lane changes are made to the road. All installed lines have been tested and are currently in use. The developer jackhammered the concrete encasement of a section of the sanitary sewer line while installing the storm sewer. The Authority required the contractor to move and replace the sewer line to gain the proper separation.

**Heritage Creek II** – The Developer is working to finalize the punch list items. The only remaining items are eleven (11) laterals.

**WAWA** – The Developer has completed the installation of the water and sewer lines and is partially through the testing process.

Woods at Warwick – The Developer still needs to construct the Country Crossing Affluent pump station prior to the first settlement.

**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.

Operator's License– Mr. Sullivan noted that one of our employees passed his Wastewater Operator Certification License.

FCWTP Permit Renewal – Received notification from DEP that the Fishcreek Permit renewal is upcoming. The Board directed the Authority Engineer to proceed with the preparation and submission of the permit renewal.

**Developments – Executive Director**

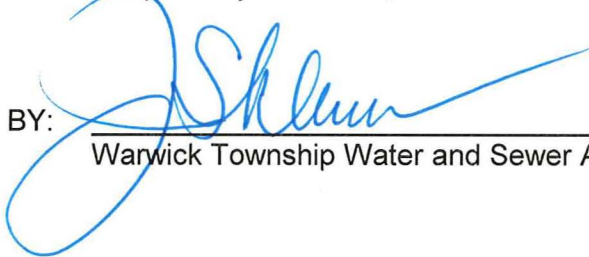
Various Correspondence – Mr. Sullivan referred the Board to the attached various correspondence.

**CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Rockovich, and with a 3-0 vote, adjourned at 8:05 p.m.

Respectfully submitted,

BY:

  
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Warwick Township Water and Sewer Authority