

MINUTES OF THE REGULAR MEETING
May 19, 2014
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular May 19, 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 and Member Stanley Rockovich. Secretary/Treasurer Edward Thompson arrived at 7:20 p.m. Secretary John Sklencar was excused from attendance.

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

Michael Sullivan, Executive Director
Peter Amuso, Esq., Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering

MINUTES

Upon motion of Mr. Thompson, seconded by Mr. Rockovich, the Board approved the minutes of the April 28, 2014 Board Meeting by a vote of 3-0.

PUBLIC COMMENT

A. Confirmed Appointments – None

B. From the Floor – Two residents that are currently flat rate sewer customers asked the board and staff several questions pertaining to the rate structure and the procedures for obtaining a meter to move to a consumption based bill. After a lengthy discussion the board directed the Executive Director to provide the cost for the meter installation as well as the Authority specifications to the residents interested in pursuing this option.

FINANCIAL REPORT

The Executive Director briefly reviewed the Year to Date budget numbers with the Board. He also noted that the approved financial statements have been advertised and distributed as required.

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. Carlin moved to award the Soda Ash bid to Main Pool & Chemical for a price of \$12.09 per 50# bag. Mr. Rockovich seconded the motion which passed with a 3-0 vote.

TREASURER'S REPORT

Requisitions

On motion of Mr. Carlin, seconded by Mr. Thompson, Requisition No. 38 a transfer of \$23,436.86 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Requisition No. 39, a transfer of \$182,135.32 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Bill Payment List 05/14-A in the amount of \$163,232.18 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, Bond Construction Fund Requisition #26 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$387.63 was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$4,687.09 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Thompson, escrow release & professional service invoices (pending) in the amount of \$3,369.31 were approved 4-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, professional service releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$573.65 was approved by a vote of 3-0 with Mr. Carlin recusing himself from the discussion and vote.

SOLICITOR'S REPORT

Authority Business

Mr. Amuso referred the Board to his written report.

Lot #27 Proposed Sale Agreement – It was reported that the sale of the lot is moving forward and staff continues to work with the realtor to finalize the sale.

Legal Complaints

Klipper v. Carroll Engineer and WTWSA – The Board entered into an Executive Session at 7:40 p.m. and reconvened at 8:20 p.m.

Developments

Kruse Tool & Die Development Agreement – Upon motion of Mr. Carlin, seconded by Mr. Rockovich and with a 4-0 vote the following motion was approved by the Board.

I move that the Warwick Township Water & Sewer Authority (“Authority”) Board, by its authorized officers, execute the Development Agreement, as amended subsequent to July 22, 2013 (“Agreement”), among the Authority and J. Kruse Partnership, as Developer, and Karen Smokonich and John Kruse, as owners of record, concerning the construction of a water main within Stout Drive and its right of way and a service line to connect the existing building located at 2040 Stout Drive, tax parcel number 51-013-009-034, subject to all payments required by the Developer under the terms of the Agreement; and, all other items deemed necessary by the Executive Director; and, that the prior approval of the Board of the original development on July 22, 2013, is rescinded.

Warwick Village Commons – Mr. Amuso reported that this office is waiting for easement information and plan approval to finalize the development agreement.

Heritage Creek II – The Authority solicitor noted that this development has been sold to Toll Brothers. The Authority is reviewing the development agreements and the various permits associated with the water and wastewater systems.

ENGINEER’S REPORT

Authority Projects

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

Route 263 Improvements – The contractor is nearing completion of phase one and testing will be performed on the main prior to activation.

Fish Creek Upgrade – Staff continues to work with the special project engineer to complete the design. Ebert Engineering, Inc. has issued a preliminary review letter and will perform additional reviews on the final design. The board generally discussed the project and the bidding process.

SCADA Update – The factory testing has been completed and the system will be functional once several issues are worked out with the Comcast cable installations.

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.

Personnel Discussion – The Board entered into an Executive Session to discuss personnel matters at 8:35 p.m. The Board reconvened to the regular meeting at 8:40 p.m.

Developments – Executive Director

Stony View Subdivision TMP #41-002-023 – Professional Services Agreement

On motion by Mr. Rockovich, seconded by Mr. Carlin the board approved the agreement by a 4-0 vote.

SBG Management Services TMP #51-013-062 – Professional Services Agreement

On motion by Mr. Rockovich, seconded by Mr. Carlin the board approved the agreement by a 4-0 vote.


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. Carlin, seconded by Mr. Rockovich, and with a 4-0 aye vote, adjourned at 8:45 p.m.

Respectfully submitted,

BY:


Warwick Township Water and Sewer Authority