

**MINUTES OF THE REGULAR MEETING MAY 22, 2017  
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular May 22, 2017 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:45 p.m. by Chairman Paul Stavrides. The following Board members were present: Secretary/Treasurer Edward Thompson and Member Stan Rockovich. Vice Chairman Richard Carlin and Secretary John Sklencar were excused from the meeting.

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

Michael Sullivan, Executive Director  
Edward Rudolph, 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 24, 2017 board meeting by a vote of 3-0.

**PUBLIC COMMENT**

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

**REVIEW CHEMICAL BID – SODA ASH DENSE**

The Authority Executive Director 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.

Upon motion by Mr. Rockovich, seconded by Mr. Thompson and by a 3-0 vote, the Board awarded Main Pool & Chemical Company a 1 year contract to supply Soda Ash Dense for a price of \$11.74/50lb bag.

**TREASURER'S REPORT**

**Requisitions**

On motion of Mr. Thompson, seconded by Mr. Rockovich, Requisition No. 112 a transfer of \$20,635.04 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Requisition No. 113 a transfer of \$234,241.59 from the Revenue Funds to Operating Account was approved by a 3-0 vote.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Bill Payment List 05/17-A in the amount of \$202,276.63 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Bond Construction Fund Requisition #96 to Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$6,582.20 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Bond Construction Fund Requisition #97 to Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$3,047.43 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Bond Construction Fund Requisition #98 to Philip Brothers Electrical Contractors, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$52,393.01 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Bond Construction Fund Requisition #99 to LB Industries, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$52,669.25 was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Thompson, Change Order #3 to LB Industries, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$25,441.32 was approved 3-0.

### **Releases**

On motion of Mr. Thompson, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$7,610.87 were approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Developer Construction and Bond Release #1 for Warwick Mills in the amount of \$420,610.00 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, Developer Construction and Bond Release #2 for Bridges at Warwick in the amount of \$17,322.69 was approved 3-0.

### **SOLICITOR'S REPORT**

#### **Authority Business**

Mr. Rudolph referred the Board to his written report.

WTWSA v. Warwick Realty Company, LLP – Mr. Rudolph provided an update to the litigation. The Authority received the second payment of five thousand dollars related to the private well use from Warwick Realty Company.

U.S. Navy – Water Main Extension Project – Mr. Rudolph provided an update to the agreement with the U.S. Navy. The Authority Solicitor requested minor changes to be made to the agreement to protect the Authority. The U.S. Navy provided a written response to the changes. To date the changes have not been made to the agreement.

On motion by Mr. Rockovich and seconded by Mr. Thompson, the Board approved the Resolution authorizing the execution of Cooperative Agreement # N62473-17-2-1001, between the US Navy and the Warwick Township Water and Sewer Authority as presented to the Authority and maybe amended by the Solicitor and approval of the Executive Director, by a 3-0 Vote. The Board Authorized the Executive Director to Executive the Agreement.

### **Developments**

The Authority Solicitor referred the Board to his written report.

### **ENGINEER'S REPORT**

#### **Authority Projects**

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

Route 263 Improvements – Mr. Ebert provided an update of the project.

Fish Creek Sewage Treatment Plant Upgrade – Mr. Ebert provided an update to the Board. There are five (5) potential change orders on the project. Mr. Ebert discussed each with the Board. Action will be taken at the June Meeting. The projected has a substantial completion date of July 31, 2017 with the final punch list September 1, 2017.

Meetinghouse Road Water Main Extension – On motion by Mr. Rockovich and seconded by Mr. Thompson, the Board authorized Mr. Ebert to design the Meetinghouse Road Water Main Extension by a vote of 3-0.

### **AUTHORITY REPORT**

#### **Operations – Executive Director**

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

#### **Administrative – Executive Director**

Invoices – The Board generally reviewed one of the largest operating expenses.

CORE BTS IT Audit – The IT audit has been completed. The final report will be distributed to the Board at the June Meeting.

Resolution No. 2017-02 – Disposition of Records – On motion by Mr. Rockovich and seconded by Mr. Thompson, the Board approved Resolution No. 2017-02 by a vote of 3-0.

Consideration of DVIT and DWWCT Insurance Policies – On motion by Mr. Rockovich, seconded by Mr. Thompson, Resolution No. 2017-03 authorizing the participation of the Warwick Township Water & Sewer Authority in the Delaware Valley Workers' Compensation Trust in accordance with the Pennsylvania Workers' Compensation Act, the Pennsylvania Intergovernmental Cooperation Law and the Municipality Authorities Act of 1945, was approved by a 3-0 vote.

**Developments – Executive Director**

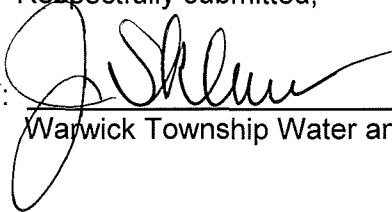
Various Correspondence – Mr. Sullivan referred the Board to the attached various correspondence.

**CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Rockovich, seconded by Mr. Thompson, and with a 3-0 aye vote, adjourned at 8:45 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority