

MINUTES OF THE REGULAR MEETING
May 23, 2016
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular May 23, 2016 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:05 p.m. by Chairman Paul Stavrides. The following Board members were present: Vice Chairman Richard Carlin and Secretary John Sklencar. Secretary/Treasurer, Edward Thompson and Member Stan Rockovich were excused from attendance.

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

The minutes from the February 22, 2016 and March 28, 2016 and April 25, 2016 meeting were tabled due to lack of a quorum for members that attended those meetings.

PUBLIC COMMENT

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor - None

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 Northeast Chemical & Supply Co., Inc. for a price of \$11.77 per 50 lb. bag. Mr. Carlin seconded the motion which passed with a 3-0 vote.

FINANCIAL REPORT

Mr. Sullivan briefly reviewed the financial report with the Board.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Carlin, Requisition No. 89 a transfer of \$1,639.46 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Requisition No. 90, a transfer of \$226,604.16 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bill Payment List 05/16-A in the amount of \$175,643.62 was approved 3-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Carlin, Professional Services Releases (TD Bank) in the total amount of \$7,214.13 were approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Escrow releases and professional service invoices (pending) in the amount of \$1,718.46 were approved 3-0.

Professional Services Releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$3,413.16 was tabled due to the fact that Mr. Carlin needed to recuse himself from the vote.

On motion of Mr. Sklencar, seconded by Mr. Carlin, the closing of account and disbursement of funds for Heritage Creek II – Phase I in the amount of \$5,901.37 was approved by a vote of 3-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to the Solicitor's written report.

Developments

The Authority Solicitor referred the Board to the written report.

Warwick Mill – The Project requires each of the forty (40) homes to have a grinder pump. The Authority Solicitor is working on an updated grinder pump maintenance agreement with the Homeowners Association for each property.

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 complete. The engineer is working with Penndot and the contractor to reconcile the construction credits on the project.

FCSTP Upgrade – The Engineer is having bi-weekly construction meetings with the contractors. The first payment requisition will be done at the June 27, 2016 meeting.

Creek Road TCE Project – The project is currently under design. CKS Engineers is contacting the property owners regarding the project.

Act 537 – The first Act 537 meeting with the Township is scheduled for May 27, 2016.

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.

Consideration of Jet Truck Purchase from Northampton Township – Mr. Carlin moved to purchase the 2002 Sewer Equipment Camera Jet Truck from Northampton Township in the amount of \$26,000, seconded by Mr. Sklencar, and approved 3-0.

Developments – Executive Director

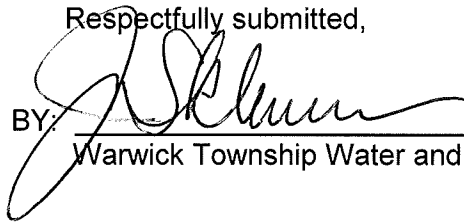
Various Correspondence – Mr. Sullivan referred the Board to the attached various correspondence.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Carlin, and with a 3-0 aye vote, adjourned at 7:45 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority