

**MINUTES OF THE REGULAR MEETING
NOVEMBER 17, 2014
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular November 17, 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: Secretary John Sklencar, and Secretary/Treasurer Edward Thompson. Member Stanley Rockovich was excused from attendance.

Vice Chairman Richard Carlin was present via teleconference from 7:00 p.m. to 7:25 p.m. to partake in the budget discussions.

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. Sklencar, seconded by Mr. Carlin, the minutes from the October 27, 2014 Board Meeting were approved by a vote of 4-0.

PUBLIC COMMENT

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor – There were no visitors in attendance.

FINANCIAL REPORT

Mr. Sullivan reviewed the Draft 2015 Budget with the Board. The Electrical contract was solidified with no significant increase in cost. No expense line items were increased. In addition, the medical insurance plan was finalized. The original 2015 projection was an 11% increase in medical costs. However, the Authority has switched plans increased the deductible, saving the Authority over the course of the year. There were no changes to the budget from the first draft that was submitted to the Board in October.

Mr. Carlin proposed a slight increase in Water and Sewer rates, between 1% and 5%. The Board discussed a potential rate increase as well as the option of a rate study to determine if an increase is necessary. Mr. Carlin made a motion to increase the water and sewer rates by 2.5% with no second.

2015 Operating Budget – Draft #1 – The Board reviewed the various options and expenses in the draft budget. After a lengthy discussion the following action was taken. On motion of Mr. Thompson, seconded by Mr. Sklencar the Board approved the 2015 Draft #1 Operating Budget as presented without a rate increase by a vote of 3-1.

TREASURER'S REPORT

Requisitions

On motion of Mr. Thompson, seconded by Mr. Skencar, Requisition No. 50 a transfer of \$49,374.51 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Skencar, Requisition No. 51, a transfer of \$166,359.81 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Skencar, Bill Payment List 11/14-A in the amount of \$173,394.32 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Skencar, Bond Construction Fund Requisition #33 for Fish Creek WWTP Upgrade Phase II for Ebert Engineering in the amount of \$5,440.00 was approved 3-0.

Releases

On motion of Mr. Thompson, seconded by Mr. Skencar, Professional Services Releases (TD Bank) in the total amount of \$12,235.70 were approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Rockovich, professional services (TD Bank) for Warwick Village Commons (Wawa) in the amount of \$363.00 were approved 3-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report.

Legal Complaints

Klipper v. Carroll Engineer and WTWSA – Mr. Rudolph provided an update to the Board related to the ongoing litigation. At this point the Authority is waiting on a response from the Commonwealth Court

Warwick Ice Rink – Mr. Rudolph provided an update to the Board related to recent actions on this commercial account. A lien was filed for approximately \$86,400.00 for eight (8) EDU's. In addition, the Authority processed a request for an additional four (4) EDU's based on the Ice Rink usage. Warwick Ice Rink filed an objection to the lien filing. All necessary documents have been filed. It is anticipated that an additional lien will be filed in the coming months for the additional four (4) EDU's.

Developments

Woodlands of Warwick – Waiting on funding and other documents to finalize Developer Agreements.

Warwick Village Commons – Waiting on funding and other documents to finalize Developer 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 is continuing to work on the project. A request was made by a homeowner to have public water supplied to their property. The owner has concerns regarding the contamination of their well due to the PennDot construction. This would extend the line across York Road, providing fire protection services. PennDot estimates the line extension to be approximately \$50,000.00. Due to the high cost, staff will look into reducing this cost to determine the feasibility of the line extension.

Fish Creek Upgrade – Mr. Ebert has a review meeting with the operations staff to coordinate all the comments together.

SCADA Update – The SCADA system is active and working through the final punch list.

Sludge Bid – The three (3) year sludge bid contract was advertised.

Woodlands of Warwick – Pre-construction meeting was held. Shop drawings have been received.

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.

Bulk Water Report – The Board generally reviewed the Bulk Water Report.

Update on Various Proposed Developments – Mr. Sullivan updated the Board on various proposed and active developments.

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

CHAIRMAN'S MINUTE

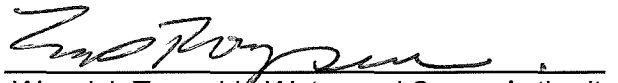
PMAA Region 1 Fall Meeting – The PMAA Region 1 Fall Meeting is scheduled for November 24, 2014.

December Meeting Date – December 15, 2014 – The Executive Director reminded the Board that the next meeting date will be December 15, 2014 at 7:00 p.m.

Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Thompson, and with a 3-0 aye vote, adjourned at 7:50 p.m.

Respectfully submitted,

BY:


Warwick Township Water and Sewer Authority