

**MINUTES OF THE REGULAR MEETING
SEPTEMBER 19, 2016
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular September 19, 2016 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 Richard Carlin and Member Stan Rockovich. Secretary John Sklencar 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, Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering

MINUTES

Upon motion of Mr. Carlin, seconded by Mr. Rockovich, the Board approved the minutes of the August 22, 2016 board meeting by a vote of 3-0.

PUBLIC COMMENT

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

FINANCIAL REPORT

There was no financial report.

TREASURER'S REPORT

Requisitions

On motion of Mr. Rockovich, seconded by Mr. Mr. Carlin, Requisition No. 97 a transfer of \$2,777.70 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Requisition No. 98, a transfer of \$275,813.99 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Bill Payment List 09/16-A in the amount of \$212,841.69 was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Bond Construction Fund Requisition #65 for Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$14,962.80 was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Bond Construction Fund Requisition #66 for Philips Brothers Electrical Contractors, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$76,490.46 was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Bond Construction Fund Requisition #67 for LB Industries for Fish Creek WWTP Upgrade Phase II in the amount of \$51,300.00 was approved 3-0.

On motion of Mr. Rockovich, seconded by Mr. Carlin, Bond Construction Fund Requisition #68 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$1,875.09 was approved 3-0.

Releases

On motion of Mr. Rockovich, seconded by Mr. Carlin, Professional Services Releases (TD Bank) in the total amount of \$11,373.66 were approved 3-0.

Professional service releases (TD Bank) for Warwick Village Commons (WaWa) in the total amount of \$121.82 were tabled due to the fact that Mr. Carlin needed to recuse himself from the vote.

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.

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 Update – Mr. Ebert provided a brief status report on the project as well as a brief overview of potential changes orders.

Creek Road Water Extension Update – Mr. Ebert provided a brief status report on the project. The project has been posted on Penn Bid by CKS Engineering. The Bids are due by October 5, 2016. Construction is expected to start by the end of November, 2016.

AUTHORITY REPORT

Operations – Executive Director

Operations Report – Water/Sewer – Due to the change in testing labs, the operations reports are not available. Mr. Sullivan will furnish the Operations reports to the Board once available.

Administrative – Executive Director

Electric/Sludge Hauling/Bulk Water – The Board generally reviewed one of the largest operating expenses.

Pollution Liability Insurance – On motion of Mr. Carlin, seconded by Mr. Rockovich, to approve the Pollution Liability Insurance quote in the total amount of \$8,278.00 was approved 3-0.

Sahli Service Award Presentation – Paul Stavrides. – Mr. Sullivan presented the PMAA Sahli, Service Award to Mr. Stavrides. Mr. Stavrides has committed 20 years of service to the Warwick Township Water & Sewer Authority.

Developments – Executive Director

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

Contract for Professional Services – Prestige Property Partners, Inc. – On motion of Mr. Carlin, seconded by Mr. Rockovich, the Professional Service Agreement for Prestige Property Partners, Inc. was approved by a 3-0 vote.

Contract for Professional Services – Jamp Development LLC – On motion of Mr. Carlin, seconded by Mr. Rockovich, the Professional Service Agreement for Jamp Development LLC was approved by a 3-0 vote.

Water Tapping Fee Application – 1673 Meetinghouse Road – 2 EDUs – On motion of Mr. Carlin, seconded by Mr. Rockovich, the water tapping fee application for 1673 Meetinghouse Road was approved by the Board by a 3-0 vote.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. Carlin, seconded by Mr. Rockovich, and with a 3-0 aye vote, adjourned at 7:28 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority