

**MINUTES OF THE REGULAR MEETING
SEPTEMBER 22, 2014
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular September 22, 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 Richard Carlin, Secretary John Sklencar and Member Stanley Rockovich. Secretary/Treasurer Edward Thompson 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. Carlin, seconded by Mr. Rockovich with Mr. Stavrides abstaining, the minutes from the July 28, 2014 Board Meeting were approved by a vote of 3-0-1.

Upon motion of Mr. Sklencar, seconded by Mr. Rockovich with Mr. Carlin abstaining, the minutes from the August 18, 2014 Board Meeting were approved by a vote of 3-0-1.

PUBLIC COMMENT

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

FINANCIAL REPORT

Mr. Sullivan noted that the draft budget is nearly completed and that he will forward it to the financial committee for their review and comment. Mr. Sullivan also reported that Ms. Patricia Pratt has completed her employment with the Authority and Ms. Lauri Halderson has been hired as the Authority's Financial Director. Mr. Sullivan stated that he wished to acknowledge Ms. Pratt's dedicated service and accomplishments in her tenure with the Authority.

The Executive Director and the Board generally discussed the new financial reporting disclosures requirements related to the Authority's Bond. Mr. Sullivan reported that he has contacted bond council and received written certification that the Authority is in compliance.

TREASURER'S REPORT

Requisitions

On motion of Mr. Carlin, seconded by Mr. Rockovich, Requisition No. 46 a transfer of \$31,889.51 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Requisition No. 47, a transfer of \$250,288.39 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bill Payment List 09/14-A in the amount of \$229,252.90 was approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bond Construction Fund Requisition #31 for Fish Creek WWTP Upgrade Phase II for Ebert Engineering in the amount of \$332.25 was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$4,503.55 were approved 4-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, escrow releases and professional service invoices (pending) in the amount of \$4,771.67 were approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Developer Construction Escrow Release Requisition #3 for Kruse Partnership in the amount of \$36,707.58 was approved 4-0.

SOLICITOR'S REPORT

Authority Business

Mr. Amuso referred the Board to his written report.

Legal Complaints

Klipper v. Carroll Engineer and WTWSA – Mr. Amuso reported that oral arguments will take place in Commonwealth Court on Monday, October 6, 2014 in Philadelphia.

Developments

The Bridges of Warwick - Extension of Development Agreement – On motion of Mr. Carlin, seconded by Mr. Rockovich and with a 4-0 vote the following motion was approved.

I move that the Warwick Township Water & Sewer Authority ("Authority") Board, by its authorized officers, extend the approval to execute the Development Agreement ("Agreement"), between the Authority and Basile Senior Housing Limited ("Developer"), concerning the construction of an assisted living facility consisting of one hundred thirty (130) beds, tax parcel number 51-003-078, as approved by Resolution adopted July 28, 2014; and, further approve the execution of the Financial Security Agreement among the Authority, Developer and Susquehanna Bank ("Bank"); subject to receipt by the Authority of a duly executed Agreement and Financial Security Agreement; all payments required of the Developer under the terms of the Agreement, including the funding of the escrow account with the Bank, a certain access easement and blanket easement as indicated in the Agreement; and, all other items deemed necessary by the Executive Director.

Warwick Village Commons – Extension of Development Agreement – On motion of Mr. Sklencar, seconded by Mr. Rockovich and with a 3-0-1 vote with Mr. Carlin rescuing himself, the following motion was approved.

I move that the Warwick Township Water & Sewer Authority (“Authority”) Board, by its authorized officers, extend the approval to execute the Easement Agreement (“Agreement”), as approved by the Authority Solicitor, between John A. Meyer, Jr. and Dianne Meyer, as Grantors, and the Authority, as Grantee, concerning a perpetual easement being granted to the Authority in, over and under portions of tax parcel number 51-3-87 (Goddard School Property) to permit the installation, construction, connection and use of public sanitary sewer facilities, together with the right of ingress, egress and regress over the easement area for permitted purposes for the development known as “Wawa”; and, the Revocation and Termination of Deed of Easement (“Relinquishment”) between the Authority and Kendarbren Partners, L.P., by Jondi, Inc., its general partner, regarding the relinquishment of a certain easement over tax map parcel number 51-18-17-6 as consideration of the aforementioned Goddard School Property easement, as approved by Resolution adopted July 28, 2014, subject to receipt by the Authority of a duly executed Agreement and Relinquishment and all other items deemed necessary by the Executive Director.

ENGINEER’S REPORT

Authority Projects

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

Route 263 Improvements – Mr. Ebert reported that phase one of the road reconstruction is complete and all services have been reconnected. He noted that a utility contractor damaged a sewer main during construction. The Authority is investigating the incident.

Fish Creek Upgrade – The Authority engineer reported that the plans and specifications are nearly complete by the Authority’s special project engineer and that his office will initiate a review of the documents when they are received.

SCADA Update – Mr. Ebert presented a minor change order for coordination issues and additional reporting software. Upon motion by Mr. Sklencar, seconded by Mr. Rockovich, the Board approved the change order in the amount of \$5,000.00 by a 4-0 vote. A final punch list is being compiled by the engineer and will be forwarded to the contractor.

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.

The Board entered into an executive session to discuss a real estate matter at 7:40 p.m. They reconvened at 7:45 p.m.

Developments – Executive Director

Lot #27 – Upon motion by Mr. Carlin and seconded by Mr. Rockovich, the following motion was approved by a vote of 4-0.

I move that the Warwick Township Water & Sewer Authority (“Authority”) Board, by its authorized officers, authorize and direct the Executive Director to execute all documents and more particularly the closing documents related to the subject transactions contemplated by the Agreement for the Sale of Commercial Real Estate dated August 4, 2014 (“Agreement”) for the sale of Tax Parcel Number 51-013-010-002 to Steve Adams Realty as more fully described in the Agreement.

Country Crossing – NPDES Permit Renewal Update – Mr. Sullivan reported that he and Mr. Ebert met with the PA DEP to discuss the recently issued draft NPDES permit. Mr. Ebert submitted his technical analysis to the DEP and explained why the Authority objected to the various components of the permit. The information will be reviewed by the DEP and the Authority is awaiting a response or a revised draft permit.

Personnel Update – The Executive Director reported that the vacant Financial Officer position has been filled by Lauri Halderson.

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

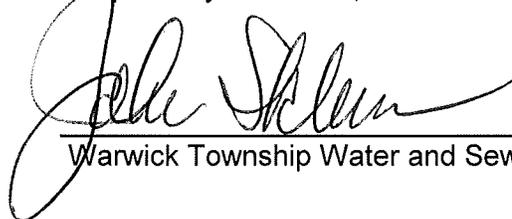
CHAIRMAN’S MINUTE

The Chairman reminded the Board of the upcoming joint meeting with the Board of Supervisors to be held September 26, 2014 at 7:00 a.m.

Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Rockovich, and with a 4-0 aye vote, adjourned at 8:25 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority