

MINUTES OF THE REGULAR MEETING APRIL 23, 2018 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular April 23, 2018 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, Secretary/Treasurer Edward Thompson and Member Stan Rockovich.

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

Michael Sullivan, Executive Director
Mellisa Fiala, Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering
Cathy Seiler, Brinker, Simpson LLC
Lauri Halderson, Finance Director

MINUTES

Upon motion of Mr. Carlin, seconded by Mr. Rockovich, the Board approved the minutes of the December 19, 2017 board meeting by a vote of 3-0-2 with Mr. Sklencar and Mr. Thompson abstaining.

Upon motion of Mr. Thompson, seconded by Mr. Rockovich, the Board approved the minutes of the January 22, 2018 board meeting by a vote of 3-0-2 with Mr. Sklencar and Mr. Carlin abstaining.

Upon motion of Mr. Thompson, seconded by Mr. Sklencar, the Board approved the minutes of the February 26, 2018 board meeting by a vote of 3-0-2, with Mr. Sklencar and Mr. Carlin abstaining.

Upon motion of Mr. Carlin, seconded by Mr. Sklencar, the Board approved the minutes of the March 26, 2018 board meeting by a vote of 3-0-2, with Mr. Rockovich and Mr. Thompson abstaining.

PUBLIC COMMENT

A. Confirmed Appointments – Cathy Seiler – Brinker, Simpson, LLC.

Ms. Seiler presented the 2017 draft audited financial statements to the Authority Board of Directors. The Authority Finance Committee reported to the Board on their review process and provided a recommendation to the Board to approve the financial statements as presented. After a brief discussion the following motion was made.

On motion of Mr. Sklencar, seconded by Mr. Carlin, the Board approved the Audited 2017 Financial Statement by a vote of 5-0.

B. From the Floor – None

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 134, a transfer of \$38,389.35 from the Capital Account to Operating Account was approved 5-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 135, a transfer of \$233,352.93 from the Revenue Fund to Operating Account was approved 5-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 04/18-A in the amount of \$219,142.28 was approved 5-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #127 for Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$596.96 was approved 5-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$1,593.65 was approved 5-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Escrow releases & Professional Service Invoices (pending) in the amount of \$5,414.20 was approved 5-0.

SOLICITOR'S REPORT

Authority Business

Ms. Fiala referred the Board to the written report.

Legal Complaints

WTWSA v. Warwick Realty Company, LLP – Ms. Fiala provided an update to the Board.

York Road – Bladco LP (Fetzer Property) – 1st Amendment to the Professional Service Agreement – On motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the 1st Amendment to the Professional Service Agreement between the Authority and Bladco, LP, by a vote of 5-0.

Graeme Drive Property - TMP 51-007-025 – Ms. Fiala discussed the transfer of the Graeme Way property to Mr. & Mrs. Beck.

Mr. Carlin moved that the Warwick Township Water & Sewer Authority (“Authority”) Board, by its authorized officers, execute the Agreement of Sale and Deed between the Authority and John R. Beck and Cindy L. Beck, concerning the transfer of the property located

on Graeme Drive with Tax Map Parcel No. 51-007-025, subject to the Conservation Restrictions itemized in the Agreement of Sale and Deed, seconded by Mr. Rockovich, with a 5-0 vote.

Developments

Ms. Fiala referred the Board to the written report.

ENGINEER'S REPORT

Authority Projects

Mr. Ebert referred the Board to the Engineers written engineering report.

Fish Creek Sewage Treatment Plant Upgrade Update – Mr. Ebert provided an update to the Board. The interior painting of the digesters has been completed. A portion of the exterior tank will also need to be repainted. The contractor, staff and the engineer have identified the issues related to the plant upgrade and are working to resolve the issues.

Mearns Road (U.S. Navy) Water Main Extension Update – The survey work has been completed. A schedule will be provided to the Board at the May 2018 meeting.

Chapter 94 Report –The report was filed by the March 30, 2018 filing date.

Act 537 Plan – A draft of the plan will be submitted to the Township by the May 2018 meeting.

Developments

Mr. Ebert referred the Board to the Engineers written engineering report.

AUTHORITY REPORT

Operations – Executive Director

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

Administrative – Executive Director

Hartsville Area Water Service Extension Update – Mr. Sullivan met with Congressman Fitzpatrick as well as the Township to discuss the options for public water to the Hartsville Area.

T.D. Bank – Mr. Sullivan reported to the Board regarding a potential security issue related to the Authority accounts held by T.D. Bank. Staff will meet with Bank representatives to discuss the issues.

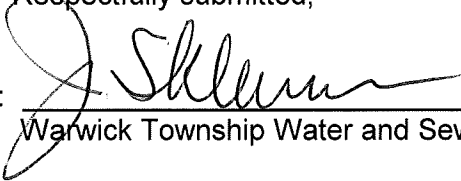
Developments – Executive Director

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 5-0 aye vote, adjourned at 8:20 p.m.

Respectfully submitted,

BY: 
Warwick Township Water and Sewer Authority