

## **MINUTES OF THE REGULAR MEETING FEBRUARY 26, 2018 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular February 26, 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, Secretary/Treasurer Edward Thompson and Secretary John Sklencar. Vice Chairman Richard Carlin and Member Stan Rockovich were excused from attendance.

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

Michael Sullivan, Executive Director  
Melissa Fiala, Rudolph Clarke LLC  
Frederick Ebert, P.E., Ebert Engineering

### **MINUTES**

The Minutes for the December 19, 2017 Board Meeting and the January 22, 2018 Board Meeting were tabled.

### **PUBLIC COMMENT**

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

### **FINANCIAL REPORT**

Mr. Sullivan reviewed the financial report with the Board.

The 2017 Audit fieldwork will be completed by the end of February. The Financial Statement will be reviewed with the finance committee prior to the March Authority meeting.

### **TREASURER'S REPORT**

#### **Requisitions**

On motion of Mr. Thompson, seconded by Mr. Sklencar, Requisition No. 130, a transfer of \$3,011.16 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Sklencar, Requisition No. 131, a transfer of \$268,238.06 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Sklencar, Bill Payment List 02/18-A in the amount of \$218,649.22 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Sklencar, Bond Construction Fund Requisition #121 for Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$110.75 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Sklencar, Bond Construction Fund Requisition #122 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$6,400.03 was approved 3-0.

### **Releases**

On motion of Mr. Thompson, seconded by Mr. Sklencar, Professional Services Releases (TD Bank) in the total amount of \$1,784.75 was approved 3-0.

On motion of Mr. Thompson, seconded by Mr. Sklencar, A Developer Escrow Release for KTMT VII, L.P. in the amount of \$10,000.00 was approved 3-0.

### **SOLICITOR'S REPORT**

#### **Authority Business**

Ms. Fiala referred the Board to his written report.

#### **Legal Complaints**

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

#### **Developments**

Mr. Rudolph referred the Board to his written report.

Warwick Mill – Ms. Fiala provided an update to the Board regarding the grinder pump management plan.

### **ENGINEER'S REPORT**

#### **Authority Projects**

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

Fish Creek Sewage Treatment Plant Upgrade Update – Mr. Sullivan provided an update to the Board regarding the issues with the tank painting. Mr. Ebert provided an update to the Board related to outstanding issues with the project.

Moland House Water Main Extension - Update – Mr. Ebert provided an update to the Board. The Authority is applying for the PA Small Water and Sewer Grant for the Molland House Water Main Extension. The application is due February 28, 2018.

Resolution # 2018-02 – Small Water and Sewer Grant Application - On motion by Mr. Thompson and seconded by Mr. Sklencar, the Board approved the Small Water and Sewer Grant Application by a vote of 3-0.

Chapter 94 Report – Mr. Ebert provided an update to the Board.

### **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**

Resolution # 2018-01 – Disposition of Records – On motion by Mr. Thompson and seconded by Mr. Sklencar, the Board approved Resolution No. 2018-01 by a vote of 3-0.

#### **Developments – Executive Director**

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

Fetzer Property – Mr. Sullivan provided an update to the Board regarding the easement needed for the project to proceed. The Board directed Mr. Sullivan and the Solicitor to proceed with the condemnation process as long as the developer assumes all costs associated with the condemnation and the cost of property based on the appraisal.

Mearns Road (U.S. Navy) Water Main Extension Project Update – Mr. Sullivan provided an update to the Board. To date, three access agreements have been received. Mr. Sullivan discussed the Molanar Greenhouse and the possible connection of a single water line to the greenhouse restroom.

### **CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Thompson, seconded by Mr. Sklencar, and with a 3-0 aye vote, adjourned at 8:00 p.m.

Respectfully submitted,

BY:

  
Warwick Township Water and Sewer Authority