

MINUTES OF THE REGULAR MEETING MARCH 26, 2018 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular March 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 John Sklencar, Vice Chairman Richard Carlin. Secretary/Treasurer Edward Thompson and Member Stan Rockovich 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

The Minutes for the December 19, 2017 Board Meeting, the January 22, 2018 Board Meeting, and the February 26, 2018 Board Meeting were tabled.

PUBLIC COMMENT

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

John R. and Cindy L. Beck, 1251 Harts Lane, Warminster, approached the Board to purchase the Authority owned vacant lot on Graeme Way. Mr. and Mrs. Beck are requesting the removal of dead trees on the property as a condition of the transfer of property. The total cost of removal is \$2,200. Mr. and Mrs. Beck agreed to pay half the cost of the removal. On motion by Mr. Sklencar and seconded by Mr. Carlin, the Board approved the tree removal in the amount of \$1,100 and transfer of the property to John R. Beck and Cindy L. Beck by a vote of 3-0.

REVIEW CHEMICAL BIDS

The Authority Executive Director presented the results to the Authority Board members. After a tabulation of the bid results were reviewed the following actions were taken by the Board.

- A. Ferric Chloride – Upon motion by Mr. Sklencar, seconded by Mr. Rockovich and by a 3-0 vote, the Board awarded Main Pool & Chemical, Inc. a 1 year contract to supply Ferric Chloride for a price of \$38.30/dry cwt.
- B. Ferrous Chloride – There were no bids submitted for Ferrous Chloride.

FINANCIAL REPORT

Mr. Sullivan reviewed the financial report with the Board.

The Draft Audit is complete and has been submitted to the Finance committee for review. A conference call is scheduled with the committee for April 5, 2018.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Carlin, Requisition No. 132, a transfer of \$34,335.50 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Requisition No. 133, a transfer of \$216,045.02 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bill Payment List 03/18-A in the amount of \$197,780.52 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bond Construction Fund Requisition #123 for Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$826.18 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bond Construction Fund Requisition #124 for Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$3,903.06 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bond Construction Fund Requisition #125 for Philips Brothers Electrical Contractors, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$14,436.66 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Carlin, Bond Construction Fund Requisition #126 for LB Industries, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$50,000.00 was approved 3-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Carlin, Professional Services Releases (TD Bank) in the total amount of \$6,285.95 was approved 3-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report.

Legal Complaints

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

Developments

Mr. Rudolph referred the Board to his written report.

Fetzer Property – Mr. Rudolph and Mr. Sullivan discussed with the Board the easement related to the Project. On motion by Mr. Carlin and seconded by Mr. Sklencar, the Board authorized staff to obtain an appraiser for the Authority subject to the signed, funded Professional Services Agreement, to move forward with the easement process by a vote of 3-0.

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 regarding the open issues related to the plant upgrade. The Board directed staff to move forward with the installation of new piping related to an Influent distribution system. This change order will be submitted at the April 2018 meeting.

Small Water and Sewer Grant Application Update - To be awarded July 17th, 2018.

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

Contract for Professional Services – Afzai Realty, LLC – 1875 Stout Drive – On motion by Mr. Sklencar and seconded by Mr. Carlin, the Board approved the Contract for Professional Services for 1875 Stout Drive by a vote of 3-0.

Contract for Professional Services – 2-2 Condo Association – 2049 Stout Drive, Unit A2 – On motion by Mr. Sklencar and seconded by Mr. Carlin, the Board approved the Contract for Professional Services for 2049 Stout Drive, Unit A2 by a vote of 3-0.

Temporary Access Agreements – Navy Water Main Project – Access agreements have been received for all four (4) properties to allow Ebert Engineering to survey the properties. On motion by Mr. Sklencar and seconded by Mr. Carlin, the Board approved the Temporary Access Agreements for the Navy Water Main Project by a vote of 3-0.

Developments – Executive Director

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

A meeting is scheduled for April 3, 2018 with Congressmen Fitzpatrick to discuss the possible connection of water services to the Hartsville area.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Carlin, and with a 3-0 aye vote, adjourned at 8:18 p.m.

Respectfully submitted,

BY:



Warwick Township Water and Sewer Authority