

## **MINUTES OF THE REGULAR MEETING OCTOBER 22, 2018 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular October 22, 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 Stanley Rockovich, and Assistant Secretary/Treasurer Ned Thompson. Treasurer Richard Carlin was excused from attendance.

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

Michael Sullivan, Executive Director  
Edward Rudolph, Rudolph Clarke LLC  
Rick Dunn, P.E. Ebert Engineering  
Lauri Halderson, Finance Director

### **MINUTES**

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the Meeting Minutes of September 24, 2018 by a vote of 3-0-1, with Mr. Rockovich abstaining.

### **PUBLIC COMMENT**

A. Confirmed Appointments – None

B. From the Floor – Thomas Droll, 2057 Bristol Road. Mr. Droll's account was estimated prior to replacing his meter. At the time of replacement, the account was adjusted to reflect the actual meter reading and the associated late fees were waived. Mr. Droll requested a credit on his account. Mr. Droll agreed that the meter reading is accurate and that he used the water that was billed. The Board decline the credit. The Board agreed to remove all late fees if Mr. Droll agreed to pay the account in full. Mr. Droll agreed to these terms.

### **TREASURER'S REPORT**

#### **Requisitions**

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 146, a transfer of \$2,275.00 from the Capital Account to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 147, a transfer of \$239,185.04 from the Revenue Fund to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bill Payment List 10/18-A in the amount of \$175,710.04 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #138 for The Merrick Group, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$2,640.00, was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #139 for Cardno BCM for Fish Creek WWTP Upgrade Phase II in the amount of \$738.00 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #140 for Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$1,320.42 was approved 4-0.

Draft 2019 Operating Budget – Mr. Sullivan provided a detailed review of the draft budget to the Board.

### **Releases**

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$2,581.01 was approved 4-0.

## **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. The initial settlement check will be received by the Authority by the end of October 2018.

### **Developments**

Mr. Rudolph referred the Board to the written report.

## **ENGINEER'S REPORT**

### **Authority Projects**

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

Fish Creek Sewage Treatment Plant Upgrade Update – Mr. Dunn provided an update to the Board.

### **Developments**

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

Acceptance of the Completion of the 18 Month Maintenance Period – Valley View Estates – Upon a motion by Mr. Sklencar and seconded by Mr. Rockovich, the Board

approved the acceptance of dedication of Valley View Estates contingent on minor revisions to the as built drawings. The motion was passed 4-0.

**AUTHORITY REPORT**

**Operations – Executive Director**

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

**Administrative – Executive Director**

Execution of the PA Small Water & Sewer Program Grant Agreement – The Board executed the PA Small Water and Sewer Grant Agreement.

**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. Rockovich, seconded by Mr. Thompson, and with a 4-0 aye vote, adjourned at 8:15 p.m.

Respectfully submitted,

BY: 

Warwick Township Water and Sewer Authority