

**MINUTES OF THE REORGANIZATIONAL AND
REGULAR MEETING JANUARY 28, 2019
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular January 28, 2019 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 Stanley Rockovich, Secretary John Sklencar, 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, Esq., Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering
Lauri Halderson, Finance Director

After the pledge of Allegiance, Mr. Stavrides announced that this is a duly advertised public meeting as published in the December 29, 2017 edition of The Intelligencer.

REORGANIZATION

Open for Nominations

Chairman Stavrides turned the election of the officers for the Board of Directors over to the Chairman Pro-Tem, Michael Sullivan. Accordingly, the Chairman Pro-Tem opened the floor for nominations. Mr. Sullivan asked if there were any proposed changes to the current slate of officers.

Mr. Thompson moved to nominate the members of the Board to the following positions:

Paul Stavrides – Chairman
Stanley Rockovich – Vice-Chairman
John Sklencar – Secretary
Richard Carlin - Treasurer
Edward Thompson – Assistant Secretary/ Treasurer
Michael Sullivan – Assistant Secretary – signature purposes only

The Chairman Pro-tem then asked for a motion to close the nominations and for the Chairman Pro-Tem to cast a unanimous ballot for the following slate of officers.

Mr. Thompson moved to close the nominations and for the Chairman Pro-Tem to cast a unanimous ballot, duly seconded by Mr. Sklencar and approved by a 4-0 vote.

The remainder of the meeting was turned over to the Chairman Paul Stavrides.

Chairman Stavrides opened the floor for discussion regarding the appointment of the Authority's Solicitor. There being none, a motion was made by Mr. Sklencar to appoint the law firm of Rudolph and Clarke using the established rates as submitted by their firm and attached to these minutes. The motion was seconded by Mr. Rockovich and unanimously approved by the Board 4-0.

Chairman Stavrides opened the floor for discussion to appoint the Authority's Engineer. There being none, Mr. Sklencar moved to appoint Ebert Engineering, Inc. as the Authority Engineer to perform engineering services as assigned by the Executive Director using the established rates as submitted by Ebert Engineering, Inc. and attached to these minutes. The motion was seconded by Mr. Rockovich and passed with a unanimous 4-0 vote.

A motion was made by Mr. Sklencar to appoint Brinker Simpson & Company, LLC in accordance with the November 2, 2017 proposal as the Authority's Certified Public Accountant firm to conduct the year 2018 annual audit, seconded by Mr. Rockovich and unanimously approved by the Board 4-0.

The following financial institutions were reaffirmed by the Board upon motion of Mr. Sklencar, seconded by Mr. Rockovich, approved 3-0 by the Board.

- TD Bank, N.A. – Bond Funds
- TD – Checking and Escrow Accounts
- Hatboro Federal – Savings Account
- PLGIT – Savings Account
- PNC – Savings/Checking Accounts
- Provident Bank – Savings Account

The Chairman asked if there was any further business or comments for the reorganizational meeting. There being none, Mr. Thompson motioned to adjourn the reorganizational meeting and continue with the regular meeting and agenda of the Warwick Township Water and Sewer Authority. The motion was seconded by Mr. Sklencar, and with a 3-0 aye vote the reorganizational meeting ended at 7:04 p.m., and the Board continued with the Authority's regular monthly meeting.

MINUTES

The Minutes for the November 19, 2018 Board Meeting were tabled.

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the Meeting Minutes of December 17, 2018 by a vote of 3-0-1, with Mr. Stavrides abstaining.

PUBLIC COMMENT

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

FINANCIAL REPORT

Mr. Sullivan and Ms. Halderson reviewed the financial report with the Board.

The 2018 Audit began January 28, 2019.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 152, a transfer of \$308,429.76 from the BRIF Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Requisition No. 153, a transfer of \$241,446.17 from the Revenue Funds to Operating Account was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bill Payment List 01/19-A in the amount of \$206,659.68 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bill Payment List 01/19-B in the amount of \$44,160.00 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bill Payment List 01/19-C in the amount of \$246,456.25 was approved 4-0.

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Bond Construction Fund Requisition #144 for Ebert Engineering, Inc. for Fish Creek WWTP Upgrade Phase II in the amount of \$763.09 was approved 4-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$1,915.50 were 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.

Developments

The Board entered an executive session at 7:25 p.m., resuming the meeting at 7:35 p.m. No action was taken.

York Road – Bladco, LP – Amendment to the Professional Service Agreement has been tabled.

Professional Service Agreement – Foxlane Homes – Warwick Mill Development – On a motion by Mr. Sklencar and seconded by Mr. Rockovich, the Board approved the Professional Service Agreement for Foxlane Homes – Warwick Mill Development by a vote of 4-0.

ENGINEER’S REPORT

Authority Projects

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

2018 Chapter 94 Proposal – Mr. Ebert provided an update to the Board.

Fish Creek Sewage Treatment Plant Upgrade Update – Mr. Ebert provided an update on the Board.

Mearns Road (U.S. Navy) Water Main Extension Project Update – Mr. Ebert provided an update to the Board.

Moland House Water Main Extension - Update – 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 # 2019-01 – Disposition of Records – On motion by Mr. Sklencar and seconded by Mr. Rockovich, the Board approved Resolution No. 2019-01 by a vote of 4-0.

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. Rockovich, and with a 4-0 aye vote, adjourned at 8:20 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority