

**WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**  
**January 27, 2020 AGENDA**

- I. Call to Order 7:00 P.M. - Chairman
  - a. Pledge of Allegiance
  - b. Call of the roll
  - c. Duly Advertised Reorganizational Meeting
  - d. Appointment - Acknowledgment of Mr. Kevin McGowan's Appointment to a five (5) year term
  
- II. Reorganization – Chairman Pro Tem  
Open for Nominations
  - a. Chairman –
  - b. Vice-Chairman –
  - c. Secretary –
  - d. Treasurer –
  - e. Assistant Secretary/Treasurer –
  - f. Assistant Secretary - Signature Only –

Close Nominations - Cast Ballot
  
- III. Professional Staff – Appoint/Affirm – Chairman
  - a. Solicitor – Rudolph Clarke, LLC
  - b. Engineer – Ebert Engineering, Inc.
  - c. Certified Public Accountant – Brinker Simpson, LLC
  - d. Financial Institutions
    - i. TD – Checking and Escrow Accounts
    - ii. PLIGIT – Savings Account
    - iii. TD Bank – Credit Card Account
    - iv. TD Bank – Revenue Account
    - v. Huntington Valley Bank – Checking Account
    - vi. Provident – Money Market Account
  
- IV. Review and approval of the Meeting Minutes of August 26, 2019 and November 25, 2019
  
- V. Public Comment
  - a. Confirmed Appointments
  - b. From the Floor
  
- VI. Financial Report – None

VII. Treasurer's Report

A. Authority

- a. Bill Payment List 1/20-A in the Amount of \$263,743.65
- b. Transfer of \$279,460.97 from the Revenue Account to the Operating Account – Payroll
- c. Transfer of \$36,882.68 from the Cash Other Account to the Operating Account
- d. Transfer of \$5,561.98 from the Credit Card Account to the Revenue Account

B. Professional service releases (TD Bank) in the total amount of \$2,370.65

C. Escrow Releases & Professional Service Invoices (pending) in the amount of \$461.31

D. Navy Reimbursement 1/9/2020 Transfer from Operating Account to Cash Other Account \$418,624.00

- a. Jaoa & Bradley Payment Request #1 - \$394,209.00
- b. Shainline Excavating - \$11,655.00
- c. 2016-2019 Legal Fees - \$ 12,760.00

E. Navy Reimbursement 1/15/2020 Transfer from Operating Account to Cash Other Account \$27,320.73

- a. 2017-2018 Engineering Fees - \$27,320.73

F. Authority

- a. Bill Payment List 12/19-A in the Amount of \$191,364.71
- b. Transfer of \$225,427.01 from the Cash Other Account to the Operating Account – Payroll
- c. Transfer of \$18,537.70 from the Cash Other Account to the Operating Account
- d. Transfer of \$33,864.75 from the Credit Card Account to the Revenue Account

G. Professional service releases (TD Bank) in the total amount of \$2,724.97

H. Professional services releases (TD Bank) for Warwick Village Commons (WaWa) in the amount of \$523.74

I. Escrow Releases & Professional Service Invoices (pending) in the amount of \$227.56

VIII. Solicitor's Report – Rudolph and Clarke

A. Authority Business (See Enclosed Report)

B. Legal Complaints: Amanda Deeter V. WTWSA – Final Determination

C. Developments

IX. Engineer's Report – Ebert Engineering

A. Authority Projects (See Enclosed Report)

- a. Mearns Road (U.S. Navy) Water Main Extension – Update
- b. Moland House Water Main Extension – Update
- c. Grant Application Update

B. Developments

- a. See Enclosed Report

- X. Authority Report – Executive Director
  - A. Operations
    - a. Operations Report – Water/Sewer (Enclosed)
  - B. Administrative
    - a. Electric
    - b. Resolution 2020-01 – Disposition of Records
    - c. Approval of the 2020 WTWSA Board Meeting Dates
    - d. Approval of the 2020 WTWSA Fee Schedule
    - e. Approval of the 2020 WTWSA Rate Schedule
    - f. Chapter 94 Report Proposal
  - C. Developments
    - a. Various Correspondence
- XI. Chairman’s Minute
  - A. Next Scheduled Meeting is Monday, February 24, 2020
  - B. Adjourn