

MINUTES OF THE REGULAR MEETING MARCH 23, 2020 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular March 23, 2020 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, Treasurer Richard Carlin, Secretary Kevin McGowan, and Assistant Secretary/Treasurer Edward Thompson.

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

Mr. Sullivan announced that the Authority is conducting the virtual meeting in response to the Covid-19 situation and that the Authority took steps to advertise the meeting to allow for public participation.

MINUTES

Upon motion of Mr. Rockovich, seconded by Mr. Thompson, the Board approved the Meeting Minutes of August 26, 2019 by a vote of 3-0-2, with Mr. McGowan and Mr. Carlin abstaining.

Upon motion of Mr. Carlin, seconded by Mr. Rockovich, the Board approved the Meeting Minutes of November 25, 2019 by a vote of 3-0-2, with Mr. McGowan and Mr. Thompson abstaining.

Upon motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Meeting Minutes of February 24, 2020 by a vote of 3-0-2, with Mr. Carlin and Mr. Rockovich abstaining.

PUBLIC COMMENT

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

REVIEW CHEMICAL BIDS

Mr. Sullivan 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.

Upon motion of Mr. Thompson, seconded by Mr. Rockovich, the Board awarded Main Pool & Chemical, Inc. a 1-year contract to supply Ferric Chloride for a price of \$48.40/dry cwt. by a vote of 5-0.

AUDIT UPDATE

The audit is complete. The financial committee will meet prior to the April Authority meeting to discuss the financial statement with the presentation of the audit at the May 2020 meeting.

TREASURER'S REPORT

Transfers

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bill Payment List 3/20-A in the amount of \$183,746.22 was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$232,907.84 from the Revenue Account to the Operating Account (Payroll) was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$3,438.38 from the Cash Other Account to the Operating Account was approved 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$32,396.62 from the Credit Card Account to the Revenue Account was approved 5-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$1,381.05 was approved 5-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report.

ENGINEER'S REPORT

Authority Projects

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

Mearns Road (U.S. Navy) Water Main Extension – Mr. Ebert provided an update to the Board. The project is in the final stages. The work remaining is final paving and restoration and the punchlist inspection.

Moland House Water Main Extension/Grant Application – Mr. Ebert uploaded the bid to Pennbid. The bid is not active due to the restrictions related to Covid-19.

Wasteload Management Reports (Chapter 94) – Mr. Ebert provided an update to the Board. The report will be submitted by the March 31, 2020 deadline.

AUTHORITY REPORT

Operations – Executive Director

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

Mr. Sullivan discussed with the Board changing banks as well as obtaining a proposal for a line of credit with the Bank.

Administrative – Executive Director

Intermunicipal Agreement – Internship Program – On motion of Mr. Rockovich, seconded by Mr. McGowan, the Intermunicipal Agreement related to the Internship Program was approved by a vote of 5-0.

PA Small Water & Sewer Program Grant Resolution – On motion of Mr. McGowan, seconded by Mr. Thompson, the revised PA Small Water & Sewer Program Grant Resolution was approved by a vote of 5-0. The Board authorized Mr. Sullivan to sign the revised Resolution.

Developments – Executive Director

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. Thompson, seconded by Mr. Rockovich, and with a 5-0 aye vote, adjourned at 8:00 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority