

MINUTES OF THE REGULAR MEETING AUGUST 24, 2020 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular August 24, 2020 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:00 p.m. Chairman Paul Stavrides. The following Board members were present, Vice Chairman Stan 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. Thompson, seconded by Mr. McGowan, the Board approved the Meeting Minutes of July 27, 2020 by a vote of 4-0-1. Mr. Stavrides abstained from the vote.

Upon motion of Mr. Carlin, seconded by Mr. McGowan, the Board approved the Meeting Minutes of May 18, 2020 by a vote of 3-0-2. Mr. Thompson and Mr. Rockovich abstained from the vote.

PUBLIC COMMENT

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

TREASURER'S REPORT

Mr. Sullivan discussed with the Board the status of the delinquent accounts. The Board authorized to continue to waive late fees to as a result of COVID-19. The Board will discuss the continuation of waiving late fees on a monthly basis.

Transfers

On motion of Mr. Carlin, seconded by Mr. Rockovich, Bill Payment List 8/20-A in the amount of \$297,163.76 was approved by a vote of 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$262,968.18 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$2,795.08, from the Cash Other Account to the Operating Account was approved by a vote of 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$26,885.10 from the Credit Card Account to the Revenue Account was approved by a vote of 5-0.

On motion of Mr. Carlin, seconded by Mr. Rockovich, a transfer of \$84,000.50, for Navy Project Contract Payment #5 to Joao & Bradley Construction, from the Cash Other Account to the Operating Account was approved 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$2,282.13 was approved by a vote of 5-0.

On motion of Mr. Rockovich, seconded by Mr. McGowan, Professional Services Releases (TD Bank) for Warwick Village Commons (Tractor Supply) in the total amount of \$14,119.97 was approved by a vote of 3-0-2, Mr. Carlin and Mr. Thompson abstained.

On motion of Mr. Rockovich, seconded by Mr. McGowan, Escrow releases and professional service invoices (pending) in the amount of \$803.83 were approved 3-0-2, Mr. Carlin and Mr. Thompson abstained.

SOLICITOR'S REPORT

There was no Solicitor's Report for this meeting.

Warwick TVC-ARC, LP – Developer Agreement (Tractor Supply) – Upon motion of Mr. Rockovich, seconded by Mr. McGowan, the Board approved the Developer Agreement between the Authority and Warwick TVC, LP for the Warwick Commons Lot, Tractor Supply Project by a vote of 4-0-1 vote. Mr. Carlin abstained from the vote.

ENGINEER'S REPORT

Authority Projects

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

Mearns Road Water Main Extension – Mr. Ebert provided an update to the Board.

PA Small Water & Sewer Grant Application – Mr. Ebert provided an update to the Board. On motion by Mr. Carlin and seconded by Mr. McGowan, the Board accepted the Pa Small Water & Sewer Grant for the Mearns Road Water Main Extension, in the amount of \$200,000 by a vote of 5-0.

Act 537 Plan – Mr. Ebert provided a detailed review of the plan.

Developments

Tractor Supply – Mr. Ebert provided an update to the Board. He noted that repairs to the development's sewer lines will be performed as part of this phase of work.

Fetzer Tract – Mr. Ebert provided an update to the Board. Construction cost estimates have been reviewed by his office in preparation for the development agreement.

AUTHORITY REPORT

Operations – Executive Director

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

Administrative – Executive Director

Resolution # 2020-07 – Master Casting Agreement - Mr. Sullivan reviewed the Master Casting Agreement with the Board. On motion by Mr. Carlin and seconded by Mr. McGowan, the Board approved Resolution 2020-07, Master Agreement for Casting Agreement by a vote of 5-0.

Delinquent Accounts – Mr. Sullivan discussed with the Board various delinquent customer accounts, including commercial properties and the efforts being made to collect. Mr. Carlin requested an aging report be prepared for the Boards review at the September meeting.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Rockovich, and with a 5-0 aye vote, adjourned at 8:25 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority