

## **MINUTES OF THE REGULAR MEETING JUNE 22, 2020 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular June 22, 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, Secretary Kevin McGowan. and Assistant Secretary/Treasurer Edward Thompson. Treasurer Richard Carlin was excused from attendance. Vice Chairman Stanley Rockovich arrived at 7:10.

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

Michael Sullivan, Executive Director  
Lauri Halderson, Finance 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**

The Minutes for the May 18, 2020 Board Meeting were tabled.

### **PUBLIC COMMENT**

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

### **TREASURER'S REPORT**

#### **Transfers**

On motion of Mr. Thompson, seconded by Mr. McGowan, Bill Payment List 6/20-A in the amount of \$679,446.59 was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, a transfer of \$247,038.57 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, a transfer of \$12,145.52, from the Cash Other Account to the Operating Account was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, a transfer of \$32,179.57 from the Credit Card Account to the Revenue Account was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, a transfer of \$472,862.50, for Navy Project Contract Payment #4 to Joao & Bradley Construction, from the Cash Other Account to the Operating Account was approved 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, Bill Payment List 6/20-A in the amount of \$247,038.57 was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, Bill Payment List 5/20-B in the amount of \$86,028.55 was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, a transfer of \$86,028.55 from the Revenue Account to the Operating Account was approved by a vote of 4-0.

## **Releases**

On motion of Mr. Thompson, seconded by Mr. McGowan, Professional Services Releases (TD Bank) in the total amount of \$1,013.31 was approved by a vote of 4-0.

On motion of Mr. Thompson, seconded by Mr. McGowan, Professional Services Releases (TD Bank) for Warwick Village Commons (Tractor Supply) in the total amount of \$113.78 was approved by a vote of 3-0-1, Mr. Thompson abstained.

On motion of Mr. Thompson, seconded by Mr. McGowan, Escrow Final Construction Release for 2-2 Condominium (2049 Stout Drive) in the total amount of \$7,057.79, was approved by a vote of 4-0.

## **SOLICITOR'S REPORT**

There was no Solicitor's Report for this meeting.

Fetzer Tract – Mr. Rudolph provided an update to the Board. The Engineer and Developer are finalizing the development plan.

Ridings I & II - Mr. Rudolph provided an update to the Board.

## **ENGINEER'S REPORT**

### **Authority Projects**

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

Moland House Water Main Extension Project – The notice to proceed was issued June 11, 2020 noting substantial completion on December 7, 2020 and final payment on January 7, 2021. The notice to award was issued. The Engineer is waiting on the signed documents, bonds and certificate of insurance back from the contractor.

Mearns Road Water Main Extension – Mr. Ebert provided an update to the Board. The project is in the final inspection stage. The Authority Engineer and the Contractor are working through issues related to the PA One call issues and contractor change order requests.

PA Small Water & Sewer Grant Application – Mr. Ebert provided an update to the Board. The award has been moved to September 2020.

Act 537 Plan – Mr. Ebert provided an update to the Board. Conceptual designs have been submitted for Bridge Valley and Germinal Colony.

**Developments**

Tractor Supply – Ebert Engineering had a conference call with the developer and is reviewing revised plans.

**AUTHORITY REPORT**

**Operations – Executive Director**

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

**Administrative – Executive Director**

Delinquent Accounts – Mr. Sullivan discussed with the Board various delinquent customer accounts, including commercial properties and the efforts being made to collect.

**Developments – Executive Director**

**CHAIRMAN’S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Thompson, and with a 4-0 aye vote, adjourned at 8:00 p.m.

Respectfully submitted,

BY: \_\_\_\_\_  
Warwick Township Water and Sewer Authority