

**MINUTES OF THE REGULAR MEETING DECEMBER 20, 2021  
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular December 20, 2021 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, Treasurer Richard Carlin and Secretary Kevin McGowan. Vice Chairman Stan Rockovich and Assistant Secretary/Treasurer Edward Thompson were excused from attendance.

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

**MINUTES**

Upon motion of Mr. McGowan, seconded by Mr. Carlin, the Board approved the Meeting Minutes of November 22, 2021 by a vote of 3-0.

**PUBLIC COMMENT**

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor

**TREASURER'S REPORT**

Mr. Sullivan reviewed with the Board the December 2021 Financial Report and the current Accounts Receivable aging report and the status of the delinquent accounts.

**Transfers – Bill List 12/21-A**

On motion of Mr. McGowan, seconded by Mr. Carlin, Bill Payment List 12/21-A in the amount of \$149,640.63 was approved by a vote of 3-0.

On motion of Mr. McGowan, seconded by Mr. Carlin, a transfer of \$200,940.78 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 3-0.

On motion of Mr. McGowan, seconded by Mr. Carlin, a transfer of \$1,299.85 from the Cash Other to the Operating Account was approved by a vote of 3-0.

On motion of Mr. McGowan, seconded by Mr. Carlin, a transfer of \$46,389.59 from the Credit Card Account to the Revenue Account was approved by a vote of 3-0.

**Releases**

On motion of Mr. McGowan, seconded by Mr. Carlin, Professional Services Releases (TD Bank) in the total amount of \$6,211.25 was approved by a vote of 3-0.

Professional Services Releases (TD Bank) for Warwick Village Commons (Tractor Supply) in the total amount of \$660.69 was tabled.

Escrow releases and professional service invoices (pending) in the amount of \$4,867.50 were tabled.

**SOLICITOR'S REPORT**

Mr. Rudolph provided a brief update to the Authority Board.

**ENGINEER'S REPORT**

**Authority Projects**

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

DRBC Water Allocation Docket Application – The Application has been completed and was submitted to the DRBC.

Warwick Mill – Mr. Ebert provided an update to the Board and noted all punch-list work has been completed.

Sailor – Mr. Ebert provided an update to the Board. Easements for the project are currently under review.

Pucci Tract – Mr. Ebert provided an update to the Board.

**AUTHORITY REPORT**

**Operations – Executive Director**

Mr. Sullivan reviewed his report with the Board.

2022 WTWSA Board Meeting Schedule - Upon a motion of Mr. McGowan, seconded by Mr. Carlin, the Board approved the 2022 WTWSA Board Meeting Schedule as revised, by a vote of 3-0.

2022 WTWSA Fee Schedule - Upon a motion of Mr. McGowan, seconded by Mr. Carlin, the Board approved the 2022 WTWSA Fee Schedule, by a vote of 3-0.

**CHAIRMAN'S MINUTE**

Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Carlin, and with a 4-0 aye vote, adjourned at 7:40 p.m.

Respectfully submitted,

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