

MINUTES OF THE REGULAR MEETING MAY 24, 2021 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular May 24, 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, Secretary Kevin McGowan and Assistant Secretary/Treasurer Edward Thompson. Mr. Stan Rochovich was 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

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. McGowan, seconded by Mr. Rockovich, the Board approved the Meeting Minutes of April 26, 2021 by a vote of 3-0-1. Mr. Carlin abstained from the vote.

PUBLIC COMMENT

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

CHEMICAL BID

Soda Ash Dense Bid – Mr. Sullivan presented the bid results to the Authority Board members. After a tabulation of the bid results were reviewed, the following actions were taken by the Board. Upon a motion of Mr. McGowan, seconded by Mr. Carlin, the Board awarded Buckman's Inc., a 1-year contract to supply Soda Ash Dense for a price of \$12.52/50# bag, by a vote of 4-0.

TREASURER'S REPORT

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

Transfers – Bill List 5/21-A

On motion of Mr. McGowan, seconded by Mr. Thompson, Bill Payment List 5/21-A in the amount of \$207,696.22 was approved by a vote of 4-0.

On motion of Mr. McGowan, seconded by Mr. Thompson, a transfer of \$244,113.11 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 4-0.

On motion of Mr. McGowan, seconded by Mr. Thompson, a transfer of \$16,183.11 from the Cash Other to the Operating Account was approved by a vote of 4-0.

On motion of Mr. McGowan, seconded by Mr. Thompson, a transfer of \$34,700.97 from the Credit Card Account to the Revenue Account was approved by a vote of 4-0.

Releases

On motion of Mr. McGowan, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$6,190.12 was approved by a vote of 4-0.

On motion of Mr. McGowan, seconded by Mr. Thompson Professional Services Releases (TD Bank) for Warwick Village Commons (Tractor Supply) in the total amount of \$854.57 was approved by a vote of 3-0-1. Mr. Carlin abstained from the vote.

SOLICITOR'S REPORT

There was no Solicitor's Report for this meeting.

Rules and Regulations - Mr. Rudolph is working with Mr. Sullivan to revised the Authority Rules and Regulations. An updated Rules and Regulations will be presented to the Board at the June meeting.

ENGINEER'S REPORT

Authority Projects

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

Moland House – Mr. Ebert provided and update to the Board. Final Restoration is anticipated to be completed by the end of May. Mr. Ebert received the Small Water Grant Funds from the CFA, in the amount of \$65,965.00 and will forward to the Authority.

Act 537 Plan - Mr. Ebert provided and update to the Board.

Mearns Road (Navy) Project - Mr. Sullivan provided an update to the Board. Mr. Sullivan contacted Fitzpatrick's office to help facilitate the reimbursement from the US Navy for the Change Order and project costs related to the Mearns Road/Navy Project.

Warwick Village Commons – Mr. Ebert provided an update to the Board regarding the sewer line issues and possible resolutions.

Woodlands at Warwick – Final inspection has been completed. Checklist items have been discussed with the developer.

AUTHORITY REPORT

Operations – Executive Director

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

Administrative – Executive Director

1700 Almshouse Road PSA –Upon a motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Professional Service Agreement between the Authority and 1700 Almshouse Road, by a vote of 4-0.

2953 Bridge Street – Water Tapping Fee Application (1EDU) –Upon a motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Water Tapping Fee Application for 1 EDU for 2953 Bridge Street, by a vote of 4-0.

2020 Audit - Mr. Sullivan provided an update on the 2020 Audit to the Board.

Hartsville Water Grant – The DCED approved the transfer of the \$200,000 Hartsville Area Water Grant to Warminster Municipal Authority. The DCED required written approval from the Authority to transfer the funds to Warminster. All necessary correspondence has been submitted to the DCED.

Rate Study – Mr. Sullivan presented a water and sewer rate study to the Board showing this Authorities rates compared to the surrounding Authorities and Municipalities.

CHAIRMAN’S MINUTE

After Board discussion, the June Authority Meeting will be an in-person public meeting, held in the main meeting room at the Township Building.

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 8:27 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority