

## **MINUTES OF THE REGULAR MEETING OCTOBER 25, 2021 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular October 25, 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, Secretary Kevin McGowan and Assistant Secretary/Treasurer Edward Thompson, Vice Chairman Stan Rockovich and Treasurer Richard Carlin.

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

Michael Sullivan, Executive Director  
Ken Ferris, Rudolph Clarke LLC  
John Vito, P.E., Ebert Engineering

### **MINUTES**

Upon motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Meeting Minutes of September 27, 2021 by a vote of 3-0-2. Mr. Rockovich and Mr. Carlin abstained from the vote.

### **PUBLIC COMMENT**

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

### **TREASURER'S REPORT**

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

Presentation of the Draft 2022 Operating Budget – Mr. Sullivan provided a detailed review of the Draft Budget with the Board. On motion of Mr. Carlin, seconded by Mr. McGowan the Board approved the 2022 Operating Budget without a rate increase, by a vote of 5-0.

### **Transfers – Bill List 10/21-A**

On motion of Mr. McGowan, seconded by Mr. Rockovich, Bill Payment List 10/21-A in the amount of \$217,841.67 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, a transfer of \$240,033.53 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, a transfer of \$30,408.14 from the Cash Other to the Operating Account was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, a transfer of \$8,658.18 from the Credit Card Account to the Revenue Account was approved by a vote of 5-0.

## **Releases**

On motion of Mr. McGowan, seconded by Mr. Rockovich, Professional Services Releases (TD Bank) in the total amount of \$3,035.46 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich Professional Services Releases (TD Bank) for Warwick Village Commons (Tractor Supply) in the total amount of \$250.46 was approved by a vote of 4-0-1. Mr. Carlin abstained from the vote.

On motion of Mr. McGowan, seconded by Mr. Rockovich, Escrow releases and professional service invoices (pending) in the amount of \$801.31 were approved 3-0.

## **SOLICITOR'S REPORT**

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

Sailor Developer Agreement – The Agreement is complete and under staff review.

## **ENGINEER'S REPORT**

### **Authority Projects**

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

Sailor Tract – Mr. Vito provided an update to the Board. The revised plans have been requested from the Developer.

Fishcreek Waste Water Treatment Plant – Mr. Vito provided an update to the Board regarding the progress of the proposed project to be performed.

Warwick Village Commons – Mr. Vito provided and update to the Board.

Woodlands – Updated punch list and as-built review was provided to the Developer on October 5, 2021.

Kampus Klothes – Mr. Vito provided an update to the Board.

## **AUTHORITY REPORT**

### **Operations – Executive Director**

Mr. Sullivan reviewed his report with the Board.

Mr. Sullivan reviewed two proposals for a 12-month line of credit. The Board discussed the Authorities acquiring a line of credit potential for future capital projects. On motion of Mr. Carlin, seconded by Mr. McGowan the Board approved a no fee, \$3 million line a credit with First Bank of Newtown as presented, by a vote of 5-0.

**Administrative – Executive Director**

**CHAIRMAN’S MINUTE**

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 8:18 p.m.

Respectfully submitted,

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