

## **MINUTES OF THE REGULAR MEETING SEPTEMBER 27, 2021 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular September 27, 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 were excused from attendance.

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

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

### **MINUTES**

Upon motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Meeting Minutes of August 23, 2021 by a vote of 3-0.

### **PUBLIC COMMENT**

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

### **TREASURER'S REPORT**

The 2022 Draft Budget is in process and will be presented to the Board at the October meeting.

Mr. Sullivan reviewed a proposal for a 12-month line of credit. The Board generally discussed the Authorities debt, the possibly acquiring a line of credit and potential upgrades to the Fish creek Plant.

### **Transfers – Bill List 9/21-A**

On motion of Mr. McGowan, seconded by Mr. Thompson, Bill Payment List 9/21-A in the amount of \$207,380.78 was approved by a vote of 3-0.

On motion of Mr. McGowan, seconded by Mr. Thompson, a transfer of \$226,848.54 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. Thompson, a transfer of \$46,282.24 from the Cash Other to the Operating Account was approved by a vote of 3-0.

On motion of Mr. McGowan, seconded by Mr. Thompson, a transfer of \$52,695.25 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. Thompson, Professional Services Releases (TD Bank) in the total amount of \$1,272.44 was approved by a vote of 3-0.

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 \$929.17 was approved by a vote of 3-0.

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

### **SOLICITOR'S REPORT**

There was no Solicitor's Report for this meeting.

Rinding I & Ridings II – Mr. Ferris provided an update to the Board.

### **ENGINEER'S REPORT**

#### **Authority Projects**

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

Warwick Village Commons (Tractor Supply) – Mr. Ebert provided an update to the Board. Final punch list items have been provided to the contractor.

Warwick Mill – Mr. Ebert provided an update to the Board. Final punch list items have been provided to the contractor.

Woodlands – Mr. Ebert provided an update to the Board. Final punch list items have been completed. Final review is in process. Dedication is expected at the October meeting.

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

Navy Project – Mr. Ebert provided an update to the Board. Final punch list items have been completed. Final review is in process. Dedication is expected at the October meeting.

### **AUTHORITY REPORT**

#### **Operations – Executive Director**

Mr. Sullivan reviewed his report with the Board.

#### **Administrative – Executive Director**

### **CHAIRMAN'S MINUTE**

Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Thompson, and with a 3-0 aye vote, adjourned at 7:45 p.m.

Respectfully submitted,

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