

MINUTES OF THE REGULAR MEETING OCTOBER 24, 2022 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular October 24, 2022 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, Vice Chairman Stan Rockovich, Secretary Kevin McGowan and Assistant Secretary/Treasurer Edward Thompson. Treasurer Richard Carlin attended remotely (7 p.m. to 7:20 p.m.).

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. Rockovich, the Board approved the Meeting Minutes of September 26, 2022, by a vote of 5-0.

PUBLIC COMMENT

- A. Confirmed Appointments – None
- B. Public Comment - None

TREASURER'S REPORT

Mr. Sullivan reviewed with the Board the October 2022 Financial Report and the current Accounts Receivable aging report and the status of the delinquent accounts.

Presentation of the Draft 2023 Operating Budget – Mr. Sullivan provided a detailed review of the Draft Budget with the Board. On motion of Mr. McGowan, seconded by Mr. Carlin the Board approved the 2023 Operating Budget with a 5% rate increase, by a vote of 5-0.

Transfers

On motion of Mr. McGowan, seconded by Mr. Rockovich, Bill Payment List 10/22-A in the amount of \$313,558.65 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, a transfer of \$269,952.80 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 \$96,205.85 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 \$8,586.12 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 \$4,187.58 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, Escrow releases and professional service invoices (pending) in the amount of \$17,435.00 were approved by a vote of 5-0.

SOLICITOR'S REPORT

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

The Board entered an executive session at 7:40 to discuss personnel matters. The Board reconvened at 7:55 pm. No action was taken.

ENGINEER'S REPORT

Authority Projects

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

Fishcreek WWTP Update – Mr. Ebert provided an update and expected timeframes for the project to the Board.

Fishcreek Grant Applicaton - Mr. Ebert provided an update to the Board.

AUTHORITY REPORT

Operations – Executive Director

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

Warwick Mill – Escrow Release No. 3 – Reduction of the Letter of Credit to 15% of the Construction Certification – On motion of Mr. McGowan seconded by Mr. Rockovich, the Board approved Escrow Release No. 3, by a vote of 4-0.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Rockovich, and with a 4-0 aye vote, adjourned at 8:30 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority