

MINUTES OF THE REGULAR MEETING NOVEMBER 21, 2022 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular November 21, 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 Treasurer Richard Carlin. Assistant Secretary/Treasurer Edward Thompson was excused from attendance.

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

Michael Sullivan, Executive Director
Edward Rudolph, Rudolph Clarke LLC
Blake Romanowski, P.E., Ebert Engineering

MINUTES

Upon motion of Mr. Rockovich, seconded by Mr. McGowan, the Board approved the Meeting Minutes of October 24, 2022, by a vote of 4-0.

PUBLIC COMMENT

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

TREASURER'S REPORT

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

Mr. Sullivan reviewed with the Board the audit service proposals. On motion of Mr. Carlin, seconded by Mr. McGowan, the Board approved the Bee, Bergvall & Co. audit service proposal as submitted by a vote of 4-0.

Transfers

On motion of Mr. Carlin, seconded by Mr. McGowan, Bill Payment List 11/22-A in the amount of \$166,542.32 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$223,599.10 from the Revenue Account to the Operating Account (Payroll) was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$8,693.22 from the Cash Other to the Operating Account was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$46,751.71 from the Credit Card Account to the Revenue Account was approved by a vote of 4-0.

Releases

On motion of Mr. Carlin, seconded by Mr. McGowan, Professional Services Releases (TD Bank) in the total amount of \$2,651.24 was approved by a vote of 4-0.

SOLICITOR'S REPORT

There was no update to the Solicitor's report. Mr. Rudolph provided a brief update on Authority projects and the update to the Authority's Rules and Regulations.

ENGINEER'S REPORT

Authority Projects

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

Fishcreek WWTP Update – Mr. Romanowski provided an update and expected timeframes for the project to the Board. Mr. Sullivan noted that the structural engineer has submitted 30% design drawings to the Authority.

Fishcreek Grant Application - Mr. Romanowski provided an update to the Board. The application submission is due on December 21, 2022

Resolution 2022-08- FCWTP Grant Funding - On motion of Mr. McGowan seconded by Mr. Rockovich, the Board approved Resolution 2022-08, FCWTP Grant Funding, by a vote of 4-0.

AUTHORITY REPORT

Operations – Executive Director

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

Technology Update – Mr. Sullivan provided an update on the new website design progress as well as the implementation of the Invoice Cloud. Electronic Bill Presentment and Payment solution

Authorization to Replace the 1998 F-350 Crane Truck – On motion of Mr. Carlin seconded by Mr. Rockovich, the Board authorized the Executive Director to purchase an appropriate utility truck equipped with a crane to replace the Authority's existing 1998 utility truck, by a vote of 4-0.

PSA - Pulte Homes of PA, Limited Partnership - On motion of Mr. McGowan seconded by Mr. Rockovich, the Board approved the Professional Service Agreement between the Authority and Pulte Homes of PA, Limited Partnership, by a vote of 4-0.

First Nation Bank of Newtown – Account Setup – Mr. Sullivan provided an update to the Board.

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 8:09 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority