

MINUTES OF THE REGULAR MEETING APRIL 24, 2023 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular April 24, 2023 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, Treasurer Richard Carlin, Secretary Kevin McGowan and Assistant Secretary/Treasurer Edward Thompson.

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

Michael Sullivan, Executive Director
Lauri Halderson, Finance Director
Dan Ervin, Operations Manager
Edward Rudolph, Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering

MINUTES

Upon motion of Mr. Thompson, seconded by Mr. McGowan, the Board approved the Meeting Minutes of March 27, 2023, by a vote of 5-0.

PUBLIC COMMENT

A. Confirmed Appointments – 2022 Audited Financial Statement Presentation – Jennifer McHugh, CPA and Anastasia Devlin, Bee Bergvall & Co

Ms. McHugh presented the 2022 draft audited financial statements to the Authority Board of Directors. The Authority Finance Committee reported to the Board on their review process and provided a recommendation to the Board to approve the financial statements as presented. After a detailed discussion the following motion was made.

On motion of Mr. Carlin, seconded by Mr. McGowan, the Board accepted the auditor letters of opinion subject to review and approval of the modification for the additional accounting standards and adopted the Audited 2022 Financial Statement by a vote of 5-0.

B. Public Comment - None

REVIEW CHEMICAL BID – Ferric Chloride

The Authority Executive Director 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 by Mr. McGowan, seconded by Mr. Rockovich, the Board rejected the Ferric Chloride bid due to one bidder and re-advertise the Ferric Chloride bid for the May meeting, by a 5-0 vote.

TREASURER'S REPORT

Mr. Sullivan reviewed with the Board the April 2023 Financial Report and the current Accounts Receivable aging report and the status of the delinquent accounts.

Transfers

On motion of Mr. McGowan, seconded by Mr. Rockovich, Bill Payment List 4/23-A in the amount of \$622,367.16 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, Bill Payment List 4/23-B in the amount of \$382,906.55 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich a transfer of \$181,496.57 from the Revenue Account to the TD Operating Account (Payroll) 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 \$926.76 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 \$1,141.11 were approved by a vote of 5-0.

SOLICITOR'S REPORT

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

ENGINEER'S REPORT

Authority Projects

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

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

AUTHORITY REPORT

Operations – Executive Director

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

Fence Agreement – 1847 Brook Lane - On motion of Mr. McGowan seconded by Mr. Rockovich, the Board approved the Fence Agreement for 1847 Brook Lane, by a vote of 5-0.

Dark Hollow Booster Station - The Board discussed the transfer of the Dark Hollow Booster Station property to the Township. On motion of Mr. McGowan seconded by Mr. Rockovich, the Board authorized the Executive Director to transfer the property interest for a deed of easement for the current fenced in area of the property, by a vote of 5-0.

2000 F-350 Crane Truck - On motion of Mr. Rockovich seconded by Mr. McGowan, the Board ratified the sale of the 2000 F-350 Crane Truck on Municibid in the amount of \$5,600, by a vote of 5-0.

Resolution 2023-04 - On motion of Mr. Carlin seconded by Mr. McGowan, the Board adopted Resolution 2023-04, letter of resignation of Michael Sullivan, by a vote of 5-0.

Resolution 2023-05 - On motion of Mr. Carlin seconded by Mr. McGowan, the Board adopted Resolution 2023-05, the employment agreement for Lauri Halderson, by a vote of 5-0.

Resolution 2023-06 - On motion of Mr. Carlin seconded by Mr. McGowan, the Board adopted Resolution 2023-06, the employment agreement for Dan Ervin, by a vote of 5-0.

Assistant Secretary – The Board Tabled the vote on the Assistant Secretary.

Open Records Officer- On motion of Mr. McGowan seconded by Mr. Rockovich, the Board appointed Lauri Halderson as the Open Records Officer effective May 1, 2023, by a vote of 5-0.

CHAIRMAN’S MINUTE

A. 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 9:40 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority