

## **MINUTES OF THE REGULAR MEETING FEBRUARY 27, 2023 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular February 27, 2023 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, Treasurer Richard Carlin, Secretary Kevin McGowan and Assistant Secretary/Treasurer Edward Thompson. Vice Chairman Stan Rockovich was excused from attendance.

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. Thompson, seconded by Mr. McGowan, the Board approved the Meeting Minutes of January 23, 2023, by a vote of 3-0-1. Mr. Carlin abstained from the vote.

### **PUBLIC COMMENT**

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor – None

### **TREASURER'S REPORT**

Mr. Sullivan reviewed with the Board the February 2023 Financial Report and the current Accounts Receivable aging report and the status of the delinquent accounts. Mr. Sullivan provided an update on the 2022 Audit to the Board.

#### **Transfers**

On motion of Mr. Carlin, seconded by Mr. McGowan, Bill Payment List 2/23-A in the amount of \$1,695.76 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, Bill Payment List 2/23-B in the amount of \$325,145.46 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$385,745.46 from the Revenue Account to the TD Operating Account (Payroll) was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$385,745.46 from the TD Operating Account to the FNBN Operating Account (Payroll) was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$49,762.33 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 \$3,172.20 was approved by a vote of 4-0.

## **SOLICITOR'S REPORT**

Mr. Rudolph provided a brief update to the Authority Board. He specifically noted that the final draft of the updated Authority Policy Manual will be presented to the Board at the February meeting.

Resolution 2023-03- Warwick Townhomes (AKA Fetzer Tract) Developer Agreement with Pulte Homes- On motion of Mr. Carlin seconded by Mr. McGowan, the Board approved Resolution 2023-03- Warwick Townhomes Developer Agreement with Pulte Homes, including the Deed of Easements for Tax Parcel Numbers #51-005-022, 51-003-089 and 51-003-089-002, by a vote of 4-0.

## **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.

Resolution 2023-02- WTWSA Employee Handbook Revisions- The Board tabled the WTWSA Employee Handbook Revision Adoption to the March meeting.

Resolution 2023-01- Consortium of Municipal Entities- The Board tabled Resolution 2023-01 to the March meeting.

Eastern Environmental – Proposals for FCSTP Piping Modification - Mr. Sullivan provided an review of the Eastern Environmental Proposal to the Board. On motion of Mr. Carlin seconded by Mr. Thompson, the Board approved the Eastern Environmental proposal for the FCSTP Piping Modifications in the amount of \$378,550.00, by a vote of 4-0.

Worth & Company, Inc. – Proposals to Upgrade Exterior of the FCSTP - On motion of Mr. Carlin seconded by Mr. McGowan, the Board approved the Worth & Company, Inc. proposal to upgrade the exterior of the FCSTP in the amount of \$252,800.00, by a vote of 4-0.

**CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, upon motion of Mr. Carlin, seconded by Mr. Thompson, and with a 4-0 aye vote, adjourned at 8:55 p.m.

Respectfully submitted,

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