

MINUTES OF THE REGULAR MEETING MAY 22, 2023 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY

The regular May 22, 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:

Lauri Halderson, Finance Director
Dan Ervin, Operations Manager
Ken Ferris, 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 April 24, 2023, by a vote of 5-0.

PUBLIC COMMENT

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

REVIEW CHEMICAL BID –

Soda Ash Dense Bid – Mrs. Halderson 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 of Mr. McGowan, seconded by Mr. Rockovich, the Board awarded Northeast Chemical, a 1-year contract to supply Soda Ash Dense for a price of \$18.44/50# bag, by a vote of 5-0.

Ferric Chloride – Mrs. Halderson 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 of Mr. Rockovich, seconded by Mr. McGowan, the Board awarded Buckman's Inc., a 1-year contract to supply Ferric Chloride for a price of \$.84/lb, by a vote of 5-0.

TREASURER'S REPORT

Mrs. Halderson reviewed with the Board the May 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 5/23-A in the amount of \$125.18 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich, Bill Payment List 5/23-B in the amount of \$208,878.75 was approved by a vote of 5-0.

On motion of Mr. McGowan, seconded by Mr. Rockovich a transfer of \$4,684.27 from the Capital 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 \$4,657.99 was approved by a vote of 5-0.

SOLICITOR'S REPORT

Mr. Ferris 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. The Board discussed the timeframe of both the project and the grant process. In addition, the Board and staff discussed possible options for financing. The Board directed Mrs. Halderson to contact Chris Gibbons, Concord Financial Group to provide current rates and financing options to fund the project, if needed.

AUTHORITY REPORT

Operations – Executive Director

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

Fence Agreement – 2241 Sunrise Way - On motion of Mr. McGowan seconded by Mr. Thompson, the Board approved the Fence Agreement for 2241 Sunrise Way, by a vote of 5-0.

Resolution 2023-07 – Intergovernmental Agreement (Internship Program) - On motion of Mr. Carlin seconded by Mr. McGowan, the Board adopted Resolution 2023-07, Intergovernmental Agreement, pending adequate insurance coverage for the paid interns, 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. The Township will draft a Restricted use Deed and Agreement of sale for the property.

Dark Hollow Booster Station - Generator - The Board discussed selling the Generator at the Dark Hollow Booster Station. On motion of Mr. McGowan seconded by Mr. Rockovich, the

Board authorized the sale of the Dark Hollow Road Booster Station Generator on Municibid, with a reserve of \$8,000, by a vote of 5-0.

FCWTP Yard Pump, Valve Vault– Mr. Ervin discussed with the Board needed repairs to the FCWTP Yard Pump. On motion of Mr. Rockovich seconded by Mr. McGowan, the Board approved the MGK Industries, Inc. quote for the FCWTP valve vault pipe fitting and valve replacement, in the amount of \$24,000, by a vote of 5-0.

CCWTP Building Doors– Mr. Ervin discussed with the Board the MGK Industries, Inc. quote to replace the CCWTP Building Doors. No action was taken.

Internal Controls– Mrs. Halderson provided an update to the Board. Mrs. Halderson contacted three outside companies to provide quotes for monthly bank reconciliations to ensure separation of duties within the financial system. An update will be provided at the June meeting.

CHAIRMAN’S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. McGowan, seconded by Mr. Rockovich, and with a 5-0 aye vote, adjourned at 8:38 p.m.

Respectfully submitted,

BY: _____
Warwick Township Water and Sewer Authority