

## **MINUTES OF THE REGULAR MEETING MAY 20, 2024 WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular May 20, 2024 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: Secretary Kevin McGowan Treasurer Richard Carlin 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:

Lauri Halderson, Executive Director  
Dan Ervin, Director of Operations  
Edward Rudolph, Rudolph Clarke LLC  
Frederick Ebert, P.E., Ebert Engineering

### **MINUTES**

Upon motion of Mr. McGowan, seconded by Mr. Carlin, the Board approved the Meeting Minutes of January 22, 2024 by a vote of 4-0.

Upon motion of Mr. McGowan, seconded by Mr. Thompson, the Board approved the Meeting Minutes of April 22, 2024 by a vote of 4-0.

### **PUBLIC COMMENT**

A. Confirmed Appointments – 2023 Audited Financial Statement Presentation – Jennifer McHugh, Bee Bergvall & Co

Ms. McHugh presented the 2023 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.

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 2023 Financial Statement by a vote of 4-0.

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. Thompson, 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 4-0.

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. McGowan, seconded by Mr. Thompson, the Board awarded Coyne Chemical, a 1-year contract to supply Ferric Chloride for a price of \$5.7088/gallon by a vote of 4-0.

## **TREASURER'S REPORT**

Mrs. Halderson reviewed with the Board the May 2024 Financial Report, the current Accounts Receivable aging report and the status of the delinquent accounts.

### **Transfers**

On motion of Mr. Carlin, seconded by Mr. McGowan, Bill Payment List 05/24-A in the amount of \$328,179.02 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, a transfer of \$129,497.05 from the Capital Account to the Operating Account was approved by a vote of 4-0.

### **Releases**

On motion of Mr. Carlin, seconded by Mr. McGowan, Professional Services Releases (FNBN Bank) in the total amount of \$7,559.19 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, Escrow releases and the pending professional service invoice in the amount of \$7,039.23 was approved by a vote of 4-0.

On motion of Mr. Carlin, seconded by Mr. McGowan, payment request #1, in the amount of \$144,900 was approved by a vote of 3-0-1. Mr. Thompson abstained from the vote.

## **SOLICITOR'S REPORT**

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

## **ENGINEER'S REPORT**

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

## **AUTHORITY REPORT**

### **Operations – Executive Director**

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

Cornell- Authority Property-Campus/Mearns Road- The Board entered an executive session at 7:45pm to discuss matters of potential litigation. On motion of Mr. McGowan, seconded by Mr. Thompson, the Board directed the Authority Solicitor to notify A.H. Cornell to remove all equipment and materials from the Authority property by a 4-0 vote. The Board reconvened at 7:55pm.

**CHAIRMAN'S MINUTE**

A. Adjournment – There being no further business, the Board, on motion of Mr. McGowan, seconded by Mr. Thompson, and with a 4-0 aye vote, adjourned at 8:10 p.m.

Respectfully submitted,

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