

September 17,2019
MINUTES OF THE WARWICK TOWNSHIP MUNICIPAL AUTHORITY BOARD

Present Were: Board Members: Chairman Troy Clair, Jeff Tennis, Ed Stone, and Joyce Gerhart, Authority Manager Daniel Zimmerman, Assistant Township Manager Pat Barrett, Assistant Superintendent Jon Bunch, Solicitor William Crosswell, Consulting Engineer Steven Riley.

Call to Order

The meeting was called to order by Chairman Clair at 7:00 P.M.

Approval of Minutes

The **MINUTES** of the August 20, 2019 meeting were unanimously approved on a motion by Member Tennis seconded by Member Stone.

Treasurer's Report

The **TREASURER'S REPORT** was unanimously approved on a motion by Chairman Clair and seconded by Member Gerhart.

Payment of Bills

The **PAYMENT OF BILLS** was unanimously approved on a motion by Member Tennis, seconded by Member Stone.

Operating Funds

\$41,000 will be transferred from the **WATER OPERATING FUND** to General Disbursements for the operation of the Water System through October 15, 2019. \$207,000 will be transferred from the **SEWER OPERATING FUND** to General Disbursements for the operation of the Sewer System through October 15, 2019. Both transfers were unanimously approved on a motion by Chairman Clair, seconded by Member Gerhart.

Payment of Capital Expense

REQUISITIONS S271 - S275 in the amount of \$153,280.85 from the **Sewer Operating Account** were unanimously approved on a motion by Member Stone, seconded by Member Tennis.

Administrative Report

Mr. Zimmerman reported that:

- He is working on collective bargaining negotiations good through 2024.
- The Orchard Road Subdivision was presented to the Board of Supervisors and is now being redesigned.
- He met with Solicitor on updates to the Water System Rules & Regulations.

Operations/Maintenance Report

Mr. Bunch reported that:

- The water level transducer at Well # 2 failed in September and was replaced. Well level data will be reviewed at Well #2 upon confirming new transducer is reading the water levels correctly.
- USG continues to make repairs identified by Entech 's manhole evaluation report.

Solicitor's Report

Solicitor Crosswell reported the following:

- He met with WTMA staff regarding proposed revisions to the Water System Rules & Regulations.
- He reviewed the Trout, Ebersole & Groff audit engagement letters.

Engineer's Report

- Mr. Riley reported that United Zion has hired their own engineer to help with troubleshooting problems in their water system.
- Mr. Riley reviewed plans for the proposed 6th Street and Route 772 roundabout and the 6th Street and Woodcrest Avenue roundabout.

Board Members

Member Tennis announced that this could be his last WTMA Board meeting because he is seeking to fill a vacancy on the Township Board of Supervisors.

Projects

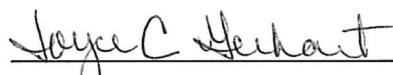
- A. D. Zimmerman discussed the commercial meter inspections and ways to improve accuracy of measuring water consumption.
- B. Manhole Projects/ Inflow & Infiltration Report – The Authority staff has identified the problem areas and is meeting with affected property owners to inform them about the proposed project.

Administrative Matters

- A. 2020 Budget – Budget will be presented at November meeting.
- B. Chairman Clair made a motion to accept the Audit engagement letter and authorization to prepare the DCED Annual report letter from Trout, Ebersole & Groff contingent upon approval of the engagement letters by B. Crosswell. Motion was seconded by Member Stone, passed unanimously.
- C. Board members were presented with the minimum municipal pension obligations for 2020.

Adjournment

With there being no more business to discuss, the meeting was **ADJOURNED** at 7:55 P.M. upon a motion by Member Tennis seconded by Member Stone. Passed unanimously



(Assistant) Secretary