

May 18, 2023
MINUTES OF THE WARWICK TOWNSHIP MUNICIPAL AUTHORITY BOARD

Present Were: Board Members: Joyce Gerhart, Mike LaSala, Randy Hess and Brent Kreider, Township Manager Brian Harris, Assistant Township Manager Pat Barrett, Solicitor William Crosswell, Consulting Engineer Steven Riley.

Call to Order

The meeting was called to order by Chairperson Gerhart at 7:00 P.M.

Approval of Minutes

The **MINUTES** of the March 21, 2023, meeting were approved on a motion by Member LaSala and seconded by Member Kreider.

Treasurer's Report

The **TREASURER'S REPORT** was unanimously approved on a motion by Member LaSala and seconded by Member Hess.

Operating Funds

\$32,767.92 was authorized for transfer from the **WATER OPERATING ACCOUNT** to General Disbursements. \$32,265.19 was authorized for transfer from the **SEWER OPERATING ACCOUNT** to General Disbursements. \$2,578.75 was authorized for transfer from the **DEVELOPER'S ESCROW ACCOUNT** to General Disbursements. All transfers were unanimously approved on a motion by Member LaSala and seconded by Member Kreider.

Payment of Capital Expenses

Payment of **Capital Expenses** in the amount of \$58,607.28 from the **PLGIT WATER FUND** was unanimously approved on a motion by Member LaSala seconded by Member Hess.

Payment of **Capital Expenses** in the amount of \$53,541.88 from the **PLGIT SEWER FUND** was unanimously approved on a motion by Member LaSala seconded by Member Hess.

\$36,788.75 from the **Sewer Grant Fund** was unanimously approved on motion by Member LaSala seconded by Member Hess.

Administrative

Mr. Harris reported that:

- He and Steve Riley received favorable recommendations from the Zoning Hearing Board regarding the Newport Road Tank Project. Next step is the Planning Commission and then to the Board of Supervisors for land development plan approval.

Operations/Maintenance Report

Mr. Bunch was not present at the meeting. His written report was submitted for the meeting which covered monthly activity for April 2023.

Solicitor's Report

Mr. Crosswell reported that:

- He prepared the Agreement which is on the Agenda between WTMA and United Zion Retirement Community providing reimbursement of engineering fees not exceeding \$58,825.00 for the new storage tank along Newport Road and Route 501. He also prepared a proposed draft Agreement for the same purpose with Lititz Borough.
- He worked with Steve Riley on the recommended language to be included in future final approval letters from Entech associated with developer plan reviews.
- He completed the response letter to the audit inquiry letter for the year ended December 31, 2022, received from Trout CPA.

Engineer's Report

Mr. Riley reported that:

- Entech received an update from the contractors on the Route 772 PennDot Water Main Relocation with a starting date of June 5th.

Old Business

- A. Member Hess made a motion to ratify and confirm operating and capital fund transfers made on April 18, 2023.
- B. Member Hess made a motion to ratify and confirm the payment of capital expenses made on April 28, 2023.
- C. Member Hess made a motion to ratify and confirm the Payment of Bills on April 18, 2023.
- D. Member Hess made a motion to ratify and confirm Payment Application #5 to Fidelity Contracting, LLC for the Pump Station 13 Replacement Project in the amount of \$50,423.36.

All motions for transfers and payments made on April 18, 2023 were seconded by Member LaSala and passed unanimously.

Correspondence

- A. Trout CPA will present the 2022 Audit at the June 20th meeting.
- B. Entech will report back at the June 20th meeting regarding pump alternatives for the Pump Station 13 Replacement Project. Entech to pursue written agreements with Barnes Pumps, the control panel supplier, and Fidelity Contracting and to follow up with Hydromatic Pumps and their supplier, Kappe Associates, to determine if the originally specified pumps could be provided as originally anticipated.

Subdivision/Land Development

- A. Member LaSala made a motion seconded by Member Kreider recommending approval of Owl Hill Road Subdivision (14 lots) final plan review letter dated April 18, 2023 issued by Entech subject to the conditions that the Applicant (and the Landowner if different) shall comply with all recommendations of Entech and with WTMA's standard conditions for development projects, all applicable WTMA Rates, Rules and Regulations, all applicable provisions of WTMA Developer's Manual, the requirements of Warwick Township, and any conditions imposed by the Board of Supervisors of Warwick Township with regard to this project. Motion passed with Member Hess abstaining.

New Business

- A. Member LaSala made a motion seconded by Member Kreider to approve the proposal from Tri-Star, Inc. for programming and SCADA integration services for the Pump Station 13 Replacement Project in the amount of \$32,450.00. Passed unanimously.
- B. Member LaSala made a motion seconded by Member Kreider to approve the proposal from Tri-Star, Inc for programming and SCADA integration services associated with the Nitrate Removal System Project in the amount of \$27,379.00. Passed unanimously.
- C. Member Hess made a motion seconded by Member LaSala to transfer \$500,000.00 from Sewer Operating Fund to PLGIT Prime. Passed unanimously.
- D. Member LaSala made a motion seconded by Member Kreider approve the Agreement between WTMA and United Zion Retirement Community providing the reimbursement of engineering fees not to exceed \$58,825.00 incurred by WTMA associated with the new water storage tank along Newport Road and east of Route 501. Passed with Chairperson Gerhart abstaining.
- E. Member LaSala made a motion seconded by Member Hess to approve audit proposal letter from Brown Schultz Sheridan & Fritz as Auditors for 2023-2025. Passed unanimously.
- F. Member Kreider made a motion seconded by Member LaSala to approve the revised proposal from MBA for tank inspection services associated with the Nitrate Removal System Project. Passed unanimously.
- G. Michael Garman's request to waive sewer charges for 2058 Main Street was denied on a motion by Member LaSala and seconded by Member Hess. Passed unanimously.
- H. Member Hess made a motion seconded by Member LaSala that the Board of the Authority adopt Resolution 5-18-23-1, updating check signers for Fulton Bank. Passed unanimously.
- I. Member Kreider made a motion seconded by Member LaSala to approve Payment Application #3 in the amount of \$21,791.85 to Blooming Glen Contractors, Inc. for the Newport Road Booster Pump Station Upgrade Project. Passed unanimously.
- J. Member Kreider made a motion seconded by Member LaSala to approve Payment Application #5 (final payment) in the amount of \$2,994.55 to Blooming Glen Contractors, Inc. for the Newport Road Booster Pump Station Upgrade Project. Passed unanimously.
- K. Member LaSala made a motion seconded by Member Hess to approve Payment Application #6 to Fidelity Contracting, LLC in the amount of \$36,788.75 for Pump Station 13 Replacement Project. Passed unanimously.
- L. Member LaSala made a motion seconded by Member Kreider to approve Payment Application #2 from Eastern Environmental Contractors for the Nitrate Removal System Rehabilitation Project in the amount of \$25,304.44. Passed unanimously.

Payment of Bills

The **PAYMENT OF BILLS** was unanimously approved on a motion by Member Hess and seconded by Member LaSala.

With there being no more business to discuss, the meeting was **ADJOURNED** at 8:30 P.M upon a motion by Chairperson Gerhart seconded by Member LaSala. Passed unanimously.

(Assistant) Secretary