

June 20, 2023
MINUTES OF THE WARWICK TOWNSHIP MUNICIPAL AUTHORITY BOARD

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

Call to Order

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

Guest Recognition & Public Comment

Megan Senkowski, CPA and Anne Horting, Senior Accountant from Trout CPA presented the 2022 Fiscal Audit.

Following the presentation by Trout CPA, Member LaSala stated that the required annual audit and financial report for the Authority had been prepared by a certified public accountant, presented at this meeting and discussed publicly and he then moved that the Authority accept the annual audit and financial report for the year ending December 31, 2022. The motion was seconded by Member Kreider. Passed unanimously.

Approval of Minutes

The **MINUTES** of the May 18, 2023, meeting were approved on a motion by Member Kreider and seconded by Member LaSala.

Treasurer's Report

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

Operating Funds

\$72,562.46 was authorized for transfer from the **WATER OPERATING ACCOUNT** to General Disbursements. \$277,243.17 was authorized for transfer from the **SEWER OPERATING ACCOUNT** to General Disbursements. \$3,017.15 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 Clair.

Payment of Capital Expenses

Payment of **Capital Expenses** in the amount of \$29,731.31 from the **PLGIT WATER FUND** was unanimously approved on a motion by Member LaSala seconded by Member Clair.

Payment of **Capital Expenses** in the amount of \$7,073.50 from the **PLGIT SEWER FUND** was unanimously approved on a motion by Member LaSala seconded by Member Clair.

Payment in the amount of \$62,162.84 from the **Sewer Grant Fund** was unanimously approved on motion by Member LaSala seconded by Member Clair.

Administrative

Mr. Harris reported that:

- He and Steve Riley received favorable recommendations from the Zoning Hearing Board and from Warwick Township Planning Commission regarding the Newport Road Tank Project. Item is on the Agenda for Warwick Township Board of Supervisors Meeting on July 19, 2023, for land development plan approval.

Operations/Maintenance Report

Mr. Bunch mentioned, in addition to his submitted written report covering May 2023, that PADEP issued a Statewide Drought Watch recommending voluntary water conservation.

Solicitor's Report

Mr. Crosswell reported that:

- He prepared proposed Resolution 06-20-2023-01 approving an Agreement between WTMA and Lititz Borough providing reimbursement of engineering fees not exceeding \$58,825.00 for the new storage tank along Newport Road and Route 501.
- He completed and issued the response letter to the audit inquiry letter for the year ended December 31, 2022, received from Trout CPA.
- He spoke with Pat Barrett about a Lien that was filed in 2015 for sewer charges, including tapping fees. This Lien was previously paid and satisfied.

Engineer's Report

Mr. Riley reported that:

- He and Brian Harris are continuing to work on the Newport Road Tank. Plans have been submitted to Warwick Township along with Lancaster County Planning Commission and Conservation District for approval.
- Entech received a confirmation letter from PADEP that the Chapter 94 Report submitted by Lititz Borough Authority was acceptable. The letter confirmed that WTMA is under a corrective action plan with targeted mitigation date of December 31, 2024. Entech will look into why the completion date was added.

Correspondence

- A. Discussion of Sewer Service Line Disconnection /Abandonment and on the on-going responsibility for the payment of sewer charges was tabled until the July 18,2023 meeting so that WTMA staff can prepare recommendations in writing for the Board.

Old Business

- A. Steve Riley stated that the pumps for the Pump Station 13 Replacement Project have arrived. They are still waiting on the control panels and are still working with the vendor on the anticipated delivery date.

Subdivision/Land Development

- A. Member Hess made a motion seconded by Member Kreider recommending approval of the Rock Lititz, 222 Touring Blvd (200 Rock Lititz Blvd) Preliminary/Final Land Development Plan review letter dated May 17, 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 's Developers 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 LaSala and Member Clair abstaining.

New Business

- A. Member Hess made a motion seconded by Member Kreider to approve Entech's Proposal regarding the Rock Lititz/Santo Domingo Creek Sewer Main Relocation Project. Passed with Member Clair and Member LaSala abstaining.
- B. Member LaSala made a motion to approve Entech's recommendation that DeTraglia Excavating & Landscaping, Inc. perform the work related to Pump Station #7 Sewer Repairs. Seconded by Member Kreider, passed unanimously.
- C. Member LaSala made a motion seconded by Member Hess to adopt Resolution 06-20-2023-01 approving the Agreement between WTMA and Lititz Borough for reimbursement by Lititz Borough of engineering expenses associated with Newport Road Water Tank Project not exceeding \$58,825.00. Passed unanimously.
- D. Member Kreider made a motion seconded by Member LaSala to approve Change Order #1 from Garden Spot Electric, Inc. in the amount of \$13,548.63 for Nitrate Removal System Rehabilitation Project. Passed unanimously.
- E. Member LaSala made a motion seconded by Member Kreider to approve Payment Application #2 from Garden Spot Electric, Inc. for the Pump Station 13 Replacement Project in the amount of \$62,162.84. Passed unanimously.
- F. Member LaSala made a motion seconded by Member Hess to approve Payment Application #3 from Eastern Environmental Contractors, Inc. for the Nitrate Removal System Rehabilitation Project in the amount of \$23,760.00. Passed unanimously.

Payment of Bills

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

With there being no more business to discuss, the meeting was **ADJOURNED** at 8:42 P.M upon a motion by Member LaSala seconded by Member Clair. Passed unanimously.

(Assistant) Secretary