

BCWSA



**MINUTES OF THE ANNUAL REORGANIZATION MEETING
BUCKS COUNTY WATER & SEWER AUTHORITY
JANUARY 15, 2025**

PRESENT: John Cordisco, Bryan Allen, Michael Schwartz, Raymond Richardson, Michael Fehrle

Benjamin W. Jones, CEO; Russell Dunlevy, P.E.; Steven Hartman, P.E.; Scott Holbert, Esquire; Jason Hillaert, CFO; Joe Pezzino, IT Admin. and Sarah Schaffer, Executive Assistant to the CEO

VISITORS:

CALL TO ORDER:

Mr. Cordisco, Chairman called the Annual Reorganization Meeting of the BCWSA to order at 9:30 am.

PLEDGE OF ALLEGIANCE

Those present, pledged allegiance to the Flag of the United States of America.

APPOINTMENT OF TEMPORARY CHAIRMAN:

Mr. Schwartz moved, Mr. Richardson seconded the motion to appoint the Solicitor, Scott Holbert, as temporary Chairman.

NOMINATIONS FOR OFFICE/ELECTION OF OFFICERS:

Mr. Holbert solicited nominations for the Offices of the Board of Directors of BCWSA. Mr. Allen motioned to nominate the officers as presented for 2025: Mr. John Cordisco, to the Office of Chairman; Mr. Bryan Allen to the office of Vice Chairman, Mr. Michael Schwartz, to the Office of Secretary; Mr. Raymond Richardson, to the Office of Treasurer and Mr. Michael Fehrle, to the Office of Asst. Secretary Treasurer.

The Solicitor closed the nominations and Mr. Allen's motion to nominate the officers as presented for 2025 was unanimously approved.

Mr. Holbert congratulated all the new officers and turned the meeting over to the Vice Chairman to conduct the remainder of the meeting.



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SIGNATORIES OF AUTHORITIES FUNDS:

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved any two of a group consisting of the Officers of BCWSA and/or the CEO and the CFO to be authorized to sign checks for BCWSA and escrow funds with Developers.

APPOINTMENTS:

Solicitors

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the reappointment of Flager and Associates as BCWSA's Solicitor for the Year 2025.

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the list of Solicitors for special projects and conflict work for the Year 2025 as outlined on the list attached to the Minutes.

Special Projects; Communication Support Services

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the reappointment of Ceisler Media Communications firm for special projects and communication support services for the Year 2025.

Bond Counsel

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the firm of Curtin & Heefner (Ernest Closer) as Bond Counsel for the Year 2025.

Engineers

Mr. Richardson moved, Mr. Schwartz seconded the motion that unanimously approved the reappointment of Gilmore & Associates as BCWSA Engineer for the Year 2025.

Mr. Richardson moved, Mr. Schwarz seconded the motion that unanimously approved the list of consulting engineers for special projects and conflict work for the Year 2025 as outlined on the list attached to the Minutes.

Mr. Schwartz moved, Mr. Richardson seconded the motion to keep the emergency contractors list as it is until the next Regular Board Meeting in February; at that time, the list will then be reassessed, and reappointments/appointments will be made.



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2025 Insurance Incumbents

Insurance Brokers

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the list of Insurance Brokers as outlined on the list attached to the Minute for the Year 2025.

Insurance Consultants

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved Insurance Buyers Council Inc. (Rick Schultz) as the Insurance Consultant for the Year 2025.

Accounting / Audit

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the firm of Zelenkofske and Axelrod as Auditor for the Year 2025.

Financial Investment/Advisors

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved RBC Capital Markets, LLC as Financial Investment Advisors for the Year 2025.

Special Projects

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the list of financial investment/advisors for special projects as outlined on the list attached to the Minute for the Year 2025.

CONFERENCES

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved attendance of Board Members and Management Employees at the Conferences for the Year 2025, as outlined on the list attached to the Minutes.

BANKING

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the reappointment of Fulton Bank as depository for Authority's accounts as outlined on the attachment and Truist Bank as the bank for investments/line of credits for the year 2025.



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MEETING SCHEDULE

Mr. Schwartz moved, Mr. Allen seconded the motion that unanimously approved that the Regular Board Meetings for the Year 2025 be held on the fourth 4th Wednesday of each month at 9:30 am.

ADJOURNMENT

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously adjourned the Meeting.

02.26.25

DATE



SECRETARY



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**2025 Approved Appointments
Attachment**

Solicitor:

Randall Flager, Flager & Associates

Special Projects/ Conflict Work

Jeffrey P. Garton, Esquire
Curtin & Heefner (Ernest Bucky Closser)
Grim Biehn & Thatcher (Matthew Hoover)
Hill Wallack David Truelove, Esquire
HMS Legal, LLP (Tom Sniscak)
Obermeyer, Rebmann, Maxwell & Hipple

Special Projects/Communication Support Services

Ceisler Media Communications

Bond Counsel:

Curtin & Heefner (Ernest Closser)

Engineer:

Gilmore & Associates (Russell Dunlevy, PE)

Special Projects/Conflict Work

Carroll Engineering Corp. (Steve Hartman)
Jones Engineering Associates (J. Jones, P.E)
ACRI Environmental Group
Gannett Fleming Engineers (Geo Decisions)
Pennoni Associates (M. Conallen)
Arro Engineering (Birmingham)
Remington and Vernick Engineers
T & M Associates Engineering
1SEO (Scott Fcasni) (Shock IT)

Emergency Contractors List

Staff/Eng. recommendations

Almeida & Hudak Contractors
R&S Generators Contractors
Joao & Bradley
Joseph Jingoli & Son



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Insurance Brokers:

USI (Royce Yeager)
CBIZ (Donna Tremblay)

Insurance Consultants:

Insurance Buyers' Council, Inc. (R. Schultz)

Accounting/Audit Incumbents

Zelenkofske & Axelrod

Financial Investment/Advisors: Incumbents

RBC Capital Markets LLC

Special Projects

PFM Asset Management, LLC (Kathy L. Whitman)
CBIZ (David Reid)

Authorize attendance of Board Members and Management Employees at 2025 Conferences:

American Water Works Association & Affiliates	(AWWA)
Water Pollution Control Federation	(WPCF)
Pennsylvania Municipal Authorities Assoc.	(PMAA)
Water Environment Federation & Affiliates	(WEF)
International Water Association	(IWA)
National Association of Water Companies	(NAWC)
National Association of Clean Water Agencies	(NACWA)
Society for Human Resource Management	(SHRM)
Government Officers Finance Association	(GFOA)

Reaffirm the following Banking Institution as the depository for Authority's Accounts as set forth below:

FULTON BANK

General Fund
Daily Deposit Revenue
NSC
HRA
Neshaminy Operating Account



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Payroll Account
Health & Welfare Checking Account
Sales of Service
Developers(s) Escrow

Fulton Trust

Sewer System and Water System (Each respectively)

Revenue Funds
Settlement Funds
Bond Redemption & Improvement Funds
Maintenance Reserve Funds
Debt Service Funds
Debt Service Reserve Funds
Debt Service Reserve Fund Restrictive Yield
Construction Funds
Bond Escrow Funds
Investment Collateral Funds

Investments/ Line of Credits (LOC)

Truist Bank (OPEB Trust)

Authorization to pay invoices before Board approval for the following:

Collective Bargaining Group Contract Obligations
Communication Infrastructure
Compliance with Regulating Agencies (DRBS, PA DEP, Etc.)
Computer, Billing Services, and Related Items
Customer Refunds
Emergency Repairs for Operations
Fuel Purchases
Insurance Policies
Ongoing Repairs & Maintenance
Operating Expenses Via Credit Card
Payroll and Related Items
Purveyors of Water and Sewage Treatment Services
Recurring Bills Under Contract
Utilities



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