

**MINUTES OF THE ANNUAL REORGANIZATION MEETING
BUCKS COUNTY WATER & SEWER AUTHORITY
JANUARY 11, 2022**

PRESENT: John Cordisco, Dennis Cowley, Bryan Allen and George Hutt
Benjamin W. Jones, CEO, Jeffrey P. Garton, Esquire, Russell Dunlevy
P.E., Scott Holbert, Esquire P.E.; Randal Flager, Esquire

VIA ZOOM: Patricia K. Poprik

CALL TO ORDER:

Mr. Cowley, Chairman called the Annual Reorganization Meeting of the BCWSA to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

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

APPOINTMENT OF TEMPORARY CHAIRMAN:

The Chairman of the Board of the Directors welcomed the new member to the Board and appointed the Solicitor, Jeffrey P. Garton as temporary Chairman.

NOMINATIONS FOR OFFICE/ELECTION OF OFFICERS:

Mr. Garton solicited nominations for the Office of Chairman. Thereafter, Mr. Allen moved, Mr. Hutt seconded the motion that nominated Mr. John Cordisco to the Office of Chairman. There were no other nominations, and Mr. Cordisco was unanimously elected Chairman.

Mr. Garton solicited nominations for the Office of Vice Chairman. Thereafter, Ms. Poprik moved, Mr. Hutt seconded the motion that nominated Mr. Bryan Allen as Vice Chairman. There were no other nominations, and Mr. Allen was unanimously elected Vice Chairman.

Mr. Garton solicited nominations for the Office of Secretary. Thereafter, Mr. Cordisco moved, Mr. Allen seconded the motion that nominated Ms. Poprik as Secretary. There were no other nominations, and Ms. Poprik was unanimously elected Secretary.

Mr. Garton solicited nominations for the Office of the Treasurer. Thereafter, Mr. Cordisco moved, Ms. Poprik seconded the motion that nominated Dennis Cowley for the Office of Treasurer. There were no other nominations, and Mr. Cowley was unanimously elected Treasurer.

Mr. Garton solicited nominations for the Office of Asst. Secretary/Treasurer. Thereafter, Mr. Cowley moved, Mr. Allen seconded the motion that nominated George Hutt for the Office of Asst. Secretary/Treasurer. There were no other nominations, and Mr. Hutt was unanimously elected Asst. Secretary/ Treasurer.

Mr. Garton congratulated all of the Officers and turned the meeting over to the new Chairman to conduct the remainder of the meeting.

SIGNATORIES OF AUTHORITIES FUNDS:

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

APPOINTMENTS:

Solicitors

Mr. Allen moved, Mr. Hutt seconded the motion that unanimously approved the appointment of Flager and Associates as the BCWSA's Attorney and the list of Solicitors for special projects and conflict work for the Year 2022, as outlined on the attachment.

Engineers

Mr. Allen moved, Mr. Cowley seconded the motion that unanimously approved the reappointment of Gilmore & Associates as BCWSA Engineer and the list of consulting engineers for special projects and conflict work for the Year 2022, as outlined on the attachment.

Insurance Brokers

Mr. Allen moved, Ms. Poprik seconded the motion that unanimously approved the list of Insurance Brokers as outlined on the attachment.

Insurance Consultants

Mr. Allen moved, Mr. Hutt seconded the motion that unanimously approved Insurance Buyers Council Inc., as the Insurance Consultant for the Year 2022.

Accounting / Audit

Mr. Cowley moved, Mr. Allen seconded the motion that unanimously approved the incumbent Richard Carlin, Zelenkofske and Axelrod as Accountant / Auditor for the Year 2022.

Financial Investment/Advisors

Mr. Cowley moved, Ms. Poprik seconded the motion that unanimously approved the incumbent Christopher Gibbons, Concord Public Finance as BCWSA's Financial Advisor and the list of advisors for special projects, as outlined on the attachment.

CONFERENCES:

Mr. Cowley moved, Mr. Allen seconded the motion that unanimously approved attendance of Board Members and Management Employees at the Conferences for the Year 2022, as outlined on the attachment.

BANKING:

Ms. Poprik moved, Mr. Cowley seconded the motion that unanimously approved Fulton Bank as depository for Authority's accounts as outlined on the attachment and Republic Bank as the Bank of record to hold and maintain Developers Escrow.

PAYMENT OF INVOICES:

Mr. Allen moved, Mr. Hutt seconded the motion that unanimously authorized the payment of invoices before Board approval as outlined on the agenda.

MEETING SCHEDULE:

Ms. Poprik moved, Mr. Allen seconded the motion that unanimously approved that the Regular Board Meetings for the Year 2022 be held on the second Tuesday of each month at 8:30 am and the fourth Monday of each month at 7:00 p.m.

ADJOURNMENT:

Mr. Cowley moved, Mr. Hutt seconded the motion that unanimously adjourned the Meeting.

1/25/2021
DATE


SECRETARY

NEXT REGULAR BOARD MEETING: IMMEDIATELY FOLLOWING

Attachment

1. Appointments of:

Solicitor:

2021 Incumbents

Jeffrey Garton, Begley, Carlin & Mandio

Special Projects/ Conflict Work

Curtin & Heefner (Ernest "Bucky" Closser)
Eastburn & Gray

2021 Incumbents

Special Projects/ Conflict Work

Fisher Broyles LLP (Thomas Jennings)
Grim Biehn & Thatcher (Matthew Hoover)
Flager & Associates (Randall Flager)
Fox Rothschild (Marcel Groen)
Hamburg, Rubin, Mullin, Maxwell & Lupin, P.C.
Hawke, McKeon & Sniscak (Tom Sniscak)
Joseph Pizzo & Associates, LLC
Rudolph Clarke, LLC
Obermeyer, Rebmann, Maxwell & Hipple

2021 Incumbents

Bond Counsel: Curtin & Heefner

2021 Incumbents

Engineer:

Gilmore & Associates (Russell Dunlevy, P.E.)

Special Projects/Conflict Work

Carroll Engineering Corp. (Steve Hartman, P.E.)
Jones Engineering Associates (Joseph E. Jones, PE)
Howard Woods & Associate, LLC
Gannett Fleming Engineers (Geo Decisions)
Pennonni Associates (M. Conallen)
Arro Engineering (West Vincent Service Area)
Cedarville Engineering (West Vincent Area)
Remington and Vernick Engineers
McCormick and Taylor (Patrick Guise)
T & M Associates Engineering
ISEO (Lance Bachmann)

2021 Incumbents

Insurance Brokers:

AON Insurance (Andrew Corrigan)
Brown & Brown (Rob Henry)

*2022**

Flager & Associates (Randall Flager)

Curtin & Heefner (Ernest "Bucky" Closser)

*2022**

Grim Biehn & Thatcher (Matthew Hoover)
Jeffrey Garton, Begley, Carlin & Mandio
Hill Wallack (Labor Attorney)
Hamburg, Rubin, Mullin, Maxwell & Lupin,
Hawke, McKeon & Sniscak (Tom Sniscak)
Joseph Pizzo & Associates, LLC

Obermeyer, Rebmann, Maxwell & Hipple

*2022**

Curtin & Heefner

*2022**

Gilmore & Associates (Russell Dunlevy)

Carroll Engineering Corp. (Steve Hartman)
Jones Engineering Associates (J. Jones, P.E.)
Howard Woods & Associate, LLC
Gannett Fleming Engineers (Geo Decisions)
Pennonni Associates (M. Conallen)
Arro Engineering (West Vincent Area)
Cedarville Engineering (West Vincent Area)
Remington and Vernick Engineers
McCormick and Taylor (Patrick Guise)
T & M Associates Engineering
ISEO (Lance Bachmann)

*2022**

AON Insurance (Andrew Corrigan)
Brown & Brown (Rob Henry)

Insurance Consultants:

Insurance Buyers' Council, Inc. (Rick Schultz)

2021

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

2022*

Accounting/Audit Incumbents

Richard Carlin, Zelenkofske & Axelrod

Richard Carlin, Zelenkofske & Axelrod

Financial Investment/Advisors: Incumbents

Chris Gibbons, Concord Public Finance

Chris Gibbons, Concord Public Finance

Special Projects

Incumbents

Public Investment Advisors – Pete Egan – (Bond Arbitrage)
Municipal Finance Partners, Inc. (Charles Friedlander)
(Actuary/OPEB)

Public Investment Advisors – Pete Egan –
Municipal Finance Partners (C. Friedlander)
(Actuary/OPEB)

4. Authorize attendance of Board Members and Management Employees at 2022 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)

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

FULTON BANK

2021

General Fund
Daily Deposit Revenue
NSC
HRA
Neshaminy Operating Account
Payroll Account
Health & Welfare Checking Account
Sales of Service
Developers (s) Escrow

Fulton Trust

2021

2022*

General Fund
Daily Deposit Revenue
NSC
HRA
Neshaminy Operating Account
Payroll Account
Health & Welfare Checking Account
Sales of Service
Developers (s) Escrow **Republic Bank**
Amy Osborn & Jennifer Bevier

2022*

Sewer System and Water System (Each respectively)

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

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

2021 Investments/Line of Credit (LOC)

Fulton Bank, Malvern Bank, PNC Bank & BB&T Bank
QNB and Univest (Line of Credit (LOC))

2022 Investments/ Line of Credits (LOC)

Fulton Bank, PNC Bank, Truist Bank
(formerly BB&T)
QNB and Univest (LOC)

6. 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