

BCWSA



**MINUTES OF THE ANNUAL REORGANIZATION MEETING
BUCKS COUNTY WATER & SEWER AUTHORITY
JANUARY 19, 2023**

PRESENT: John Cordisco, Patricia Poprik, Bryan Allen, George Hutt and Michael Schwartz

Benjamin W. Jones, CEO; Russell Dunlevy, P.E., Randall C. Flager, Esquire; and Scott Holbert, Esquire; Jason Hillaert, CFO; Nathaniel Rafalski, CTO and Anne M. O'Toole, Executive Assistant to the CEO

CALL TO ORDER:

Mr. Cordisco, Chairman called the Annual Reorganization Meeting of the BCWSA to order at 9:00 am.

PLEDGE OF ALLEGIANCE

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

Resolution No. 2023-01

Ms. Poprik moved, Mr. Hutt seconded the motion unanimously adopting BCWSA Resolution No. 2023-01 associated with setting the date for the Annual Meeting and amending the BCWSA-By-Laws for the purpose of electing officers for the ensuing year.

APPOINTMENT OF TEMPORARY CHAIRMAN:

BCWSA's Chairman welcomed the new member, Michael Schwartz to the Board of Directors and appointed the Solicitor, Randall Flager as temporary Chairman.

NOMINATIONS FOR OFFICE/ELECTION OF OFFICERS:

Mr. Flager solicited nominations for the Office of Chairman. Thereafter, Mr. Allen moved, Ms. Poprik 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. Flager turned the meeting back to Mr. Cordisco.



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The Chairman 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.

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

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

The Chairman solicited nominations for the Office of Asst. Secretary/Treasurer. Thereafter, Ms. Poprik moved, Mr. Allen seconded the motion that nominated Mr. Michael Schwartz for the Office of Asst. Secretary/Treasurer. There were no other nominations, and Mr. Schwartz was unanimously elected Asst. Secretary/ Treasurer.

Mr. Cordisco closed the nominations for officers.

SIGNATORIES OF AUTHORITIES FUNDS:

Ms. Poprik moved, Ms. Hutt 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

Ms. Poprik moved, Mr. Hutt seconded the motion that unanimously approved the reappointment of Flager and Associates as the BCWSA's Attorney and the list of Solicitors for special projects and conflict work for the Year 2023, that included Mr. Joseph Pizzo, Esquire for special projects as outlined on the list attached.

Engineers

Ms. Poprik moved, Mr. Allen 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 and the emergency contractors list for the Year 2023, as outlined on the attachment.



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Special Projects; Communication Support Services

Ms. Poprik moved, Mr. Hutt seconded the motion that unanimously approved the Ceisler Media Communications firm for special projects and communication support services.

Insurance Brokers

Ms. Poprik moved, Mr. Hutt 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 2023.

Accounting / Audit

Ms. Poprik moved, Mr. Allen seconded the motion that unanimously approved the firm of Zelenkofske and Axelrod as Auditor for the Year 2023.

Financial Investment/Advisors

Ms. Poprik moved, Mr. Hutt seconded the motion that unanimously approved RBC Capital as BCWSA's Financial Investment Advisor and the list of advisors for special projects, as outlined on the attachment.

Mr. Dan O'Brien from RBC Capital markets introduced himself and his colleagues to the Board of Directors. Mr. Cordisco congratulated the firm on the appointment of BCWSA Financial Investment Advisors and asked if the Board of Directors had any questions.

CONFERENCES:

Ms. Poprik moved, Mr. Allen seconded the motion that unanimously approved attendance of Board Members and Management Employees at the Conferences for the Year 2023, as outlined on the attachment.

BANKING:

Ms. Poprik moved, Mr. Hutt 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 for the year 2023.



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MEETING SCHEDULE:

Ms. Poprik moved, Mr. Allen seconded the motion that unanimously approved that the Regular Board Meetings for the Year 2023 be held on the fourth (4th) Wednesday of each month at 9:30 am.

ADJOURNMENT:

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

2-22-23
DATE

PK Poprik
SECRETARY

NEXT REGULAR BOARD MEETING: IMMEDIATELY FOLLOWING



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**2023 Approved Appointments
Attachment**

Solicitor:

Randall Flager, Flager & Associates

Special Projects/ Conflict Work

Jeffrey P. Garton, Esquire
Curtin & Heefner (Ernest Bucky Closser)

Special Projects/ Conflict Work

Grim Biehn & Thatcher (Matthew Hoover)
Hill Wallack David Truelove, Esquire
Hamburg, Rubin, Mullin, Maxwell & Lupin,
Hawke, McKeon & Sniscak (Tom Sniscak)
Joseph Pizzo & Associates, LLC
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
Howard Woods & Associate, LLC
Gannett Fleming Engineers (Geo Decisions)
Pennoni Associates (M. Conallen)
Arro Engineering (Birmingham)
Cedarville Engineering (West Vincent Area)
Remington and Vernick Engineers
McCormick and Taylor (Patrick Guise)
T & M Associates Engineering
ISEO (Lance Bachmann) (Shock IT)

**Emergency Contractors List
Staff/Eng. recommendations**

Joseph Jingoli & Son
Almeida & Hudak Contractors
R&S Generators Contractors
Allen Meyers

Insurance Brokers:

AON Insurance (Andrew Corrigan)
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

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

Authorize attendance of Board Members and Management Employees at 2023

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
Payroll Account
Health & Welfare Checking Account
Sales of Service
Developers(s) Escrow Republic Bank
Amy Osborn & Jennifer Bevier

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)

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

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
