

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REGULAR MEETING

January 28, 2014

The meeting was called to order by the Vice Chairman at 5:30 p.m. with the pledge of allegiance and stating the following: The meeting date was duly published in the South Jersey Times according to the Sunshine Law and a copy is posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

Roll Call:

Present: Mr. Rullo, Dr. Graham, Mr. Reed, Mr. Gatanis

Absent: Dr. Racite

Others Present: Mr. Rosenberger, Mr. Macconi

Approval of Properly Audited Vouchers:

On motion by Mr. Reed, seconded by Mr. Gatanis it was moved to accept the audited vouchers for payment.

RECORDED VOTE: Aye: Mr. Rullo, Dr. Graham, Mr. Reed, Mr. Gatanis

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Approval of Minutes:

On motion by Mr. Reed, seconded by Mr. Gatanis, it was moved to approve the minutes of the meeting of December 17, 2013.

RECORDED VOTE: Aye: Mr. Rullo, Dr. Graham, Mr. Reed, Mr. Gatanis

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Public Session

Richard Smith and 3 members of the PG VFW addressed the board with a request for their sewer bill to be waived/reduced. The PG VFW represents Penns Grove, Carneys Point and Oldman's Township. Mr. Smith distributed a letter from the lodge with a signed petition attached. The letter shows the demographics of the members and the average age by war. They are the only federally recognized veteran's organization representing this area.

The members have maintained the landscaping of the two lots of pump house #6. We have also had several sewer backups in our building which caused the install of a TWO TANK CHAMBER system at a cost of \$4250.00 in 2010. The system requires a solid removal every couple years at \$250.00. On December 29, 2013 the pump house quit pumping and there was sewer seeping from the man whole cover. Check valves were installed before the "new system" and the backups continued.

We now have a great organization the "American VETS Alliance" meeting at our post which is a great resource to aid veterans. We have supported the Wounded Warriors Project and other fundraising events.

The expenses of the VFW are growing and they are not sure how long the club will be able to remain open.

Mr. Rosenberger suggested designating a committee to investigate the rate structure and if something can be done. Dr. Graham explained we are legally regulated as to what we can do but the Board will review the situation.

Old Business

Gary Ave. and Howard St. Sinkhole-Mr. Gatanis explained the Township Committee approved to share the cost and reimburse the Sewerage Authority for half of the cost. The check will be forwarded shortly.

Correspondence

URS-Notification of Application Filing.

New Business

Dr. Graham asked if there any board members wanted to volunteer to work with Mr. Rosenberger on reviewing the rates etc. concerning the PG VFW. Mr. Reed and Mr. Rullo volunteered. They will report at the next meeting.

Reports

Solicitor's Report

Mr. Rosenberger had nothing new to report.

Engineer's Report

Mr. Margron did not attend the meeting.

Superintendent's Report

Mr. DeBlock did not attend the meeting.

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$178,476.75 and expenses of \$358,979.50. Expenses include \$269,900.83 payment for Sewer Spot Repairs.

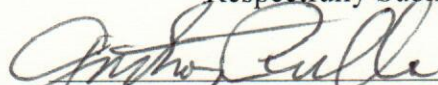
Closed Session

The meeting went into closed session.

Adjourn

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 5:55pm.

Respectfully Submitted,


Anthony Rullo, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REORGANIZATION MEETING

February 18, 2014

The meeting was called to order by the Solicitor at 5:30 p.m. with the pledge of allegiance and stating the following: The meeting date was duly published in the Today's Sunbeam according to the Sunshine Law and a copy is posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

The solicitor administered the oath of office to the new Board Member, Mr. Richard Gatanis, for a five-year term beginning February 1, 2014 through January 31, 2019.

Roll Call:

Present: Mr. Rullo, Dr. Racite, Dr. Graham, Mr. Gatanis

Absent: Mr. Reed

Others Present: Mr. Rosenberger, Mr. Margron, Mr. R. De Block, Mr. Macconi

On motion by Mr. Gatanis, seconded by Dr. Graham, it was moved to appoint all officers to retain the same positions.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Authority Chairman-Joseph Racite

Vice-Chairman-Albert Graham

Treasurer-Paul Reed

Secretary-Anthony Rullo

Alternate Treasurer/Secretary-Richard Gatanis

The meeting was handed over to the Chairman.

Approval of Properly Audited Vouchers:

On motion by Dr. Graham, seconded by Mr. Gatanis, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Approval of Minutes:

On motion by Dr. Graham, seconded by Mr. Rullo, it was moved to approve the minutes of the Meeting of January 28, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham

Nay: None

Abstain: Dr. Racite

MOTION CARRIED: 3-0-1

Old Business

PG VFW Rate reductions – Representatives from the PG VFW were in the audience and expressed their desire to have a rate reduction, as presented at the January 2014 meeting. Mr. Rosenberger explained this could be done by adopting a new rate class/category and having a public hearing and it must be based on something rational or contract with the VFW to continue to maintain the sewerage authority's property for a designated fee. This could in turn be used to pay their sewer service. A contract can be drawn up for signatures.

On motion by Mr. Gatanis, seconded by Dr. Graham, it was moved to enter into a contract with the PG VFW for the purpose of completing this agreement for \$880.00 per year.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

CPTSA Website – The Township has proposed the Authority add a page to their existing website and included the costs associated with this upgrade. The Authority will also be responsible for the cost of adding a security level to the current website to restrict the Authority personnel from making changes to other areas of the website. We have received a proposal from 1st Impression Design to create a completely new website just for the Authority. The cost of the package and annual charges are much less.

On motion by Mr. Gatanis, seconded by Mr. Rullo, it was moved to contract 1st Impression Design to create our new website.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Update on Plant Operator Hire – Mr. DeBlock explained the employment ad has been sent to the newspaper for publication. Applications/resumes must be submitted prior to March 10, 2014. Dr. Racite asked who would be doing the interviews. Mr. DeBlock will probably conduct the interviews with Mr. Macconi to handle benefit questions. Mr. Rullo will also attend the interviews.

Ranney Station Connection Fee and discharge rate – Mr. Margron explained that NJ American Water did a redesign of their facility and the current connection fee will now be \$3500.00. He explained that their request to flush 300,000 to 500,000 gals could be handled by an over the year average as had been handled in the past for other accounts. A one year review period could be used. A septic rate would be considerably higher than a yearly average. We do not have a current rate to handle this. The flush would be meter monitored. Mr. Margron will present the yearly average procedure to NJ American Water and report to the Board Members.

Correspondence

None

New Business

Resolution 2014-1 Maximum Connection Fee Allowable

Dr. Racite explained that Mr. Rollison notified the office the maximum connection fee for 2014 is \$4445.00. The public hearing to vote on the maximum connection fee for 2014 will be held March 18, 2014.

On motion by Dr. Graham, seconded by Mr. Gatanis, it was moved to hold the public hearing on March 18, 2014.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

On motion by Dr. Graham, seconded by Mr. Rullo, it was moved to accept Resolution 2014-2 through 2014-9.

Resolution 2014-2 Authorizing Depository

Resolution 2014-3 Authorizing Signatures

Resolution 2014-4 Acceptance of Cash Management Plan

Resolution 2014-5 Compliance with Open Public Meeting Act

Resolution 2014-6 Newspaper Publications

Resolution 2014-7 Professional Services by Certified Testing Laboratories

Resolution 2014-8 Tax Sale Authorization

Resolution 2014-9 Qualified Purchasing Agent

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Setting a spending approval threshold – Dr. Racite asked the other board members to consider setting a spending approval threshold for the Authority. His suggestion is to create an amount that needs only the approval by the Chair or in his absence the Deputy, and another figure that would require the entire board approval. Mr. DeBlock is working on information outlining various purchases during the year to help determine the thresholds.

Reports

Solicitor's Report

Mr. Rosenberger had nothing to report other than what has already been discussed.

Engineer's Report

Mr. Margron reported with the weather situation there hasn't been much activity on the lining project.

Superintendent's Report

Mr. DeBlock reported the UV disinfection continues to be supplemented with Sodium Hypochlorite to ensure permit compliance. We received the report from the UV manufacturer on the current ineffectiveness of the UV system and the frequent need to replace bulbs. At some point this system will have to be replaced. It is old and is not producing the UV efficiency.

An emergency eyewash station has been installed near the sodium hypochlorite storage tank and is in operation.

The Delaware Ave. Pump Station level control device has been upgraded to a pressure transducer.

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$152,354.39 and expenses of \$99,270.91.

Delinquent notices were mailed on January 31. 110 accounts from the delinquent list have already paid their unpaid balance.

Public Session

No one from the public wished to be heard.

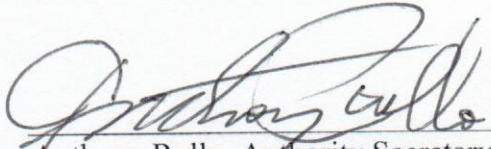
Closed Session

A closed session was not necessary.

Adjourn

On motion by Mr. Gatanis, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 6:32 pm.

Respectfully Submitted,



Anthony Rullo, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REGULAR MEETING

March 18, 2014

The meeting was called to order by the Chairman at 5:30 p.m. with the pledge of allegiance and stating the following: This meeting is being held in compliance with the Open Public Meeting Act. Advance notice of this meeting was given by way of the annual notice which was filed with the Carneys Point Township Clerk, forwarded to the South Jersey Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

Roll Call:

Present: Mr. Rullo, Mr. Reed, Dr. Racite, Dr. Graham, Mr. Gatanis

Others Present: Mr. Rosenberger, Mr. Margron, Mr. R. De Block, Mr. Macconi

Approval of Properly Audited Vouchers:

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes:

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to approve the minutes of the Meeting of February 18, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Old Business

CPTSA Website- Dr. Racite explained the website is complete and up and running. All required information has been loaded and available on the site. He requested we add a link to the Township website and vice versa.

PG VFW Grounds Keeping Agreement – Mr. Rosenberger advised that the agreement stipulates the VFW agrees to timely pay any outstanding sewer service charges before this agreement takes effect. Once the account is brought up to date and we receive the signed agreement it will be executed.

On motion by Mr. Rullo, seconded by Mr. Gatanis, it was moved to enter into a contract with the PG VFW for the purpose of completing this agreement for \$880.00 per year.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Setting a Spending Approval Threshold – Robert DeBlock has supplied an analysis of 2013 expenditures in excess of \$1000.00 for 2013. Dr. Racite explained that anything under \$5400.00 does not currently require a price quote. Mr. Gatanis agreed that the Board should be aware of some of the purchases before they are purchased. This does not include an emergency issue.

On motion by Mr. Reed, seconded by Mr. Gatanis, it was moved to notify the Chairman, in writing, of any purchases over \$3000.00 and under \$5400.00 excluding normal operating expenses and utilities.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Ranney Station Connection Fee and discharge rate – Mr. Margron explained that NJ American Water contacted him today. They asked if they bring in a check and a letter of intent would that be acceptable. Mr. Rosenberger advised that the check could be accepted and after looking at the fee schedule, and the recommendation of Mr. Margron, an additional category could be added.

Maximum Connection Fee Allowable – Dave Rollison has calculated the maximum connection fee to be \$4445.00 for this year. Dr. Racite asked for comments whether the connection fee should be adjusted.

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to increase the connection fee to \$4445.00, effective date to be the earliest date allowed by law.

Resolution 2014-10 to raise the connection fee to \$4445.00.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Dr. Graham, Dr. Racite

Nay: Mr. Gatanis

Abstain: None

MOTION CARRIED: 4-1-0

Correspondence

NJ DEP – letter to notify us that they have submitted an application for a permit to the NJ DEP land use regulation program.

New Business

Demand Response Program – Thomas Dickinson, from Energy by 5, presented a Demand Response Program (Revenue Program) for the Plant and/or Pump Stations to join for curtailing energy at *event times*. This program involves the plant receiving a notification of an upcoming electrical event. This program involves a payment to the Sewerage Authority for not putting additional electrical load or curtailing current usage. There is no cost to the authority. The plan starts June 1.

On motion by Mr. Gatanis, seconded by Mr. Rullo, it was moved to authorize Fred and Robert to give a recommendation and the Chairman is authorized to sign the contract if advised in that direction.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Audit of Purchasing Procedures – The auditors requested we add a sentence in the purchasing procedures concerning construction contracts due. Section 3 has been added to the procedures “Construction contracts due are paid within thirty days of receipt.” Mr. Margron had suggested we add “and approval” to the sentence.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to add “Construction contracts due are paid within thirty days of receipt and approval” to the Purchasing Procedures.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Sanitary Sewer Evaluation Study – Mr. Margron reported that a number of the aspects of the study have been completed (the smoke testing, analysis of the video inspection, flow metering.) An interim report has been submitted to the authority tonight. He would like to catch some of the 2014 construction fees with work that has to be done before we have to do emergency repairs. The report reflects the forced main at the 295 pump station has had 12 breaks in that line. He would like to line that entire stretch. A series of sewers in the alleys of Division, Walker, Jefferson and D Streets. These lines run under houses etc. He is recommending this area be the first phase to rehab. He would like to coordinate with our Bond Council, estimating the work at \$1,000,000.00, and would like to start on the design work. These sewers would be moved to the street from the alleys. This would be done with the Bond Anticipation Note that was part of the original bond. Mr. Rosenberger suggested we contact PCFA for financing.

On motion by Mr. Reed, seconded by Mr. Gatanis, it was moved to authorize Fred Margron to investigate the financing with the bond council and moving forward with the design work.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Rosenberger had nothing to report other than what has already been discussed.

Engineer's Report

Mr. Margron had nothing to report other than what has already been discussed.

Superintendent's Report

Mr. DeBlock reported the gravity sanitary main downstream of the Lafayette Pump Station has significant root intrusion and we are working with PCI to have this pipe included in the existing lining.

On March 11th, during regular inspections, authority staff discovered the 295 force main crossing Hollywood Ave. near the intersection of Hickory Ave. had a minor leak. In consultation with the Chairman an emergency was declared and a contractor was mobilized to make the repair.

There was a NJDEP compliance inspection of the collection system and treatment plant on February 25th.

We have one operator who is currently out of work as a result of a shoulder injury incurred during plant operations.

A request for Board acknowledgement of the March 11th emergency declaration for repairs to the Route 295 force main. Request Board authorization to charge the repairs to the renewal and replacement account.

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to charge the repairs to the renewal and replacement account.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$81,192.24 and expenses of \$96,235.17.

4th quarter consumption invoices totaling \$101,816.24 were mailed February 26th and will be due during the month of March.

Public Session

No one from the public wished to be heard.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to enter into closed session.

Closed Session

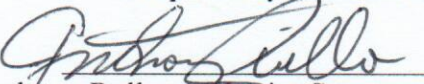
Personnel issues were discussed.

On motion by Dr. Graham, seconded by Mr. Rullo, it was moved to enter into public session.

Adjourn

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 7:16 pm.

Respectfully Submitted,


Anthony Rullo, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REGULAR MEETING

April 11, 2014

The meeting was called to order by the Chairman at 5:30 p.m. with the pledge of allegiance and stating the following: This meeting is being held in compliance with the Open Public Meeting Act. Advance notice of this meeting was given by way of the annual notice which was filed with the Carneys Point Township Clerk, forwarded to the South Jersey Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

Roll Call:

Present: Mr. Rullo, Mr. Reed, Dr. Racite, Dr. Graham, Mr. Gatanis

Others Present: Mr. Rosenberger, Mr. R. De Block, Mr. Macconi

Approval of Properly Audited Vouchers:

On motion by Mr. Reed, seconded by Dr. Graham, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes:

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to approve the minutes of the Meeting of March 18, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Old Business

Ranney Station Connection/Fee Agreement - Dr. Racite asked Mr. Rosenberger if the agreement had been completed for signature from NJ American Water. Mr. Rosenberger will continue working with Fred Margron and the NJ American Water representative to complete.

Bond Council - Dr. Racite explained that Craig Gargano will investigate funding for the new project of moving the sewer connections from the alleys to the street for certain streets. Craig will investigate funding by PCFA also. Craig will present his findings at a future meeting.

Demand Response Program – We have received notification from Mr. Tom Dickinson that we are not a candidate for this program.

Correspondence

Sickels & Associates – A letter advising a “Temporary” Certification of Occupancy for McLane Distribution Center was received from the Township Engineer.

Deepak Verma – A letter was received explaining that construction of a new convenience store was being added to the property at 129 North Virginia Ave. with the existing gas station and Laundromat. This letter was requesting the necessary requirements for sewer connection. Mr. DeBlock said he would reach out to Mr. Verma. If this is a new building on this lot he should apply for a new connection.

Sue Ann Leighty (Habitat for Humanity) – This letter was a request for a reduction in the connection fee for 372 Highland Ave. Mr. Rosenberger explained we do not have a special connection fee. This project does not fall under the affordable housing plan. Mr. DeBlock explained this is not an inspection fee but an actual connection to the sewer system. Mr. Rosenberger will explain the fee and we can direct them to him.

New Business

Resolution 2014-11 Cooperative Pricing Program. This is a program through Salem County for the provision and performance of goods and services.

On motion by Mr. Rullo, seconded by Mr. Reed, it was moved to adopt the resolution.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Rosenberger had nothing to report other than what has already been discussed.

Engineer's Report

Mr. DeBlock reported for Mr. Margron that the lining project is nearing completion.

Superintendent's Report

Mr. DeBlock reported the delivery of the new belt press control panel was delayed and is expected shortly.

The gravity sanitary main downstream of the Lafayette Pump Station was inspected under the existing lining contract. The condition of this main is such that the lining contractors are not prepared to include this work in the contract. The worse part of this runs under a property owners garage. We are currently evaluating alternative ways to mitigate the condition.

The lateral servicing 290 Bianca Ave. was repaired.

The lateral servicing 264 Birch was renewed from the main.

We have received a quote for the repair of the Line Street pump. It is not inexpensive. We are currently evaluating other alternatives including the purchase of another type of pump.

We have received the closeout letter for the NJDEP inspection of February 25, 2014.

The CPTSA staff has received harassment training.
PT samples have been received and will be analyzed by Authority staff for lab certifications.

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$258,533.28 and expenses of \$274,253.24. The expenses include the 1st installment payment of \$202,971.62 to Am-Liner East for the construction project.

The NJ American Water Ranney Station connection fee of \$24,500 was received since the last meeting.

The request to add a link to jump the township's website was sent to Marie Stout. It is on the agenda for their next meeting.

The grounds keeping agreement was sent to the PG VFW on 3/25/14.

Public Session

No one from the public wished to be heard.

On motion by Mr. Rullo, seconded by Mr. Reed, it was moved to enter into closed session.

Mr. Rosenberger excused himself from the meeting at this time.

Closed Session

Personnel issues were discussed.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to enter into public session.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to hire Barry Whitehead and Kevin Zeigler for positions of Plant Operators effective May 1, 2014 pending successful background checks, drug screening, physicals and personal references.

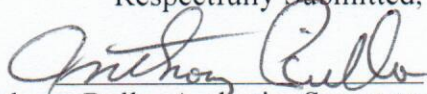
RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Adjourn

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 7:05 pm.

Respectfully Submitted,


Anthony Rullo, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REGULAR MEETING

May 20, 2014

The meeting was called to order by the Chairman at 5:30 p.m. with the pledge of allegiance and stating the following: This meeting is being held in compliance with the Open Public Meeting Act. Advance notice of this meeting was given by way of the annual notice which was filed with the Carneys Point Township Clerk, forwarded to the South Jersey Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

Roll Call:

Present: Mr. Rullo, Mr. Reed, Dr. Racite, Dr. Graham, Mr. Gatanis

Others Present: Mr. Rosenberger, Mr. Dave Rollison, Mr. Shawn Glynn, Mr. Margron, Mr. R. De Block, Mr. Macconi

Approval of Properly Audited Vouchers:

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes:

On motion by Dr. Graham, seconded by Mr. Reed, it was moved to approve the minutes of the Meeting of April 11, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Old Business

Dr. Racite noted there was a correction to the minutes of the March 18, 2014 meeting. It was noted in the minutes that Mr. Gatanis abstained from voting on Resolution 2014-10 (Increase in Connection Fee) when he actually voted no. This was a typographical error and corrected. The opening statement was also corrected because the wording was incorrect.

On motion by Dr. Graham, seconded by Mr. Gatanis, it was moved to correct and approve the minutes of the Meeting of March 18, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Bond Increase – Mr. Margron explained that there are a series of charges that have been allocated to the Bond Anticipation Note. There is a concern that the amount of the contract allocated to that Bond exceeds the total amount. Mr. Margron would like to review the charges

and report at the next meeting. There is a reduction in some of the contracts that have been awarded so it is not definite that the amount has exceeded.

Bond Council – Mr. Margron pointed out that as explained last year by Craig Gargano (Bond Council) there would be short term funding for the work that is being done now. When we have accumulated 2 or 3 of these bond anticipation notes we would convert the short term financing to long term financing and go from a bond anticipation note to a bond. Dr. Racite explained that each of the bond anticipation notes at \$1,000,000 would net about \$80,000 in interest. Mr. Margron will follow-up with the Bond Council for PCFA financing. The Bond Council has prepared a resolution to reimburse the Authority for expenses. This will allow Mr. Margron to capture the costs and hopefully move forward with issuing the bond.

On motion by Mr. Gatanis, seconded by Mr. Rullo, it was moved to adopt Resolution 2014-12 to reimburse the Authority for certain expenditures relating to the capital improvements of this project.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Ranney Station Connection/Fee Agreement – Mr. Rosenberger advised the agreement should not be signed at this time. NJ American Water would like a paragraph added that would allow the option to reduce the meter calibrations in future years. Once the agreement is revised and signed by NJ American Water the Chairman can sign on behalf of the Authority.

129 N. Virginia Ave. – Mr. DeBlock reported if they proceed with the construction of a new building this would constitute a new connection and a connection fee would be required. This is not a change of use issue.

Labor Agreement Corrections – Mr. DeBlock advised that the shop steward is meeting with the Business Agent over the weekend to review the typographical errors. The shop steward was aware that these were outstanding issues.

New Employee Status – Mr. DeBlock reported the two new employees are hard workers and motivated. They are being trained by the plant operators and they will be attending a “Lock out/Tag out” and “Confined Entry” class on Thursday. We will be looking forward to getting the camera rig out on a regular basis once everyone is trained and up to speed.

Correspondence

Sickels & Associates – A letter advising of a Certificate of Occupancy for McLane Distribution Center was received from the Township Engineer. There were no questions on the contents of the letter.

New Business

Annual Audit Report – Mr. Rollison reviewed the audit report for the members of the board. He explained there was an increase in surplus this year over what was anticipated. There are no findings this year. There are 7 discussion only issues. One issue is the possible overspending of the capital budget for the current projects. Mr. Margron explained that there will be

underspending on the two projects that have been awarded. Mr. Margron would like to review the final numbers. Mr. Rollison said that change orders for the projects may be necessary and the capital budget may need to be revised.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to accept the audit as presented.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Rosenberger presented a letter addressing an Open Public Records Act (OPRA) request for information in reference to his contract with the Authority. The request questioned the term of his contract. Mr. Rosenberger addressed the request in his letter. There was a question if his contract should have been for a one year term. He has found that the Authority cannot issue a multi-year contract for a solicitor. Mr. Rosenberger has offered to accept a modification to his contract amending it to make it effective through January 31, 2015. He is not sure if this should include the other professionals (Auditor, Engineer.) He will research further and advise.

Engineer's Report

Mr. Margron reported that the plant has had a period of electrical problems over the last two months. Some temporary measures have been taken to keep the plant running. Temporary electrical lines have been updated. With the recommendation of the electrical company that did the work, Fred would like to consult with an electrical engineer to see what appropriate action should be taken and report to the Authority.

On motion by Mr. Reed, seconded by Mr. Gatanis, it was moved to allow Mr. Margron to consult with an electrical engineer.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Superintendent's Report

Mr. DeBlock's report includes the north primary clarifier was taken down for inspection and returned to service. Everything is in good operating order. We have accepted delivery of the new belt press control panel. Quotes are being solicited for installation.

An eyewash station was installed for bisulfite delivery. This is a requirement of the chemical company drivers and good for our operators.

The East End pump station required some control panel modifications. The operators worked on the failures and then it was necessary to bring in Deltronics. Fall protection has been installed at the pump stations anticipating a JIF inspection. Franc Environmental was in to clean the wet wells at the Line St. and Hickory Pump Stations.

NJ American Water has completed their connection but there is no flow at this point.

We have received a quote for the repair of the Line St. pump. We have also solicited quotes for a direct replacement of a similar pump from a different manufacturer. We are not satisfied with the current pumps. We have not taken any action on the pumps but the repairs are estimated at \$10329 and a new pump is \$17000. Mr. DeBlock is recommending a quote for a pump from a different manufacturer. The pump is estimated at 7 years old.

A spot repair was made on the main located in the alley between C and D Streets. Video pipe inspection was conducted by authority staff, which as expected, revealed the pipe to be in poor condition.

We are pleased to report that Alexander Whittaker has successfully passed the S3 Wastewater Treatment Plant Operator Exam. That is a significant achievement. Passing rate is approximately 12%.

Mr. DeBlock requests authorization to identify the 1999 Dodge Ram as a surplus asset and authorization to be liquidated at public auction. Frank Hartman is investigating advertising on Govdeals.com.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved dispose of the Dodge Ram.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Mr. Gatanis questioned the sinkhole on Johnson Street. He turned it over to Gene Gilbert. Mr. DeBlock will look into the problem.

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$129,003.28 and expenses of \$114,538.81.

The request to add a link to jump to/from the Township's website was approved by the Township Committee at their April 16th meeting.

Quarterly billings for the 2nd and 3rd quarters will be mailed the first week of June.

Wells Fargo was notified of 35 sewer accounts that were delinquent. They agreed to make them current and sent a check for \$15,284.00.

Public Session

Tracy Joyce, representing the CP Senior Apartments, requested a change in the billing for this property. She was successful in getting a reduction in a property in Salem City. She does realize that there is a balance due and will be going to tax sale. She is trying to arrange financing to make the account current. They are currently paying \$110.00 per unit. Mr. DeBlock explained that they do not qualify for a senior rate because there is an income requirement for the senior rate. The other requirement is the property needs to be owned by a nonprofit organization. Tracy agreed they do not fit that requirement. It was explained, to Tracy, there was not a category in the rate schedule that fits her property for a reduced rate.

Mr. Rollison announced that he will be retiring soon and he thanked the Board for the many years he has worked with them. Dr. Racite read a thank you letter on behalf of the Board Members for his years of service.

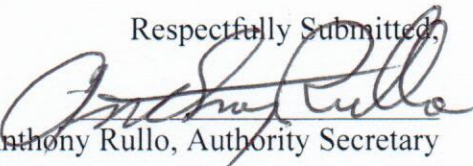
Closed Session

A closed session was not necessary.

Adjourn

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 6:35 pm.

Respectfully Submitted,



Anthony Rullo, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

REGULAR MEETING

June 17, 2014

The meeting was called to order by the Chairman at 5:30 p.m. with the pledge of allegiance and stating the following: This meeting is being held in compliance with the Open Public Meeting Act. Advance notice of this meeting was given by way of the annual notice which was filed with the Carneys Point Township Clerk, forwarded to the South Jersey Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building.

Roll Call:

Present: Mr. Rullo, Mr. Reed, Dr. Racite, Dr. Graham, Mr. Gatanis

Others Present: Mr. Rosenberger, Mr. Dave Rollison, Mr. Shawn Glynn, Mr. Craig Gargano, Mr. Margron, Mr. R. De Block, Mr. Macconi

Approval of Properly Audited Vouchers:

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes:

On motion by Dr. Graham, seconded by Mr. Gatanis, it was moved to approve the minutes of the Meeting of May 20, 2014.

RECORDED VOTE: Aye: Mr. Rullo, Mr. Reed, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Old Business

Notes Payable Expenditures Balance – Mr. Margron reviewed the expenditures included in the notes payable charges. Mr. Margron wants to review the Ricky Slade payment for spot repairs (Project 21) because he believes it includes a payment for approximately \$5000.00 that should be charged to another project. Mr. Gargano explained there was a reimbursement resolution and the reimbursement period covers the previous 60 day period of the adoption of the resolution. Mr. Margron said that there would be a savings because of the work changes made during construction. Mr. Rollison explained that change orders for the savings would be needed. Mr. Margron feels we should be well under the awarded amount of the project once these changes are processed.

Professional Contracts – Mr. Rosenberger submitted a letter explaining the term of the professional contracts with the Authority, in regard to an OPRA request, should only be for one year and the current contracts should be amended to cover the period through the end of January 2015. When The Carneys Point Sewerage Authority was created, it was not a “utilities

authority.” Since the township has not changed the sewerage authority into a utilities authority, all professionals are limited to one year contracts.

On motion by Dr. Graham, seconded by Mr. Rullo, it was moved to amend all professional contracts.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Ranney Station Connection Fee Agreement – Dr. Racite announced that the agreement was signed 5/29/14 and NJ American Water have started flushing their system. He asked Mr. Margron how many gallons have been flushed to date. Mr. Margron said they are going through their startup so the numbers wouldn't be reflective of their normal usage. The usage is being recorded daily by plant operators.

Labor Agreement Corrections – Mr. DeBlock said he had a conversation with the Union Business Agent and there is nothing to report at this time and he will continue working with him on the corrections.

1999 Dodge Ram Sale – Mr. DeBlock advised that Frank Hartman will advertise in GOVDEALS.com.

Correspondence

The Louis Berger Group – Route 130 pavement rehabilitation project. Mr. Margron has received the drawings and will be recommending any improvements that need to be made.

New Business

Resolution 2014-13 Annual Audit Report

The audit report was presented at the last meeting for review.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to accept the audit report.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2014-14 Authorizing the submission of an application to the NJ Local Finance Board for the approval of the Authority's Project Notes.

Mr. Gargano explained the Local Finance Board application will not be submitted until next month since we are still exploring finance options. The Local Finance Board has made a strong statement that Sewerage/Utility Authorities should finance through NJEIT (New Jersey Environmental Infrastructure Trust.) It is a beneficial program. If you finance through the state, 25% of your bond will be at the market rate for interest; 75% will be at 0% interest. The negative side of the program is application process is a time consuming process. Application needs to be made by Mid-October 2014 (application this October would be for the 2016 year.) When we go to the Local Finance Board hearing, they will want to know why we aren't going through the trust or make application through the trust. Dr. Racite asked if we have ruled out

financing through PCFA. Mr. Gargano said he is waiting to hear back from the Bond Council for PCFA. Mr. Gargano feels the best option may be through PCFA.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to authorize the application.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Education Enhancement for Mr. Macconi

Dr. Racite introduced an education enhancement for Mr. Macconi to attend a Municipal Finance Administration course. The course deals with budgeting and forecasting etc.

On motion by Mr. Rullo, seconded by Mr. Reed, it was moved to approve the course.

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Mr. Rullo stated that he had 6 residents request sewer connections on Harding Highway. Mr. Margron explained that the construction of sleeves and gravity lines would be needed before this could be done. Dr. Racite asked if Mr. Margron could submit an estimate at the next meeting for the construction of the sleeves and sewer. If this is completed it would require anyone within 225 feet to connect.

Reports

Solicitor's Report

Mr. Rosenberger had nothing further to report.

Engineer's Report

Mr. Margron reported the permit from the state for the Bay and J Streets project was received. He requested authorization to put the project out to bid.

On motion by Mr. Reed, seconded by Mr. Rullo, it was moved to authorize the bid process for the Bay and J Streets project.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Reed, Mr. Rullo, Mr. Gatanis, Dr. Graham, Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Superintendent's Report

Mr. DeBlock reported the new operators are working out well and we are substituting training through the Cumberland County Utility Authority. This is being done at no cost to the Authority.

The average daily flow for the month of May was 1.46 MGD. Average daily flow for the month of June has been 1.05 MGD.

We have accepted delivery of the new Flygt Pump for the Line Street Pump Station.

The pumps at the Delaware Ave. Pump Station have been returned to service.

New suction valves have been installed at the Line Street Pump Station.

The JIF inspection was conducted on May 22nd. Additional signage is required for the diesel tanks at the pump stations.

A spot repair was made on the main located in the alley between C and D Streets. Video pipe inspection was conducted by authority staff, which as expected, revealed the pipe to be in poor condition.

Business Office Report

Mr. Macconi's report reflects monthly revenue of \$103,518.49 and expenses of \$108,456.14.

Quarterly billings for the 2nd and 3rd quarters were mailed June 3rd. Postage for the mailing was \$1069.18.

Public Session

No one from the public wished to be heard.

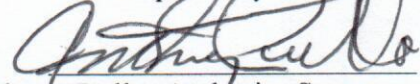
Closed Session

A closed session was not necessary.

Adjourn

On motion by Mr. Gatanis, seconded by Mr. Rullo, it was moved to adjourn the meeting at approximately 6:06 pm.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'Anthony Rullo', written over a horizontal line.

Anthony Rullo, Authority Secretary