

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
July 19, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

Present: Present: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Others Present: Mr. Telsey, Mr. Biermann, Mr. DeBlock, Mr. Todd

Payment of Vouchers

On motion by Mr. Gatanis, second by Mr. Newton, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes

On motion by Dr. Racite, second by Mr. Pelura, it was moved to approve the minutes of the meeting of June 16, 2016.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Rullo
Nay: None
Abstain: Mr. Gatanis, Mr. Newton

MOTION CARRIED: 5-0-2

Old Business – None.

Correspondence

Letter & Settlement Agreement dated June 30, 2016 from NJ Dept. of Environment Protection – Mr. DeBlock explained this involves a sample violation from November of 2014 regarding an oil and grease reading that exceeded the State's limit. The high reading is impossible to explain and very unusual; could be sampling error, lab error, etc. The settlement involves a \$1,000 payment to the State. On motion by Mr. Gatanis, second by Mr. Newton, it was moved to authorize signing the settlement and paying the \$1,000 fine.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

New Business

Presentation by Land Dimension (see letter from LAND Dimensions re. Melita Farm and response from Sickels & Associates – Mr. Biermann explained he received letter from Larry DiVietro requesting that the Authority endorse proposed amendment to the Salem Co.

Wastewater Management Plan for inclusion of the Melita Farm. Mr. Biermann introduced Mr. DiVietro, planner for Land Dimensions, who explained that the Township has approved zoning change to light industrial. Land Dimensions would like to now market the property; seeking Authority's endorsement of amendment to County's wastewater plan. Mr. DiVietro also mentioned possible added future flow might exceed plant's capacity; approvals are on a "first come, first serve" basis and this particular development should not exceed capacity limits. Mr. DiVietro stated that an escrow will be established if necessary. Mr. Pelura pointed out that sewer service is already provided to adjacent farmhouse. On **motion** by Mr. Pelura, second by Mr. Gatanis, it was moved to endorse proposed amendment to the Salem County Wastewater Management Plan for inclusion of the Melita Farm (block 29, lots 7 & 8) conditioned on approval by Salem County and NJDEP. Mr. DiVietro indicated they will now seek approval from the County.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-36: Authorizing the Issuance and Sale of its Sewer Project Notes, Series 2016, in the Principal Amount of up to \$880,000.00

On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adopt Resolution 2016-36.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reviewed items in his report:

Regarding electrical system upgrade, Mr. Biermann thanked Board for approving second payment to contractor. There will be a lull in activity now until pumps come in.

Bids are being accepted now for the Phase 2 Sewer Replacement project.

Regarding the E Street sanitary sewer replacement, they are paving this week, so are almost finished.

Regarding UV disinfection system, we received a draft preliminary permit from the State that Mr. DeBlock will discuss.

Working to get air quality permits on the generators that need them.

Superintendent's Report

Mr. DeBlock reviewed items in his report:

The RBC 2B remains offline. Gearbox was replaced but much noise was generated upon startup. Manufacturer's review is pending.

Average daily flow for June was down: 0.91 MGD. Average daily flow for July is 0.61 MGD which is down due to lack of rain.

Odor control units at pump stations have been serviced.

Right-to-Know reporting has been filed with the Department of Health.

Required equipment programming updates for alarm systems have been ordered.

Mr. Hartman has received pricing (State contract) on the Hach DR3900 desktop spectrophotometer. Cost is about \$6,800. Will pay for itself within 2 years due to ability to do in-house testing rather than pay for it.

We received preliminary draft permit from DEP to review and comment on. Chlorine limits have been increased but not enough to solve our chlorine measurement issue. Our equipment cannot measure down low enough to meet the requirement. Need to wait for draft permit before we can respond. Suggest Board authorize our Engineer to begin working on draft response to DEP to upgrade their chlorine concentration requirement by .03 parts per million. On motion by Mr. Gatani, second by Mr. Newton, it was moved to authorize Engineer to work on response to DEP regarding chlorine concentration requirement.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Business Office Report

Mr. Todd's report reflects June monthly revenue of \$322,146.96 and expenses of \$237,914.31.

Mailed the 2nd quarter consumption bills last week (23 accounts for \$101,303.23).

Mr. Mike Avalone our Risk Manager from Conner Strong, provided updates to our Personnel Policies and Procedures Manual. The JIF is requiring that all members adopt them. The updates will be on the agenda for adoption at our August meeting.

Public Session

No one from the public wished to be heard.

Dr. Racite discussed the \$550,000.00 shortfall to pay for the Phase 2 Sewer project discussed at last meeting; we passed a budget amendment to cover this shortage from our surplus. Dr. Racite suggested the Board consider asking the Township to issue a note for these funds, and the Authority would pay the Township back over ten years. Reason for this action would be to preserve our surplus; much easier for Township to borrow the money than the Authority. There were no objections to Dr. Racite discussing this option with the Council at tomorrow night's meeting.

Resolution 2016-37 Authoring Executive Session – On motion by Mr. Gatanis, second by Dr. Racite, it was moved to adopt Resolution 2016-37 and enter executive session at 6:15 p.m. to discuss the union contract.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

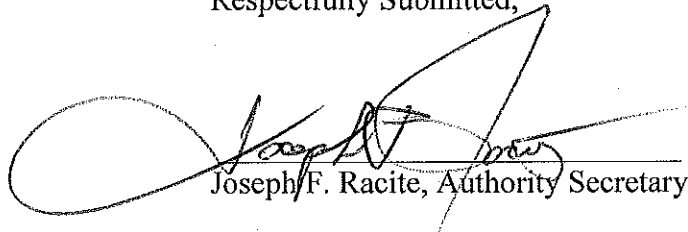
Closed Session

On motion by Mr. Pelura, second by Mr. Gatanis, it was moved to return to open session at 6:23 p.m.

Adjourn

On motion by Dr. Racite, second by Mr. Newton, it was moved to adjourn the meeting at approximately 6:23 p.m.

Respectfully Submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP
SEWERAGE AUTHORITY MEETING
EXECUTIVE SESSION MINUTES
July 19, 2016

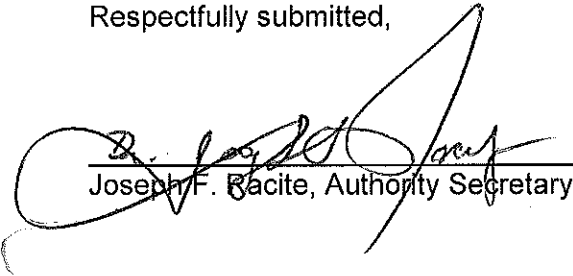
The meeting was called into executive session at 6:15 p.m.

PRESENT: Mr. Rullo, Dr. Racite, Mr. Newton, Mr. Gatanis, Mr. Pelura
Also Present: Solicitor A. Telsey, Mr. R. DeBlock, Mr. E. Biermann, Mr. J. Todd

Dr. Racite reported that union wants 2%/ 2%/ 2% and does not want current health benefit savings payment percentage to change; they have filed to the State for an impasse. There was agreement to authorize Dr. Racite to negotiate with the union on the salary offer up to 2%/ 2%/ 2%.

Adjourned at 6:23 p.m.

Respectfully submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
August 16, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

Present: Present: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo
Others Present: Mr. Telsey, Mr. Biermann, Mr. DeBlock, Mr. Todd

Payment of Vouchers (This vote took place immediately after change order was approved).

On motion by Mr. Pelura, second by Mr. Newton, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes

On motion by Mr. Newton, second by Mr. Pelura, it was moved to approve the minutes of the meeting of July 19, 2016.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Rullo
Nay: None
Abstain: Mr. Gatani, Mr. Newton

MOTION CARRIED: 5-0-2

Old Business – None.

Correspondence

Motion: Change order for Route 295 Pump Station Force Main Rehab – Mr. Biermann explained this is a reduction of \$34,390.00 and also approves final payment on the Route 295 Pump Station Force Main Rehab project. On motion by Mr. Gatani, second by Mr. Newton, it was moved to approve the change order and final payment to Tri-State Grouting.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

New Business

Resolution 2016-38: Making Revisions to Personnel Policies and Procedures Manual

In response to question by Dr. Racite, Mr. Telsey explained this is required by our JIF and that he has reviewed the revisions and has no problem with them. On motion by Dr. Racite, second by Mr. Newton, it was moved to adopt Resolution 2016-38.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-39: Awarding Phase 2 Sanitary Sewer Improvements Project

Mr. Biermann explained that three bids were received and opened on August 5th and the low bid was from Pioneer Pipe Contractors for \$521,007.00. Mr. Biermann reported he has good experience working with Pioneer Pipe. On motion by Mr. Gatanis, second by Mr. Newton, it was moved to adopt Resolution 2016-39.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reviewed items in his report:

Air quality permits are in for the generators that require them. For the remainder of the generators which are below the permitting threshold, S&A has provided statements to post at each facility confirming that the generator at that location does not need permitting.

Received a new application for service from NFI for 9 Gateway Boulevard. Waiting for additional escrow to be posted by the applicant prior to initiating the review.

Ray Aquino from Matrix Development is working on plans for work on opposite side of Straughns Mill Road; may be seeing something soon on this project.

Regarding the E Street sanitary sewer replacement, contractor has completed nearly all sanitary sewer construction, and the new mains are in service. One existing manhole on E Street was found to need rehab. S&A has requested that Mount Construction provide a proposal for the rehab work. Mount Construction has noted they have a concern regarding the excavated soil; this is being investigated by S&A.

Superintendent's Report

Mr. DeBlock reviewed items in his report:

Flows remain low. Average daily flow for July was 0.69 MGD. Average daily flow for August to date 0.71 MGD.

The RBC 2B remains offline. Gearbox was returned for evaluation.

Plant employees reset a manhole rim and cover behind F Street.

Franc Environmental cleaned the wet wells at Hickory, Line Street, Layton Lakes, Game Creek, and East End pump stations.

JIF inspection was completed; recommendations pending.

Alarm systems updates have arrived; programming will be completed by Authority staff.

Something came up today that is not on this report: the generator at Hickory is having problems. We will wire in a temporary generator to be on the safe side. It's an old system. Frank Hartman is getting quotes in case it has to be replaced.

Business Office Report

Mr. Todd's report reflects July monthly revenue of \$211,365.98 and expenses of \$224,180.71 (includes \$80,000 payment to township).

Public Session

No one from the public wished to be heard.

Resolution 2016-40 Authoring Executive Session – On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to adopt Resolution 2016-40 and enter executive session at 5:48 p.m. to discuss the union contract and non-union employee.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Closed Session

On motion by Mr. Pelura, second by Dr. Racite, it was moved to return to open session at 5:57 p.m.

Motion: Authorizing Pay Increase for Business Administrator – On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to approve a 2% pay increase, effective August 1, 2016, for Business Administrator Todd.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Motion: Approving Signing of New Contract with Teamsters – On motion by Mr. Pelura, second by Dr. Racite, it was moved to approve Authority's signing new contract with Teamsters Local Union No. 676 with 2%/ 1.75%/ 2% pay increases and other changes as reported by Dr. Racite in executive session.

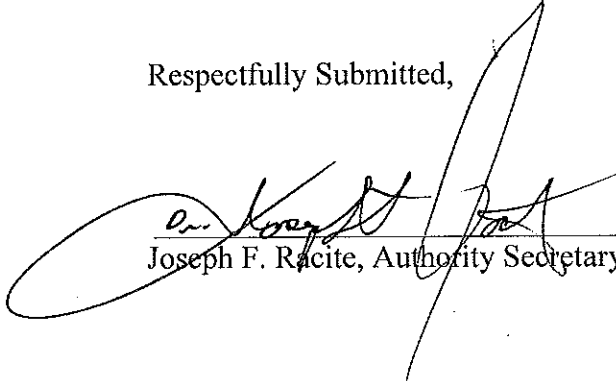
RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Adjourn

On motion by Dr. Racite, second by Mr. Gatani, it was moved to adjourn the meeting at approximately 5:58 p.m.

Respectfully Submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP
SEWERAGE AUTHORITY MEETING
EXECUTIVE SESSION MINUTES
August 16, 2016

The meeting was called into executive session at 5:48 p.m.

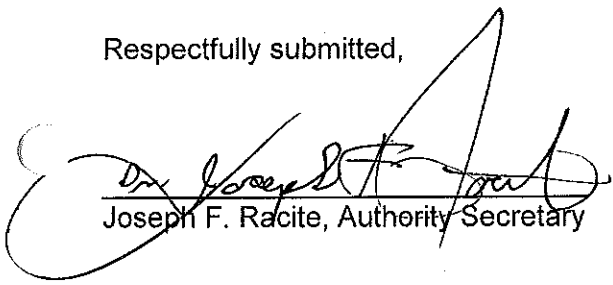
PRESENT: Mr. Rullo, Dr. Racite, Mr. Newton, Mr. Gatanis, Mr. Pelura
Also Present: Solicitor A. Telsey, Mr. R. DeBlock, Mr. J. Todd

Dr. Racite reported that the Teamsters union agreed to pay increases of 2%/ 1.75%/ 2%. Other items added include a cold weather coat and a maximum of \$300 for work shoes. Also moved the addendum regarding the Working Foreman into the contract. The bonus for unused sick time was removed. Chairman Rullo thanked Dr. Racite and Mr. Newton for negotiating the new contract.

Chairman Rullo asked Mr. Todd to leave the room so the Board could discuss a proposed pay increase for him. Todd was invited back into the room at 5:56.

Adjourned at 5:57 p.m.

Respectfully submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
September 20, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

Present: Present: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Others Present: Mr. Telsey, Mr. Biermann, Mr. DeBlock, Mr. Todd

Payment of Vouchers

On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes

On motion by Mr. Newton, second by Dr. Racite, it was moved to approve the minutes of the meeting of August 16, 2016.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain:

MOTION CARRIED: 5-0-0

Old Business – None.

Correspondence – None.

New Business

Resolution 2016-41: Renewal of Membership in the N.J. Utility Authority JIF

On motion by Dr. Racite, second by Mr. Pelura, it was moved to adopt Resolution 2016-41.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-42: Additional Time Needed to Properly Prepare the Budget

In response to a question from Mr. Pelura, Mr. Todd reported this action has been taken by the Board for at least the past three years. Dr. Racite stated this action is “pretty common” and that a budget meeting is scheduled for September 30th. On motion by Dr. Racite, second by Mr. Newton, it was moved to adopt Resolution 2016-42.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatani, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

JIF Fund Commissioner

Mr. DeBlock reported he has been contacted by the JIF asking that the Authority appoint a Fund Commissioner who can attend some of the monthly meetings. Mr. DeBlock indicated that Jim DeBlock would not be able to attend the meetings but that he (Rob) would be able to serve as Fund Commissioner and attend some of the meetings. It was agreed that the Board will probably appoint Robert DeBlock as Fund Commissioner at an upcoming Board meeting.

49 N. DuPont Road (see 11/16/07 letter from Candice Racite to Construction Office)

Mr. DeBlock reported that the property owner, Mr. Fessaras, contacted the Business Office this week and asked whether or not he would need to pay a connection fee for the house he is building at 49 N. DuPont Road. A house at this location was demolished in 2007 and the account was made inactive at that time. Other than the 11/16/07 letter to the Construction Office, there is no additional correspondence regarding this property in the files. After discussion, the Board agreed that Solicitor Telsey should send Mr. Fessaras a letter instructing that a new connection fee must be paid.

Reports

Solicitor’s Report

Mr. Telsey had nothing to report.

Engineer’s Report

Mr. Biermann reviewed items in his report:

Regarding the treatment plant Electrical System Upgrades, the sludge pumps have been delivered to the contractor, and they will be installing the pumps very soon.

Regarding the Discharge Permit Renewal, S&A reviewed the draft permit and prepared and submitted a response to NJDEP. S&A’s main comments involved how much chlorine will be allowed in our discharge.

Regarding the Phase 2 Sewer Replacement, preconstruction meeting was held last Friday. Project layout is expected to begin this week. Biermann noticed tonight that fence has not yet been put up; he called his inspectors to make sure the fence gets installed. Notices regarding the construction will be distributed throughout the neighborhood.

Regarding RBC Repair, the manufacturer has the replacement drive for evaluation.

Regarding the E Street sanitary sewer replacement, finally received a response from contractor about soil pile. S&A will take soil samples and will do their own testing; contractor indicated that if S&A tests turn out fine, the contractor will dispose of the soil without any changes to the contract. Mr. Gatanis discussed the NJDOT Route 130 and Hollywood Avenue Roundabout project that has been ongoing for years; he asked Mr. Biermann to keep the Township updated before action is taken.

Superintendent's Report

Mr. DeBlock reviewed items in his report:

The generator at the Hickory pump station is not functioning. Our trailer-mounted generator is onsite to provide backup power. JSR Generator Service will provide a quote for repair and replacement.

Quotes are being received to replace the control panel at the Lafayette pump station as required by the JIF Loss Control Report dated 8/24/16.

All emergency showers have been serviced per JIF loss control report, and all backflow preventers have passed quarterly tests.

Average daily flow for August was 0.67 MGD and September flow so far is about 0.55 MGD which is way down.

Mr. DeBlock recommends we prepare a Capacity Assurance Report; we have been in and out of capacity assurance over the last few years. Mr. DeBlock reported he does not believe we will be fined in the near future, but this report will help us "get ahead of the curve". The Board directed Mr. Biermann to provide a cost estimate to prepare a Capacity Assurance Report.

Business Office Report

Mr. Todd's report reflects August monthly revenue of \$110,893.76 and expenses of \$352,038.08 (includes bond payment of \$112,475 and note payment of \$119,576.33).

Received three bids on September 6th for \$880,000 note rollover to take place on September 21st:

- 1.019% from Township of East Brunswick
- 1.31% from TBGC Investment Group
- 2.454% from Oppenheimer & Co.

Todd will wire \$110,000 tomorrow which we included in last and this year's budget and will continue to include until note is paid off.

Cape Bank has been purchased by Ocean First Bank; official change to take place on October 17th. Bank representative Ed Geletka stopped by the office last week to go over new log-in procedure, etc.

Public Session

No one from the public wished to be heard.

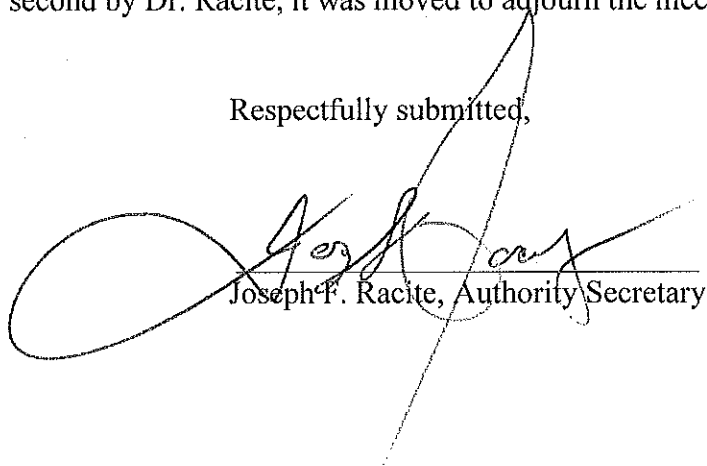
Closed Session

A closed session was not necessary.

Adjourn

On motion by Mr. Gatanis, second by Dr. Racite, it was moved to adjourn the meeting at approximately 6:06 p.m.

Respectfully submitted,

A large, stylized handwritten signature in black ink, appearing to read 'Joseph F. Racite', is written over a horizontal line. The signature is highly cursive and loops around the line.

Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
October 18, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

Present: Present: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Others Present: Mr. Telsey, Mr. Biermann, Mr. Jim DeBlock, Mr. Todd

Payment of Vouchers

On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes

On motion by Mr. Newton, second by Dr. Racite, it was moved to approve the minutes of the meeting of September 20, 2016.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Old Business – None.

Correspondence

Letter dated Oct. 3, 2016 and documents from Matrix Development Corp. re. 7 Gateway Blvd. – Mr. Biermann reported he received a call from Ray Aquino of Matrix Development Group regarding a new building in the Gateway Business Park that will be connecting to our sewer system at 7 Gateway Boulevard. Mr. Aquino has asked the Authority to take over ownership of the main; would require an easement be written into the deed. Connection fees have already been paid. Jim DeBlock recommends the applicant video the sewer line so we can be assured there are no faults in the line. Mr. Biermann has no objections to the request by Matrix and, in fact, believes it is a good idea because two entities will be using the main. We have a performance bond on this property which will convert to a maintenance bond eventually. The Board decided to not take formal action on this matter until Mr. DeBlock investigates a few

items, however the Board had no objections to the request at this time. Mr. Telsey recommended including a “metes and bounds” section in the easement and getting a title search on the property.

New Business

Resolution 2016-43: Introduction of 2017 Budget

Dr. Racite reported he met with Jim DeBlock, Chairman Rullo, Mr. Hartman, and Mr. Todd to develop the budget. Mr. DeBlock reported the budget reflects a reduction in expenditures. The Auditor, Mr. Welding, reported the budget is \$31,000 less than 2016 and includes two debt service payments of \$110,000 principal each (plus interest) and \$42,000 interlocal (plus interest) to the Township for E Street project. No capital projects are in the budget. There is \$150,000 in R&R. Will only need about \$100,000 of the \$550,000 budget amendment passed this year for Project 22. Budget includes \$80,000 payment to the Township but would require a vote by the Board to approve. On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adopt Resolution 2016-43. Chairman Rullo thanked Dr. Racite, Mr. DeBlock, Mr. Welding, Mr. Todd, and Mr. Hartman for their excellent work on the budget.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-44: Annual Audit for year 2015 and Affidavit

Dr. Racite reported that audit exit conference for 2015 occurred yesterday and was satisfactory. Mr. Welding said there are no findings and only a few minor discussion items that were reviewed with Mr. Todd. Mr. Welding reported they had to book the pension liability this year which was \$852,000. At the end of 2015 we had \$2,196,000 in unrestricted surplus, some of which was used in this year’s budget. On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adopt Resolution 2016-44.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-45: Appointing JIF Fund Commissioner

This resolution appoints Mr. Robert DeBlock as our JIF Fund Commissioner for a three-year term ending October 19, 2019. On motion by Mr. Pelura, second by Dr. Racite, it was moved to adopt Resolution 2016-45.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2016-46: Declaring an Emergency and Authorizing Repair

Mr. Biermann reported this involves repairing a force main that failed in May at the Delaware Avenue pump station. On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adopt Resolution 2016-46.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Motion to Authorize Sickels & Associates to Prepare Capacity Assurance Plan

Mr. Biermann reviewed the written proposal he submitted to the Board. On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adopt this motion.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mr. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reviewed items in his report:

Regarding Phase 2 Sewer Replacement, the contractor has completed the work on Division Street and through to Johnson Street. Work is continuing on the sewer mains in the lettered streets and alleys. Approximately 50% of the work has been completed.

Regarding the E Street sanitary sewer replacement, waiting on soil sample results. Applicant requested release of performance bond. S&A conducted a site inspection and prepared a punch list for the applicant.

Superintendent's Report

Mr. Jim DeBlock reviewed items in his report:

Indicated that flows continue to drop due to the work authorized by the Board over the years to reduce inflow and infiltration. Average daily flow for September was 0.58 MGD. Average daily flow for October to date is 0.61 MGD.

The generator at Hickory Pump Station is not operational. Our trailer-mounted generator is onsite and wired to provide backup power. JSR Generator Service is providing a quote for repair or replacement. Mr. Hartman has consulted with Mr. Biermann on the solicitation of proposals.

The gravity discharge from the Lafayette Pump Station travels underneath a resident's garage making maintenance challenging. On **motion** by Mr. Pelura, second by Mr. Gatanis, it was moved to authorize S&A to evaluate and offer recommendation to permanently address this condition.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

Business Office Report

Mr. Todd's report reflects August monthly revenue of \$159,554.66 and expenses of \$77,079.36.

Public Session

Mr. Fessarar, 49 N. DuPont Road – Mr. Fessarar explained that the sewer line at the vacant lot at 49 N. DuPont Road was capped in 2007 when the building was demolished. He is now building two houses on the property. He is requesting the Authority waive payment of the connection fee. Mr. Fessarar passed out some correspondence including an internal memo dated November 16, 2007 from the Authority's business office to the construction office. Discussion ensued. Mr. Fessarar was asked to leave the room at 6:21 p.m. so the Board could enter executive session.

Resolution 2016-47 Authoring Executive Session – On motion by Mr. Pelura, second by Dr. Racite, it was moved to adopt Resolution 2016-47 and enter executive session at 6:21 p.m. to discuss personnel and legal matters.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Return to Open Session

On **motion** by Dr. Racite, second by Mr. Gatanis, it was moved to return to open session at 6:40 p.m.

Mr. Fessarar and Mr. Todd both re-entered the room at this time. Mr. Telsey explained to Mr. Fessarar that the Board had decided not to waive the connection fee. Mr. Fessarar thanked the Board for their consideration. Mr. Gatanis explained to Mr. Todd that the Board had decided to maintain the Business Manager position as full-time. Mr. Todd indicated he will let the Board know by Wednesday (October 19th) whether or not he will remain at the Authority; he recommended the Board authorize advertising the position so he can immediately take that action should he decide to leave.

On **motion** by Dr. Racite, second by Mr. Pelura, it was moved to advertise the Office Manager position should Mr. Todd decide to leave at the end of 2016.

RECORDED VOTE: Aye: Dr. Racite, Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

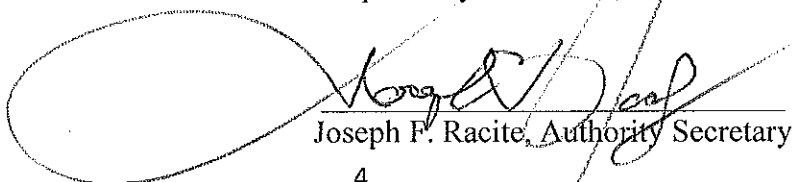
Abstain: None

MOTION CARRIED: 5-0-0

Adjourn

On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adjourn the meeting at approximately 6:44 p.m.

Respectfully Submitted,


Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP
SEWERAGE AUTHORITY MEETING
EXECUTIVE SESSION MINUTES
October 18, 2016

The meeting was called into executive session at 6:21 p.m.

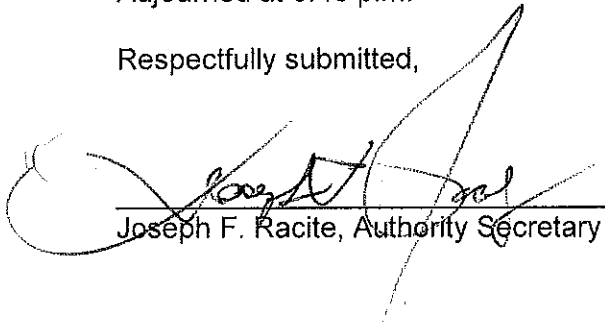
PRESENT: Mr. Rullo, Dr. Racite, Mr. Newton, Mr. Gatani, Mr. Pelura
Also Present: Solicitor A. Telsey, Mr. J. DeBlock, Mr. J. Todd

The Board discussed Mr. Fessaras's request to not be required to pay a connection fee for his property at 49 N. DuPont Road which has been capped since 2007. After discussion, the Board agreed that it could create problems for the Authority to grant this request.

(Mr. Todd exited the meeting for the next discussion). The Board discussed Mr. Todd's request to allow him to work on a part-time basis beginning January 1, 2017. After discussion, the Board agreed that it would be best for the Authority to not grant this request.

Adjourned at 6:40 p.m.

Respectfully submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
November 29, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

Present: Present: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Others Present: Mr. Biermann, Mr. DeBlock, Mr. Todd

Absent: Dr. Racite Solicitor Telsey arrived at 6:15 p.m.

Payment of Vouchers

On motion by Mr. Newton, second by Mr. Gatanis, it was moved to approve all properly audited vouchers.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Approval of Minutes

On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to approve the Regular and Executive minutes of the meeting of October 18, 2016.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Resolution 2016-48 Authoring Executive Session – On motion by Mr. Pelura, second by Mr. Gatanis, it was moved to adopt Resolution 2016-48 and enter executive session at 5:35 p.m. to interview three finalists for the Office Manager position that will be open as of January 1, 2017.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Return to Open Session

On **motion** by Mr. Gatanis, second by Mr. Pelura, it was moved to return to open session at 6:08 p.m.

On **motion** by Mr. Gatanis, second by Mr. Newton, it was moved to hire Ms. Michele Cleary to fill the Office Manager position left vacant by Mr. Todd's resignation.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

On **motion** by Mr. Pelura, second by Mr. Gatanis, it was moved that Ms. Cleary will start at \$37,500 for a 3-month probationary period; after the probationary period, she will be eligible for a salary increase to \$40,000.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

On **motion** by Mr. Pelura, second by Mr. Newton, it was moved that Ms. Cleary will start full-time as early as December 16th and no later than December 19th.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

Mr. Telsey arrived at this time and apologized; he indicated he was tied up in a traffic jam in Pennsville. He also indicated that he has left the firm of Puma, Telsey, & Rhea and has started his own law firm called Telsey & Telsey. He stated that this should not affect his work for the Authority.

Old Business – None.

Correspondence

Resignation letter dated November 28, 2016 from Business Manager Jay Todd – Chairman Rullo read resignation letter from Mr. Jay Todd. Mr. Todd's last full-time day at work will be December 31st; he will be available in January on a part-time basis to help the new employee with year-end tasks.

New Business

Resolution 2016-49: Adoption of 2017 Budget

On motion by Mr. Gatanis, second by Mr. Newton, it was moved to adopt Resolution 2016-49.

A Roll Call Vote was taken:

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

Resolution 2016-50: Approving Change Order on Electrical Renovations to Wastewater Treatment Plant Project

Mr. Biermann reported this is a deduct of \$4,676.00 from the contract with Municipal Maintenance Company. Additionally there are two outstanding items that must be completed before the next payment recommendation. On motion by Mr. Pelura, second by Mr. Gatanis, it was moved to adopt Resolution 2016-50.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Newton, Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Reports

Solicitor's Report

Mr. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reviewed items in his report:

Regarding discharge permit renewal, the DEP will provide Authority with a 2-year period before the chlorine-produced oxidants effluent limit is enforced.

Regarding Phase 2 Sewer Replacement, contractor has completed sanitary sewer work. A few laterals remain to be installed, the old mains need to be filled with flowable fill and abandoned, and some site cleanup is needed. Contractor has requested to be allowed to hold off on paving until spring due to weather and so that trenches can settle; Mr. Biermann recommends approval of this request, and indicated that contractor has agreed to fix any potholes that develop in the interim. The Board approved this request.

Regarding the E Street sanitary sewer replacement, the soil analysis obtained by the Authority showed there were no contamination concerns with the soils. The contractor will be removing the soils and cleaning up the site.

The Lafayette Road pump station may need to be eliminated; if not, may need to re-route the force main.

Regarding 7 Gateway Boulevard, applicant has rescinded request for the Authority to accept ownership of the sanitary sewer main through the property. The applicant has stated that the Gateway Business Park Association will maintain the main.

Superintendent's Report

Mr. DeBlock reviewed items in his report:

RBC 2B remains offline. The new gearbox has been returned, and the manufacturer found no problem with the unit. Installation is scheduled for the week of December 5th.

Wet well cleaning has been completed at Hickory, Laytons Lake, Line Street, Game Creek, and East End pump stations.

The staff received safety training for hand tools.

Exterior painting of the grit chamber and air handling unit has been completed.

UV pilot plant is onsite and in operation.

Quotes for laboratory services are being received.

Business Office Report

Mr. Todd's report reflects October monthly revenue of \$175,496.93 and expenses of \$132,960.99.

We received 16 resumes for the Office Manager position. Chairman Rullo, Mr. Gatani, Ms. Anderson, and Mr. Todd interviewed the five best candidates and invited three of them to tonight's meeting to be interviewed.

At this time Chairman Rullo thanked the subcommittee members who conducted the original interviews.

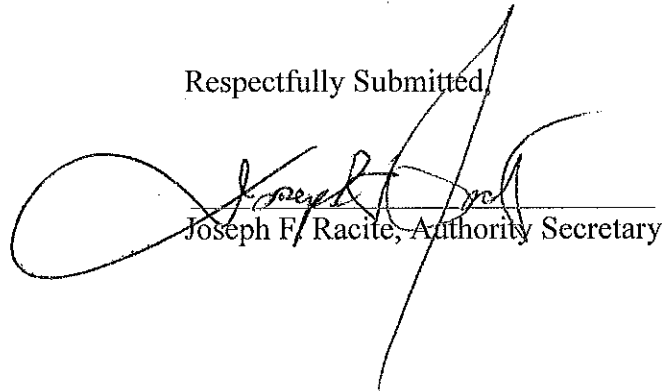
Public Session

No one from the public wished to be heard.

Adjourn

On motion by Mr. Gatani, second by Mr. Pelura, it was moved to adjourn the meeting at approximately 6:33 p.m.

Respectfully Submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP
SEWERAGE AUTHORITY MEETING
EXECUTIVE SESSION MINUTES
November 29, 2016

The meeting was called into executive session at 5:35 p.m.

PRESENT: Mr. Rullo, Dr. Racite, Mr. Newton, Mr. Gatanis, Mr. Pelura
Also Present: Mr. R. DeBlock, Mr. J. Todd
Absent: Solicitor A. Telsey

The Board interviewed three finalists for the Office Manager position that will be open as of January 1, 2017. The finalists were Chastity Bussey, Sandra Pitts, and Michele Cleary.

Adjourned at 6:08 p.m.

Respectfully submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
December 20, 2016

The meeting was called to order by Chairman Rullo 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 the Elmer Times and was posted on the bulletin board in the lobby of the Carneys Point Township Municipal Building. The pledge of allegiance was recited.

Roll Call

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

Others Present: Mr. Biermann, Mr. DeBlock, Mr. Telsey, Mr. Todd, Mrs. Cleary

Absent: Mr. Newton

Payment of Vouchers

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

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

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Approval of Minutes

On motion by Mr. Pelura, second by Mr. Gatanis, it was moved to approve the Regular and Executive minutes of the meeting of December 20, 2016.

RECORDED VOTE: Aye: Mr. Pelura, Mr. Gatanis, Mr. Rullo

Nay: None

Abstain: Dr. Racite

MOTION CARRIED: 4-0-1

Old Business – None.

Correspondence

Four letters from residents of Gary Avenue regarding odor – Mr. DeBlock explained the recurring odor the Gary Avenue residents have been experiencing. Mr. DeBlock recommended a treatment using bioxide to help eliminate the odor. Mr. Biermann confirmed this same treatment had been used to resolve the odor in other areas of the township. Currently, Mr. Biermann is waiting for a quote regarding the required equipment for this treatment. Mrs. DiFileppantonio, of 63 Gary Avenue, attended the meeting. She thanked the Board for addressing this concern and for attempting to solve this longstanding problem.

New Business – None.

Reports

Solicitor's Report

Mr. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reviewed items in his report:

Regarding discharge permit renewal, NJDEP issued the final discharge permit. The permit include a 2 year period before the Chlorine Produced Oxidants effluent limit of 0.07 mg/L (average) and 0.17 mg/L (daily maximum) is enforced.

S&A is preparing an RFQ for obtaining prices for the Treatment Plant roof replacement.

Lafayette Road Pump Station Study, S&A Project No. CPSA-122: Mr. Biermann reported they are in the process of evaluating a rerouting of the sewer by gravity and determining the general layout and grades. They will then evaluate the upgrades to the station, including rerouting of the force main. The capital and ongoing O&M costs will then be evaluated and compared.

Miller Ave. Pump Station Transfer Switch Replacement, S&A Project No. CPSA-123: S&A is preparing a request for quotations for the work.

Deepwater Diner, S&A Project No. CPSA-1004: The applicant's engineer has notified S&A that they will be submitting the application to NJDEP.

Gateway Business Park Expansions, S&A Project No. CPSA-1006: S&A met with the applicant and his engineer and received revised draft plans for the review.

Superintendent's Report

Mr. DeBlock reviewed items in his report:

The RBC 2B remains off line. The new gearbox has been returned to the manufacturer, no problems were found with the unit. Ram Industries delayed the installation and a new date is pending.

The 295 Pump Station Generator was serviced by JSR Generator, the circuit board replacement was required.

On December 14th, there was a sewer blockage in the alley between Shell Road and Jefferson Street resulting in a backup at 274 Shell Road. Servpro was retained to clean the property.

The UV Pilot Plan onsite and in operation is being taken off line today.

Quotes for Laboratory Services have been received and reviewed by Mr. Hartman. EQ Euro Fins was the sole bidder and will remain the contract laboratory for 2017.

A new heating and AC unit was installed at the Plant office. The old AC unit is being relocated to the electrical room.

An old, unused boiler was removed from the garage.

Business Office Report

Mr. Todd's report reflects November monthly revenue of \$123,993.54 and expenses of \$433,311.71.

Mr. Todd reported he has been training with Mrs. Michele Cleary, and she is doing well.

Public Session

No one from the public wished to be heard.

Resolution 2016-51 Authoring Executive Session – On motion by Mr. Gatanis, second by Mr. Pelura, it was moved to adopt Resolution 2016-51 and enter executive session at 5:57 p.m. to discuss a personnel issue.

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

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

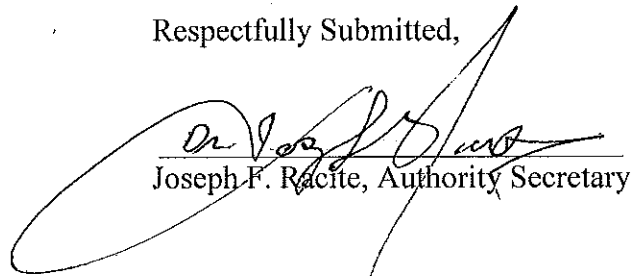
Closed Session

On **motion** by Mr. Pelura, second by Dr. Racite, it was moved to return to open session at 5:58 p.m.

Adjourn

On motion by Mr. Pelura, second by Dr. Racite, it was moved to adjourn the meeting at approximately 5:58 p.m.

Respectfully Submitted,



Joseph F. Racite, Authority Secretary

CARNEYS POINT TOWNSHIP
SEWERAGE AUTHORITY MEETING
EXECUTIVE SESSION MINUTES
December 20, 2016

The meeting was called into executive session at 5:57 p.m.

PRESENT: Mr. Rullo, Dr. Racite, Mr. Gatanis, Mr. Pelura

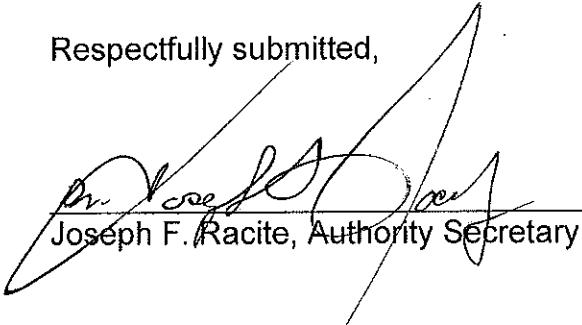
Also Present: Mr. A. Telsey, Mr. R. DeBlock, Mr. E. Biermann, Mr. J. Todd,
Mrs. M. Cleary

Absent: Mr. Newton

Chairman Rullo reported that Accounts Payable/Accounts Receivable Clerk, Connie Anderson last received a pay increase as of December 1, 2016. Chairman Rullo asked the Board to grant a pay increase of 1.75% to match the increase recently given to the Plant employees. There were no objections.

Adjourned at 5:58 p.m.

Respectfully submitted,



Joseph F. Racite, Authority Secretary