

CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING
July 18, 2017

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

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

Absent: None

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. Rullo, Mr. Newton, Mr. Gatanis, Mr. Pelura

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Approval of Minutes

On motion by Mr. Newton, second by Mr. Gatanis, it was moved to approve the Regular minutes of the meeting of June 20, 2017.

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Old Business

1. NFI Industries email dated May 26, 2017 and July 18, 2017 regarding 5 Gateway Blvd. credit for sewer overbilling as the result of invalid meter reading from American Water. Mr. Robert DeBlock stated the Authority Operators inspected the site and verified that there is currently one meter. Mr. Robert DeBlock reviewed the credit calculation prepared by Mrs. Cleary and agrees that is accurate. Mr. Pat Hannigan from NFI Industries reviewed the credit calculation and agrees with the refund amount of \$11,031.36. Mr. Pat Hannigan requested the refund to be issued in the form of a check. On motion by Mr. Gatanis, second by Mr. Newton, it was approved to issue a check for the refund of the sewer overbilling in the amount of \$11,031.36.

A roll call vote was taken:

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

2. Sickels & Associates, Inc. letter dated May 25, 2017 regarding a Proposal for Professional Services – Sanitary Sewer Operating Maps, S&A Proposal No. 2017-16. This will be discussed at the next meeting on August 15, 2017.

Correspondence

3. Chief Financial Officer of Carneys Point Township, Marie Stout, letter dated June 27, 2017 requesting payment of anticipated appropriation in the amount of \$96,780.00. This represents the maximum amount allowed, 5% of the Total Operating Appropriations. The Carneys Point Township Sewerage Authority budgeted \$80,000.00 for 2017 Municipality Appropriation.

On motion by Dr. Racite, second by Mr. Newton is was approved to issue payment to the Carneys Point Township in the amount of \$80,000.00 for the 2017 budgeted Municipality Appropriation.

A roll call vote was taken:

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

4. County of Salem, New Jersey letter dated June 29, 2017 from the County of Salem, regarding the following renewal of contracts. This pertains to a Shared Service Agreement with the County of Salem and is available to the Carneys Point Township Sewerage Authority if the Authority chooses to use these services. There is no action necessary, this is for informational purposes only.

- Furnishing and Delivering Standard High Performance Cold Patch
- Rock Salt
- Supplying and Delivering Janitorial Supplies & Coarse Paper Products

5. Telsey & Telsey, LLC Attorneys At Law letter dated July 6, 2017 to Bowman and Company, LLP contained information required for the yearly examination of the Carneys Point Township Sewerage Authority's Financial Statement.

6. Sickels & Associates, Inc. letter dated July 11, 2017 regarding request for evaluation of the sanitary sewer availability and capacity for Block 250, Lots 1, 1.01, 2, 2.02, 7, 8, 8.03. ARBOK Partners, LLC contacted Sickels & Associates, Inc. regarding an interest in developing a parcel of land that sits between Route 40, New Jersey Turnpike, Courses Landing Road and Route 48 (Harding Highway). The development of this parcel of land would impact 5 (five) existing Pumping Stations. An evaluation of the capacity and flow of all 5 (five) Pumping Stations is required prior to determining the development of this parcel of land. An escrow deposit from ARBOK Partners, LLC is required prior to the evaluation of the sanitary sewer availability and capacity.

New Business –

Resolution 2017-35 Authorizing Partial Payment No. 1 for Hickory Avenue Pump Station Generator Replacement.

On motion by Mr. Newton, second by Dr. Gatanis, it was moved to adopt Resolution 2017-35.

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Resolution 2017-36 Authorizing Sanitary Sewer Easements for Block 28.01 Lots 62, 63, 64 and 65 Oldmans Township, Salem County, New Jersey.

On motion by Mr. Pelura, second by Mr. Gatanis, it was moved to adopt Resolution 2017-36.

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Chairman Rullo reported that the Carneys Point Township approved a 2% pay increase to all non-contractual employees, retroactive to January 1, 2017. Chairman Rullo asked the Carneys Point Township Sewerage Authority Board to match this increase for the two authority office personnel. It was determined that the Carneys Point Township Sewerage Authority had budgeted a 2% increase for 2017.

On motion by Mr. Gatanis, second by Mr. Newton is was approved to give the two office personnel of the Carneys Point Township Sewerage Authority a 2% pay increase retroactive to January 1, 2017.

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Chairman Rullo reported that full-time office personnel earn (2) two weeks' vacation at the end of the first year of service. Chairman Rullo asked the Carneys Point Township Sewerage Authority Board to authorize the (2) two weeks' vacation effective immediately for Mrs. Michele Cleary. In the event that Mrs. Michele Cleary resigns from the authority prior to her one year anniversary, she will owe the authority vacation time used that has not been earned.

On motion by Mr. Gatanis, second by Mr. Newton is was approved to give Mrs. Michele Cleary (2) two weeks' vacation effective immediately.

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

Reports

Solicitor's Report

Mrs. Telsey had nothing to report.

Engineer's Report

Mr. Biermann reported the following:

Miller Avenue Pump Station Transfer Switch replacement complete. The performance bond was received and have no objection to the Authority releasing final payment to the contractor.

Route 295 Pump Station Gravity Main Reconstruction:

- a. The sanitary sewer main has been repaired with 300 feet of new PVC pipe. We found that the existing asbestos concrete pipe was extremely deteriorated and crumbled as it was exposed and excavated. The new main is now in service and the system is again flowing. Site restoration work is ongoing. Once the access road is clear and passable, the contractor will jet/vac clean and video the repaired section and the sanitary sewer mains immediately upstream and downstream of the repair.

Layton's Lake Subdivision:

- a. Work is ongoing. Inspection of additional sewer sections is to be scheduled.
- b. Applicant has submitted a new easement for a portion of the sanitary sewer main through Block 233.01 Lot 3. Sickels & Associates, Inc. has reviewed the easement and have no technical concerns regarding the easement as drafted and described.

US4 Realty, LLC – 424 Harding Highway (Block 68, Lot 5.03). The project has been approved. However, the connection cannot be made without reconstruction of the receiving manhole at the East End Avenue Pump Station. The Carneys Point Township Sewerage Authority board will need to review finances to determine the status of reconstructing the manhole at this location.

Sanitary Sewer Operating Mapping – This is included on the list of Capital Projects for review. Additional information regarding this proposal will be provided at the next board meeting.

Superintendent's Report

Mr. DeBlock reported the following:

RBC 2C remain off line pending shaft replacement.

The Secondary Effluent Pump Station operation is satisfactory. Pump 3 requires replacement and is on the list of Capital Projects for review.

Average daily flow for the month of June was 0.879 MGD. Average daily flow for the month of July to date is 0.745 MGD.

21 feet of gravity main were replaced on Oakwood and Fairview Streets.

Gary Avenue Update: The pilot bioxide feed system and H2S monitoring of Gary Avenue are still in progress. Results are forthcoming.

JIF mid-year safety report has been submitted.

Authority staff has inspected the water meter at NFI Industries and have confirmed that there is only one meter.

DeBlock Environmental Services, LLC is working with the Authority Engineer and Auditor to review capital projects and potential funding options available to the board.

Business Office Report

Mrs. Cleary's report reflects June monthly revenue of \$218,909.83 and expenses of \$106,949.81.

Online payment activity continues to increase each month.

Michael Welding from Bowman and Company, Jeff Winitsky from Parker McCay and Michele Cleary from Carneys Point Township Sewerage Authority attended the Local Finance Board Hearing on July 12, 2017 for the rollover of the 2017 Project Notes.

2nd Quarter Consumption Invoices will be sent out by Friday, July 21, 2017.

Public Session

No one from the public wished to be heard.

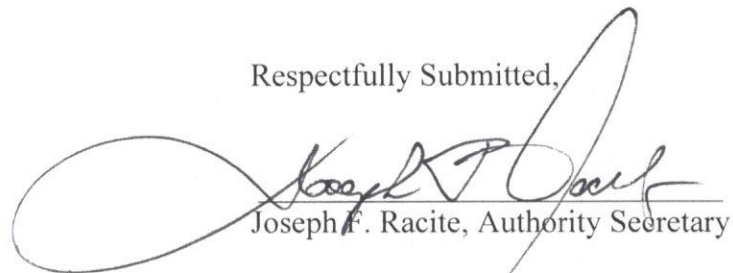
Closed Session

A closed session was not necessary at this time.

Adjourn

On motion by Dr. Racite, second by Mr. Gatanis, it was moved to adjourn the meeting at approximately 6:05 p.m.

Respectfully Submitted,



Joseph F. Racite, Authority Secretary