

**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY
REGULAR MEETING June 18, 2019**

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, Dr. Racite, Mr. Brown, Mr. Newton, Mr. Pelura (absent)

Others Present: Mr. Biermann (absent) Mr. James DeBlock, Mr. Telsey, Mr. Whittaker and Mrs. O'Neill

- **Payment of Vouchers:**

Dr. Racite asked in regards to the R&R issues and will it be on tonight's agenda. Mr. DeBlock responded that there is no action required by the board and it is in the Superintendent's report. We have reviewed all the items that were placed in the R&R accounts including the \$8,000.00. Mr. DeBlock will discuss it in his report. Dr. Racite also asked what is laboratory expense outside and is it a new line item. Mr. DeBlock replied this is for ALS Services and not sure if the description has changed and we can do that. This is an appropriate description for ALS Services is our contract laboratory for all analysis that we don't do in-house. Dr. Racite asked how is this listed on the budget. Mr. DeBlock responded that we are on budget with our contract lab services, as we were looking at that recently. Dr. Racite said there are tons of miscellaneous supplies coming out of the budget which doesn't make sense. Mr. DeBlock stated that we will review this. Since the last meeting we have reviewed all of the R&R stuff and have provided for the board indications of what we have provided today for Joanne for transfers (not budget) of re-identification of accounts for individual expenses. Joanne will be transferring these expenses to the appropriate line items and most of it is professional services engineering. Dr. Racite asked that this month's payments are under miscellaneous supplies. The invoices that come in from the plant are identified by historical information in the computer on the accounts. Unless it's something specific the Frank provides the information. We will review and reassign accordingly as there are some things that end up in the wrong spots. Dr. Racite stated that we are trying approve a bill list that doesn't give us the right information. He's sure the dollar amount is right it's just not appropriated in the right place. That's why we ask is there's a time to see a budget that we can compare it to. Mr. DeBlock stated that there are miscellaneous supplies as sub-categories in multiple line items. So you'll have collection systems miscellaneous supplies, pumping miscellaneous supplies, treatment miscellaneous supplies. Dr. Racite said he understands that and agrees with that and last time we went over the budget with Jim DeBlock we took miscellaneous supplies so we could see a line item on where this stuff is going and not just dumping it into miscellaneous. I'm thinking some of these things shouldn't be in miscellaneous. Mr. DeBlock stated we will review this as we did the R&R and make those modifications. Dr. Racite asked to see a copy of the budget to see where we are at. Mr. DeBlock said we have to make some modifications as the Edmunds System does not have all of the correct numbers within the identified budget line items. It looks like it was carried over from last year. We are working thru the next week that each account number is confirmed with the line item in Edmunds. Dr. Racite voted to approve the vouchers he just wishes we could see that this was more factual.

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

RECORDED VOTE: Aye: Mr. Rullo and Dr. Racite

Nay: None

Abstain: None

MOTION CARRIED: 4-0-1

- **Approval of Minutes:**

On motion by Mr. Newton, second by Dr. Racite to accept Regular Session minutes from the May 21, 2019 meetings.

RECORDED VOTE: Aye: Mr. Rullo and Mr. Newton

Nay: None

Abstain: None

MOTION CARRIED: 4-0-1

- **Old Business – Section 2:**

- **Correspondence – Section 3:**

A letter from Joanne O'Neill in regards to the purchase of new PCs and needed accessories. Please see attached.

Mrs. O'Neill stated that we had Barber Consultants come in for their regular maintenance. We were asking some questions and when they checked our PCs they realized that the PCs were purchased approximately 6 years ago and the warranties expired in 2017. Barber Consultants recommended that our PCs are kept under warranty and once the warranty expires you should really look into purchasing new ones. The information listed on the letter is two PCs and two monitors that are compatible. Dr. Racite asked if there is anything wrong with the PCs or just the warranties are running out. Mrs. O'Neill responded yes. Mr. Rullo asked if there is anything wrong with the PCs and Mrs. O'Neill replied no. Mr. Brown stated it's basically like our telephones where the phone company wasn't going to support any of the systems on my old phone because they have moved on with new systems. Mrs. O'Neill also stated that the Windows that is on the current PCs is ending and the old PCs won't accept the new windows that are coming out. Mr. DeBlock asked about the cost of the new Windows system and Mrs. O'Neill stated she will ask for that information and pricing from Barber Consultants. Dr. Racite asked why there is a quantity of 5 for the consulting services and Mrs. O'Neill replied this includes the 5 hours it is estimated to install and set-up the 2 new PCs. Dr. Racite asked if we need additional quotes. Mr. DeBlock stated that if Frank Hartman our QPA approves the cost then we don't need to go for multiple quotes. Dr. Racite asked if we have to table this correspondence and Mr. Telsey stated we can vote on it pending the QPA's approval of the costs. Dr. Racite asked what happens to

the old computers. Mr. DeBlock suggested to take the old PCs to the treatment plant as they are in better condition than the ones they have now.

On motion by Mr. Brown, second by Mr. Newton
RECORDED VOTE: Aye: Mr. Rullo and Dr. Racite
Nay: None
Abstain: None
MOTION CARRIED: 4-0-1

• **New Business – Section 4:**

Resolution 2019-16: Note Resolution Authorizing the Issuance and Sale of its Sewer Project Notes, Series 2018

On motion by Mr. Brown, second by Dr. Racite
ROLL CALL VOTE: Aye: Mr. Rullo and Mr. Newton
Nay: None
Abstain: None
MOTION CARRIED: 4-0-1

Resolution 2019-17: Authorizing the Purchase of Electricity Supply Services with Ambit Energy for Public Use through the Online Auction Website of EMEX.

On motion by Mr. Brown, second by Mr. Newton
ROLL CALL VOTE: Aye: Mr. Rullo and Dr. Racite
Nay: None
Abstain: None
MOTION CARRIED: 4-0-1

• **Reports:**

Solicitor’s Report:

The Union contract was reviewed and Mr. Telsey request to approve the contract.

On motion by Mr. Newton second by Dr. Racite
ROLL CALL VOTE: Aye: Mr. Rullo
Nay: None
Abstain: Mr. Brown
MOTION CARRIED: 3-1-1

Engineer’s Report:

A copy of the report is in the board’s binders as the engineer was not available to attend this evening’s meeting.

Superintendent’s Report:

Mr. DeBlock stated that the work on the influent pump station the repairs and rebuilding of the pumps by the authority staff is ongoing. Pump 1 should return to service shortly with the equipment is in for our staff to repair. They will rebuild Pump #2. An update on our flows: flows picked up a little bit with the average flow for May is 1.116 MGD. We are presently running just under one million gallons for the month and it is up the past few days because of the rain. The rolling average thru May as 1.204 MDG. We are triggered at 1.234 MGD so pray for no rain. Should we exceed it next month significant work required by the engineer to develop the reports and do the required analysis to bring us back below the 95%. Line Street Pump Station Pump 2 has been serviced and re-installed. Pump #1 at the Springfield Ave Pump required replacement. This is a very small pump. The pump has been received and installation will be completed by the operators. Three staff members attended continued education at the NJWEA Mini Workshop at Camden County MUA. As mentioned earlier the R&R account has been reviewed and the corrections were provided to the business administrator.

One item and one request for authorization: at our last meeting we discussed the emergency repairs at 307 Shell Rd. We retained Garrison Construction to make those repairs with a total bill of \$8,033.26. Mr. DeBlock is requesting board authorization for these repairs under the R&R account.

On motion by Dr. Racite second by Mr. Newton
ROLL CALL VOTE: Aye: Mr. Rullo and Mr. Brown
Nay: None
Abstain: None
MOTION CARRIED: 4-0-1

This concludes the Superintendent’s Report.

Business Office Report:

Mrs. O’Neill’s report reflects operating revenue and expense results for May 2019 are:

Revenue: \$127,381.82 Operating Expenses: \$193,200.87

We are receiving good results from the consumption bills as well as the new billing which was mailed out last week.

This concludes the Business Office Report.

- Public Session:

- Closed Session:

- Other Business:

- Adjourn:

On motion by Dr. Racite, second by Mr. Brown

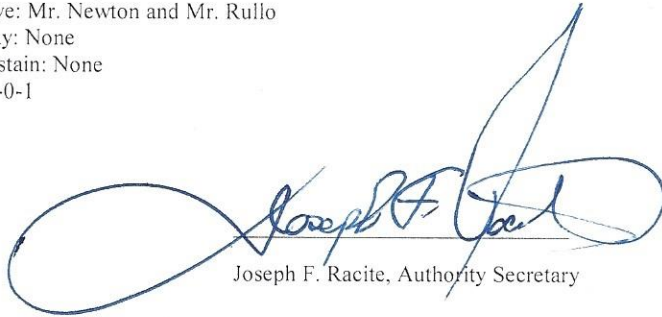
RECORDED VOTE: Aye: Mr. Newton and Mr. Rullo

Nay: None

Abstain: None

MOTION CARRIED: 4-0-1

Respectfully Submitted,

A large, stylized handwritten signature in blue ink, appearing to read "Joseph F. Racite". The signature is written over a horizontal line.

Joseph F. Racite, Authority Secretary