**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**REGULAR MEETING**

**May 18, 2021**

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. Basile, Mr. Brown, Mr Rullo, Dr Racite

Via Phone or Internet: Mr Newton

Others Present: Mrs. Zee, Mrs. Willis, Mr. Kiel, Mr. Whittaker, Mr Cooksey

Others Via Phone or Internet: Mr. Telsey, Mr. Biermann, Mr O’Donnell.

**Opening – Section 1**

1. Motion to accept all properly audited vouchers. Motion Mr Brown, 2nd Mr Newton

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Mr. Basile,

 Dr Racite

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Dr Racite questioned the additional person on the RHTK invoice. Tim explained it was staff to do some of the basic work such as bank recs. Individual is paid at a lower rate. No less hours, just less cost. Dr Racite expressed concern over hiring RHTK over hiring Tim Kiel. Question satisfactorily answered.

1. Motion to accept Regular Session minutes from the April 20, 2021 Regular Meeting. Motion Mr. Newton, 2nd Mr Brown

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Mr. Basile, Dr Racite

 Nay: None

 Abstain: Dr. Racite

 MOTION CARRIED: 5-0-0

**Old Business – Section 2**

1. 2021 Risk Management Consultant’s Agreement from Conner, Strong & Buckelew for the period of April 2021-April 2022. Mr Rullo will sign, no discussion ensued.
2. Copy of Published Environmental Assessment (Habitat for Bog Turtle Study) as required by the USDA Application through TRIAD for the Sewer System Expansion. This was an FYI only.

**Correspondence – Section 3**

N/A

**New Business – Section 4**

1. ACUA Shared Services Agreement for Sludge Disposal from May 1, 2021 – June 20, 2022. Motion to accept Mr Brown, 2nd Mr Newton

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Dr Racite,

 Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Mr Brown asked Mr Cooksey if he had checked for any other rates in the area. Mr Cooksey said he had not. Mr Brown asked Mr Kiel about shared services for this. Mr Kiel said he had never been directly involved in that aspect. Mr Brown asked who Mr Cooksy had used in Pennsville. Mr Cooksey said they used Liquid Sludge. CP does not have a sticker. We use wet cake sludge. Cost comparison is not the same. Discussion ensued.

1. Clemente Farm (CPSA 1031) Feasibility Study. Mr O’Donnel informed the board Sickels had suggested 3 different ways to connect. Report issued. Developer is interested in pursuing the options further. Evaluation will be needed to upgrade the Hickory Ave pump station. Developer will pay for upgrades. Forcemain will be upgraded over gravity fed. This will help the CPTSA overall. Mutual benefit to CPTSA and developer.
2. **Resolution 2021-30** Resolution authorizing the submission of an application to the New Jersey local Finance Board pursuant to NJSA 40A:5A-6. Mr Kiel explained this was the standard roll over we do each year. It is more cost efficient to do this annually as short term notes. Motion Mr Brown, 2nd Dr. Racite

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Dr Racite,

 Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. “Will serve” letters received from D2 Organization Facility (Wright Farm) and DePalma Tract Facility. Mr O’Donnell explained they wanted a letter from the CPTSA that sewer would be provided to these properties. Mr Telsey recommended sending a letter stating sewer was available but they should follow the standard capacity reservation process, once plans have been submitted and approved. Mr Brown reminded the board Carneys Point Twp has not received an agreement to build yet from them. To send a “will serve” letter would leave the Township stuck should they decide not to build. Mr Bierman asked if both properties were going through the redevelopment process. Answer was yes. Discussion ensued.
2. **Resolution 2021-31** Resolution Authorizing Escrow Agreement between CPTSA and Rockefeller Group Development Corporation. Mr Telsey stated this was an identical agreement to the Kelly Farm agreement. Motion to approve Dr Racite, 2nd Mr Basile

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Dr Racite,

 Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Reports**

1. **Mr Telsey** – N/A

1. **Mr. Biermann, Mr. O’Donnell** – Mr O’Donnell updated the Board the Treatment Plant Expansion Study was going along nicely. Influent characterzation sampling will happen next week. This will allow for a good conceptual design for development. Mr Brown asked if they were still sevral months out from this, Mr O’Donnell concurred.
2. **Mr. Cooksey –** Informed the Board of the purchase of the new truck, Bowe&Gant electrical upgrade to 295 sub station, Annual proficiency testing completed. Unexpected OSHA inspection found some upgrades needed. This was the first inspection in 10 years. Recommended awarding a professional services contract be given to Cavallo Environmental Services LLC for a Pollution Organization Plan as required by the DRBC. Mr Kiel said this has not been done for a few years, data was missing over the years, Mr Biermann said they had been submitting the data and had records of submitting it. Discussion ensued. The Authority has been submitting annually. Mr Bierman will supply records to Mr Cooksey of the PCB samples. Discussion ensued. Cost is under quote threshold. Decision to hire.

**Resolution 2021-32** Resolution Authorizing Contract for Environmental Services

Motion to approve Cavallo Environmental Services, LLC Mr Brown, 2nd Dr Racite

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Dr Racite,

 Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. **Mrs. Zee -** Revenue in April 2021 was $172,429.95, Operating Expenses were $172,355.44.
2. **Mrs. Willis** – Thanked all members for completing JIF training, Computers have been ordered to be paid out of FEMA. Mr Brown questioned Wes Barber updating our computers. Key fob reader installed on sidedoor, not all Board members would receive access fobs.

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1. **Mr. Kiel –** Reported he was transitioning his duties to Patti Willis. Personnel Committee meeting should be set up to discuss evaluation for Patti. Mr Kiel would continue to come in at budget time.

 **Public Session N/A**

**Closed Session – Section 8**

**Other Business – Section 9**

**Adjourn 6:09 pm**

MOTION Mr Brown, 2nd Mr. Basile

 RECORDED VOTE: Aye: Mr. Brown, Mr. Rullo, Mr Newton, Dr Racite , Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0