**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**REGULAR MEETING**

**June 15, 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 Cooksey

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

**Opening – Section 1**

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

 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 purchase of 2 computers. Mrs Willis explained it was a laptop and a desktop. Both should be reimbursed under FEMA for Covid19, however there is money in the budget if FEMA declines. Dr. Racite expressed concern over the high cost for sludge removal. Mr Gant explained the sludge is billed monthly. This month was higher than normal, the sludge was not as dry as it could be. Questions satisfactorily answered.

1. Motion to accept Regular Session minutes from the April 20, 2021 Regular Meeting. Mrs Willis pointed out the minutes were actually from the May 18, 2021 meeting. Motion Dr. Racite, 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. **FYI** – USDA PG Program Performance Progress Report Feasibility Study .
2. **FYI** – USDA PPG Program Quarterly Federal Financial Report

Mr Bierman explained item 3 and item 4 have to be submitted every quarter within 30 days after the quarter ends. Depending on the governing body meeting date it could cause a problem. This one is actually late. Requested going forward the Board approve by Resolution that the Chairman can sign these as they come up without waiting for the Board meeting. Mr Telsey said the Board could give Mr.Rullo the authority to sign, would like someone else i.e. Triad to review before mailing. Mr Kiel said other authorities do not have each one come to the Board for approval. A blanket approval for Mr Rullo to sign is fine. The Board voted to have the Chairman sign and in his absence the Vice Chairman sign. This was a vote only not by Resolution. 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

1. **Resolution 2021-34 Adopted 2021 Budget** – Mr Kiel said the budget has been officially approved by the state. We can now adopt the budget by Resolution and send a copy to the state. Motion Mr. Basile, 2nd Dr Racite.

RECORDED VOTE BY ROLL CALL: Aye: Mr. Brown, Mr. Rullo, Mr Newton,

 Dr Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. DPIF2 Acquisition Co, LLC (CPSA1035) Sanitary Sewer Review No 3
2. DPIF2 Application for Sewer Service

Mr O’Donnell commented no. 6 & 7 both refer to 30 North Game Creek Road sewer application. There are still issues with the application but should be cleared up next week and Sickels will be recommending approval of the application next meeting.

**Correspondence – Section 3**

N/A

**New Business – Section 4**

1. **Resolution 2021-33** Resolution certifying review of the 2019 Annual Audit. Mr Kiel explained it was to accept the audit and be sent to the state when notarized. There is also a corrective action plan which contains repeat findings by the auditors. Mr Kiel has responded to these deficiencies to the auditors to satisfaction and will submit to state. Audit Review Certificate must be signed by all Board Members.

Motion Mr Basile, 2nd Mr Brown

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

 Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Mr. Kiel went on to discuss connection fees issue. Would like the Plant Operators to go out to the various locations and verify there is sewer and a connection has been made.

Mr Kiel discussed Gateway also needs to be checked for connections and all are being billed for service. There might have to be back billing. Discussion ensued concerning going onto the properties to check. Construction office needs to notify Sewerage Authority when new building is completed.

1. **Resolution 2021-35 -** Resolution to make DOT Application regarding Harding Hwy project and force main they need to install. Mr Telsey explained application must be made for road opening. DOT application is made in the name of the Township and approved by our engineers. Also Agreement to Hold Harmless. Mr Telsey and Mr Biermann discussed. 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

**Reports**

1. **Mr Telsey** – Vesper Opportunity Fund, LP. Application was approved for sewer connection. A Hold Harmless and Indemnification Agreement needs to be approved and signed as well. The property is being sold. This agreement will go with the new owners. Discussion ensued.

Motion 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

1. **Mr. Biermann, Mr. O’Donnell** – Treatment plant expansion study influent sampling has been completed, awaiting lab to report, will update the Board next month; Verizon at 2 Collins Drive will post their escrow, bond and guarantee and hope to start construction in July.

Dr Racite asked about the WWTP roof. Main roof has been completed and repaired. Mechanical Building and Pump Station roof not completed yet. Discussion ensued.

Dr Racite asked about Deepwater Diner. Mr O’Donnel said still need to complete punch list, project is going slow. Mr Brown suggested pulling from Bond to complete project. Discussion ensued. Mr Bierman suggested a letter from Adam to get project moving. This has been a 4 year project.

1. **Mr. Cooksey –**Updated Board on OSHA inspection, Bowe & Gant made electrical upgrades as needed. All repairs made.
2. **Mrs. Zee -** Revenue in May 2021 was $236,802.35, Operating Expenses were $197,456.38.

2nd & 3rd qtr bills reflecting the increased rate of $125 per qtr were mailed on 6/1/2021. 2,223 bills mailed at a cost of $1,133.73. Anticipated revenue for both qtrs. Including past due amounts is $1,049,372.33.

1. **Mrs. Willis** – Informed board of Ambit contract with Atlantic City Electric. Information was given to Debbie Turner-Fox to see if we could join the county co-op and get decreased rates.

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1. **Mr. Kiel –** Informed Board an email was sent to the Personnel Committee to schedule Patti Willis’s review and end her probationary period. Review scheduled for Monday, 6/21/2021 at 4pm.

 **Public Session N/A**

**Closed Session – Section 8 N/A**

**Other Business – Section 9 N/A**

**Adjourn 6:25 pm**

MOTION 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