**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**REGULAR MEETING**

**NOVEMBER 16, 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. Newton, Mr. Rullo

Via Phone or Internet: Mr. Brown, Dr. Racite

Absent:

Others Present: Mr. Telsey, Mr. Biermann, Mr. O’Donnell, Mrs. Zee, Mrs. Willis, Mr. Cooksey

Others Via Phone or Internet: Mr. Kiel

**Opening – Section 1**

1. Motion to accept all properly audited vouchers. Resolution 2021-49 to Amend the 2021 CPTSA Operating Budget was voted/passed prior to approving. Motion Mr. Newton, 2nd Mr. Basile

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. Motion to accept Regular Session minutes from the October 19, 2021 Regular Meeting.

Motion Mr. Newton, 2nd Mr. Basile

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

 Nay: None

 Abstain:

 MOTION CARRIED: 5-0-0

**Old Business – Section 2**

1. Copy of e-mail sent by Adam Telsey to 242 S Golfwood Ave concerning Sewer connection. Owner is required to connect
2. Copy of letter mailed by Mr Telsey to legal counsel (DiNicola&DiNicola) representing Deepwater Diner. Outstanding work on the pumping station on their property must be completed with in 30 days. No response received from legal counsel. Mr Telsey requested this be put on next meetings agenda, and if no response received this will be taken to next level. Mr Bierman informed board there are hazardous conditions with the pumping station that must be corrected.
3. Copy of Notice of Change in Use Letter mailed to Sahib V, LLC by Sickels regarding 327 Slapes Corner Road. Use has changed from Barber Shop/Massage Parlor to a Restaurant. Sickels informed them a grease trap must be installed and they need to reapply for sewer based on water usage. No response received at this time. This might also have to go back to the Planning Board for approval.

1. Sanitary Sewer Review Letter #4 Triple Net Investments, CPSA-1026. Connection recommendation letter for this new business out of Gateway Business Park, referred to as Flex Center. All requirements met. Recommending performance bond in the amount of $136,279.20 and escrow amount of $11,578.30. Dr. Racite questioned capacity. Mr O’Donnell assured it fit into initial Gateway allotment of 123,000 gallons.

**Resolution 2021-48** Resolution approving construction of sanitary sewer infrastructure

Motion Mr Brown, 2nd Mr Newton

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Resolution 2021-52** Performance Bond andEscrow Requirements

Motion Mr Newton, 2nd Dr. Racite

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Correspondence – Section 3**

1. Copy of letter from Teamsters Health & Welfare concerning the expiration of the current Collective Bargaining Agreement. (3rd reminder) To be discussed in Closed Session.

**New Business – Section 4 N/A**

**Reports**

1. **Mr. Telsey** – No Report
2. **Mr. Biermann/Mr. O’Donnell** – Mr O’Donnell reported on meeting with PGSA about potential diversion at Delaware Ave. Pump Station. They are interested. A letter will be sent to NJDEP for permitting. A meeting will be arranged between both PGSA & CPTSA. Authorization to send letter, Motion Mr Newton, 2nd Dr. Racite.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Mr. Biermann reported on Application from Habitat for Humanity 3 house projects. 2 homes will be

 connected by gravity, 1 home a small individual pump station will be installed with forcemain.

 Connection fees for 2 homes will be $8,890. Performance bond will be $45,360, inspection escrow

 fee will be $3,024. Two resolutions needed.

 **Resolution 2021-50** Resolution Approving Sanitary Sewer Infrastructure Improvements

 Motion Mr Newton, 2nd Dr. Racite.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Resolution 2021-51** Resolution Approving Performance Bond and Escrow

Motion Mr. Newton, 2nd Mr. Brown

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Mr Kiel joined the meeting late and was not available to answer financial questions on additional projects Sickels wanted to discuss.

1. **Mr. Cooksey** **–** Reported on Delaware Ave pump flooding situation. Pumps over flowed, motor needed to be repaired. Reported on basement flooding at 284 Shell Rd, and on complaint of odor at East End Station. Mr Biermann suggested covering manholes with water tight covers. Possibly discuss this at a later meeting.
2. **Mrs. Zee -** Revenue in October 2021 was $152,530.59. Operating Expenses were $159,644.47.

Adjustment to September 2021 Revenue increased by $544,512.50 due to moving connection fees from Escrow to Revenue. Movement shown in General Ledger and Bank Accounts.

1. **Mrs. Willis** – Reported on on-site removable computer file backup other than the Cloud. Costs provided. Mr. Basile questioned responsibility for performing backup and possible training due to vulnerability issues. Reminded Board RFP’s will be going out within the next week.

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**Mr. Kiel –** Two resolutions.  **Resolution 2021-49** Approving Amendments to the 2021 Operating Budget CPTSA. November vouchers can be approved after passing this Resolution. Explained to Board the reason to move money from other items and the need for this amendment. Discussion ensued.

Motion Mr. Newton, 2nd Mr. Basile.

 **Vote was by Roll Call**

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

 No: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Resolution 2021-46** CPTSA2022 Authority Budget Resolution (Introductory Budget). Cost

spreadsheet provided. Mr. Kiel explained the need and process for this Introductory Budget. Mr. Basile,

 Dr. Racite, and Mr. Biermann had questions. All answered to satisfaction.

Motion Mr. Brown, 2nd Dr. Racite

 **Vote was by Roll Call**

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

 No: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Public Session N/A**

 **Closed Session – Section 9 6:41pm to 7:51pm**

 **Resolution 2021-47** Authorizing Executive Session to discuss Personnel Matters

 Motion Mr. Brown, 2nd Mr. Newton

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Other Business – Section 10**

**Adjourn 7:52 pm** 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