**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**REGULAR MEETING**

**DECEMBER 21, 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, Dr. Racite, Mr. Brown

Via Phone or Internet: Mr. Cooksey

Absent: N/A

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

Others Via Phone or Internet: Jake Botticello, TRIAD

**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. Basile, Dr. Racite, Mr Newton

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Dr. Racite had questions concerning Mr. Kiel’s bill, Mr. Cooksey’s bill showing OT, and Sickel’s bill for Route 40/48 Feasibility Study. Next month there will be a report showing Budget accounts and Escrow accounts.

1. Motion to accept Regular Session minutes from the November 16, 2021 Regular Meeting.

Motion Mr. Brown, 2nd Mr. Newton

 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. **FYI** - Copy of e-ail from Christopher Schubert concerning Verizon Wireless 2 Collins Drive Sewer Capacity Agreement (CPSA 1036). Capacity Agreement was never signed and the Sewer Reserve Fee was never paid. Mr Telsey reiterated the project is on hold. Mr Brown noted the reserve has been for 2 years now. Since no money was received, the reserve should no longer apply. Mr. Telsey said we are not obligated unless money is received.
2. **FYI** – Pre-Application Meeting request and Letter of Intent Connection to PGSA. Mr O’Donnell said PGSA responded and said January would be a good time to meet. Nothing further at this time.
3. **Resolution 2021-53** - Resolution Authorizing Assignment of Sewer Capacity Reservation Agreement for Vesper Opportunity Fund (CPSA 1027). Project is being sold to Exetor. Agreement is being assigned to Exetor. 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

1. **FYI** – Sanitary Sewer Review No 1, D2 Harding Highway LLC, (CPSA 1032). Also known as the Wright Farm. Sickels had a number of issues that need to be addressed prior to approving. They will keep us updated on the progress.

**Correspondence – Section 3**

1. **FYI** - Copy of letter from Teamsters Health & Welfare concerning the expiration of the current Collective Bargaining Agreement. (4th reminder) Mr. Basille said they met the prior week and hashed out some of the issues. They also had a session afterwards and a follow up conference call. Nothing further to share with the Board at this time. They will be addressing this again with Mr Telsey.
2. **FYI** - Copy of Eligibility letter from USDA’s Rural Development Water and Waste Disposal Program for Rt. 40&48 Force Main Expansion Project. Mr. Kiel said the USDA denied the application grant for $7.5 million basically because we do not have enough debt. Mr Kiel stated TRIAD left off some short term debt that should have been considered. Jake Botticello from TRIAD stated they will appeal and make some adjustments to meet the minimum threshold. Said Mr Kiel had made some ambiguous statements USDA might have misinterpreted. Mr Botticello would like the Board to authorize Chairman Rullo to sign a TRIAD drafted letter requesting an informal meeting with USDA. Meeting might not be needed, Mr Kiel and Mr Botticello will have a phone meeting with the project manager tomorrow morning at 9am. This could put the application back into underwriting. If an informal meeting is needed we might not get an answer on the appeal for 45 days. There is no additional cost to CPTSA from TRIAD, this is still part of the application process. Motion to authorize Chairman to sign letter of appeal 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

**New Business – Section 4 N/A**

**Reports**

1. **Mr. Telsey** – No Report
2. **Mr. Biermann/Mr. O’Donnell** – Mr O’Donnell reported on Forcemain project, design is nearly complete. Deepwater Diner deadline to respond to safety issues was December 2nd. No response was made. Mr Telsey said he would send a letter stating service would be shut off in 30 days if repairs are not made.

1. **Mr. Cooksey** **–** Reported on Fire Inspection violations, he is getting a quote to correct, provided violation findings. The retro fit pump installation on Delaware Ave completed.
2. **Mrs. Zee -** Revenue in November 2021 was $124,327.89. Operating Expenses were $135,361.88.

4th quarter 2021 & 1st quarter 2022 bills were mailed out 12/6/2021. Cost to mail was $1,178.19, anticipated revenue is $820,034.00.

1. **Mrs. Willis** – No Report

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1. **Mr. Kiel** – No Report

 **Public Session N/A**

 Motion to close Public Session Mr Brown, 2nd Mr Basil

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Closed Session – Section 9 N/A**

**Other Business – Section 10**

1. Mrs Willis provided costs for Flash Drive back up as recommended by Wes Barber with concerns from Mr Basile. Two costs were provided, one for flash drive ($309.90)and one for external drive ($1,689.89). Mr Basile would like the Business Office to have training to protect us and our responsibility/accountability for these records. Motion to purchase $309.90 flash drive Dr. Racite, 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

**Adjourn 6:17 pm** MOTION Mr Basile, 2nd Mr. Brown

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0