**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**Regular Meeting Minutes**

**September 19, 2023**

The meeting was called to order by the Solicitor 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 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. Brown, Mr. Newton, Mr. Bomba, Dr Racite

Via Phone or Internet: Mr. Basile

Absent:

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

 Mr. Don Grey (Guest)

Others Via Phone or Internet:

**Opening – Section 1**

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

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

 Mr. Bomba, Mr. Basile, Dr. Racite

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Dr.Racite had a question about several of the invoices, all answered to satisfaction.

1. Motion to accept Regular Session minutes from the August 15, 2023 Regular Meeting. Motion Dr Racite, 2nd Mr. Bomba.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Old Business – Section 2**

1. **Special Report from Mr. Joe DiNicola, Attorney for Multani - Deepwater Diner.**

Mr. DiNicola did not attend the meeting. Mr. Biermann spoke with the inspector on site, proper safety procedures were not being used for confined space work. Diner was to be shut down for 3 days while work was being done. It was not shut down and the manager was unaware of the decision to do this. Plans were changed from the original approved plans on how the wet well was to be raised without prior authorization. Mr. Biermann emailed the contractor with directive to stop work until safety issues were addressed and to have their design engineer approve design changes and to reach out to Sickels for approval. Concerns for CPTSA liability issues. Discussion ensued. Decision to enact the $500 per day

fine for going off plan effective 9/19/2023 till they are back in compliance with an approved plan. Motion to fine at $500 per day as stipulated in the MOU Mr. Brown, 2nd Mr. Bomba.

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

 Mr. Bomba, Mr. Basile, Dr. Racite

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Correspondence – Section 3**

1. State of New Jersey DEP, Division of Water Quality, Treatment Works Approval **Permit No. 23-0239** issued 8/18/23, valid for 2 years for the McLane Pump Station/US Highway Rt 40 Force Main. **(CPSA 1043)** Mr. O’Donnell elaborated on the process, no discussion.
2. State of New Jersey DEP, Division of Water Quality, Treatment Works Approval **Permit No. 23-0291** issued 9/12/2023, valid for 2 years for the Forest Lane warehouse Development Project Force Main and on-site pump station **(CPSA 1030)** Mr. O’Donnell elaborated on the process, no discussion.
3. Notice from Salem County Engineer’s Office on a Road Opening Application Permit #3348, Pennsville-Auburn Road between Georgetown Road and Harding Hwy, County Rt #551 on or about August 2024-August 2025. Discussion ensued.

 **New Business – Section 4**

1. Sanitary Sewer Review No. 1, 411 Shell LLC **(CPSA 1039**). Mr O’Donnell informed the Board this was a small business and we did have enough sewer capacity to recommend approving the application once a few requested items are addressed. Discussion ensued
2. Copy of Advertisement posted on 9-15-2023 in the South Jersey Times. Notice to Bidders of the LaFayette Road Sanitary Sewer Project. Sealed bids will be accepted by CPTSA at 11:00 AM, October 6, 2023. Bids will be publicly opened and read aloud at that time. Mr. Biermann informed Board this will replace the existing pump station.

**Reports**

1. **Mr. Telsey Section 5 –**

Requested Closed Session to discuss the TWA Permit w/Penns Grove.

Issues with Mr. Arby Johnson getting the easements for the 40/48 Forcemain. Received an email listing problems/concerns from Mr. Johnson. Documents have been revised and resent. Awaiting his approval and signature. Discussion ensued.

1. **Mr. Biermann/Mr. O’Donnell** **Section 6 –**

Mr. O’Donnell informed the Board the flags were removed showing the wetlands delineator at the plant due to mowing by Public Works. They will now have to be re-surveyed and staked. Discussion ensued. Dr. Racite had questions concerning the Kelly CP Land North project, CPSA 1044. Answered to satisfaction.

1. **Mr. Cooksey Section 7 –**

NJDEP inspected the plant August 17, 2023 and performed a records review. No violations.

EPA inspected the collection system September 12th, 2023 and asked to review the O&M Manual for the plant, collection system and pumping stations. No updated manual was available. Inspector requested a Standard Operating Procedures manual for things related to sanitary sewer overflows. Specifically written procedures for overflow reporting, manhole inspections, collection system cleaning, residents’ complaints and homeowner property damage. Environmental & Technical Services LLC submitted a proposal to develop a SOP for the plant, pumping stations, and collection system. Cost not to exceed $2,500.00. Motion to authorize ETS to created SOP Manual Dr. Racite, 2nd Mr. Bomba.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. **Mrs. Zee Section 8 -** Revenue and Operating Expense results for August 2023 were:

 Revenue: $69,116.60 Operating Expenses: $240,896.38

 **Mrs. Willis** **Section 8** – Reminded Board of required online Discrimination Training.

 Introduced Mr. Donald Grey to Board and the issue he has with his bill at 62 S.

 DuPont Rd., account ID 768-0. Motion to go into Public Session to discuss

 Dr. Racite,2nd Mr. Bomba.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Mr. Grey wants to cap his existing sewer line. Did not get permits to demolish the house, still owes

 sewer payments totaling $5,481.89 since 2016. Property never went to tax sale. He acknowledges he

 has been receiving bills and was aware of the amount owed. Discussion ensued with the Solicitors input.

 Board decision to waive interest and accept payment for principal only. Mr. Grey agreed to pay the

 principal of $3,248.30 by 10/1/2023. Cap will be put in place after payment received.

 **Resolution 2023-49** Motion to waive interest. Motion Dr. Racite, 2nd Mr. Brown.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Motion to close Public Session Dr. Racite, 2nd Mr. Newton

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

1. **Mr. Testa Section 9–** Will be working on the next year’s budget with input from Ron Cooksey and Sickels.Provided and explained the updated Escrow Report. Questions and Discussion ensued on charging of Attorney/Legal fees through the various Escrow accounts going back to 2022 Fiscal Year. Going forward all requested Escrow will include funds to cover Attorney/Legal fees. Suggestion of additional $2,000.00. Discussion ensued. Increased sewer rates for the next 3 years and updated

connection fees discussed. Discussed putting CPTSA funds in short term CD’s. Additional discussion. Motion to have Mr. Testa speak with a Financial Advisor Dr. Racite, 2nd Mr. Bomba.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Public Session Section- 10**

 Motion to go into Public Session Mr. Bomba, 2nd Mr. Newton

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

No public attending meeting

Motion to go out of Public Session Mr. Bomba, 2nd Dr. Racite

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Closed Session - Section 11 7:15PM – 8:02PM**

 **Resolution 2023-48** Resolution for Executive Session to Discuss Need for Project Coordinator and TWA

Permit Penns Grove Connection. Motion to go into Closed Session Mr. Newton, 2nd Dr. Racite

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to go out of Closed Session Motion Mr. Bomba, 2nd Dr. Racite.

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Other Business – Section 12**

Motion to have Infrastructure Committee make decisions on hiring potential professionals. Motion Mr. Newton, 2nd Dr. Racite

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

 Mr. Bomba, Dr. Racite, Mr. Basile

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Adjourn 8:03 PM** Motion Mr. Bomba, 2nd Mr. Newton

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0