**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**Regular Meeting Minutes**

**April 16, 2024**

The meeting was called to order by the Chairman 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. Basile, Mr. Newton (late arrival at 6:12pm),

 Mr. Bomba (early adjourn at 6:41pm),

Via Phone or Internet: Dr. Racite

Absent:

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

 Mrs. Zee, Mr Chapman (Project Mgr), Mr. Clint Allen, Archer & Griner, Kevin

 Webb, Langdon Engineering, Mr. John Bibeau

Others Via Phone or Internet:

Others Absent:

**PUBLIC HEARING**

**Introduction of 2024 Sewerage Rates. Open Public Discussion**

**Motion to open Public Hearing Mr. Basile, 2nd Mr. Bomba**

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

**No Public present for meeting. Motion to close Public Hearing Mr. Bomba, 2nd Mr Basile**

**Resolution 2024-36** Approving the Amendment of the Sewer Rate and Connection Fee Schedule by 6% increase effective July 1, 2024. Motion Mr. Bomba, 2nd Mr. Basile

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

**Opening – Section 1**

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

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

 Nay: None

 Abstain: None

MOTION CARRIED: 4-0-0

1. Motion to accept Regular Session minutes from the March 19, 2024 Regular Meeting. Motion Mr Bomba, 2nd Mr. Basile.

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

 Nay: None

 Abstain: None

MOTION CARRIED: 4-0-0

1. **Presentation on 2021 Audit from Stephanie DeSantis, Bowman & Company, LLP**

One finding which was a repeat from the previous audit concerning separation of duties and limited personnel in the office. No further discussion.

**Resolution 2024-37** Certifying Review of Annual Audit.

Motion Dr. Racite, 2nd Mr. Bomba.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

**Old Business – Section 2**

1. **Update - Deepwater Diner.**

Mr. DiNicola arrived late at 6:02pm and gave his update during Reports. $15,000 escrow still has not been received as agreed upon at last CPTSA Board Meeting. Mr. Bierman reviewed the updated punch list. Still missing signed and sealed as-built plans for pump station and forcemain. Original contractor should have as-built plans. Discussion ensued. Mr. DiNicola requested an additional 30 days to complete punch list which should have been done by 4/11/24. Mr. DiNicola promised the escrow will be paid by end of day tomorrow, 4/17/2024. $500 per day fine is still in effect.

1. **Resolution 20224-33** Authorizing Sewer Capacity Reservation Agreement for CP Land North Urban Renewal, LLC. **(CPSA 1044)** Applicant is not currently in the Sewer Service area. Awaiting DEP publication of approval of the Water Quality Management Plan Amendment in the NJ Register. Publication of approval must be by July 31, 2024 or Reservation Agreement is cancelled and Sewer Reservation payment will be returned unless Agreement is extended. This Reservation Agreement is for Buildings 2 & 3 using 19,200 gal. per day equal to 96 service units. Discussion ensued. Motion to approve Mr. Bomba, 2nd Mr. Basile.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

**Correspondence – Section 3**

1. **FYI** – Letter from State of New Jersey, Dept of Transportation requiring and outlining revisions to existing plans prior to approving a permit for Rockefeller Group warehouse. **(CPSA 1030)** Mr. O’Donnell informed the Board there were minor comments on the offsite forcemain serving Kelly North, Kelly South, and Rockefeller. Applicants Engineer addressed the concerns. Approval will be forthcoming.

1. **FYI** – Copy of Township of Carneys Point Resolution 2024-61 Giving consent to Carneys Point Township Sewerage Authority for the Construction of Improvements to the Authority’s System including installation of new sanitary sewer gravity mains and deconstruction of the sanitary sewer lift station located on Lafayette Road and to finance the costs through issuance of the Authority’s Project Notes and/or revenue Bonds issued by the Authority to the NJ Infrastructure Bank not to exceed $1,800,000. **(CPSA 122)** No discussion.
2. **FYI -** Notice from the Director of Division of Local Government Services, the NJ Environmental Infrastructure Loan Application has been approved for Lafayette Road Sanitary Sewer project. **(CPSA 122)**  Mr O’Donnell said the project will be complete within a month or two.
3. **FYI –** Letter from Bowman & Company showing a revised annual calculation of the maximum Connection Fee permitted to be charged by the CPTSA-Fiscal Year 2020.

 **New Business – Section 4**

1. **Resolution 2024-29** Awarding Contract for Hickory Ave Wastewater Pump Station Rehabilitation to Shafts & Sleeves Co., Inc. Quote of $83,780.00 and Certification of Funds from Mr. Testa.Cost will be paid for by CPTSA revenues. Discussion ensued. **(CPSA 121)**

Motion to adopt Mr. Basile, 2nd Mr. Bomba

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

1. **Resolution 2024-32** Release of Maintenance Bond for Courses Landing URE, LLC **(CPSA 1009)** Mr. O’Donnell informed the Board this was for some of the offsite improvements needed to complete the Amazon building. Two of the Authorities pump stations had to be upgraded. Sickels recommends release of Maintenance Bond. No further discussion.

Motion Mr. Bomba, 2nd Mr. Basile

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

1. **Resolution 2024-34** Resolution Appointing risk Management Consultant for a 10 Month term expiring February 2025. No discussion. Motion Mr. Bomba, 2nd Mr. Basile

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

1. **Resolution 2024-35** Authorizing Proposal form Phoenix Advisors, LLC to renew Municipal Advisor Services in connection with Debt and Capital Planning. Cost not to exceed $195.00 per hour. No discussion. Motion Mr. Basile, 2nd Mr. Bomba.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0

**Reports**

1. **Mr. Telsey Section 5 –**No Report

1. **Mr. O’Donnell** **Section 6 –** Updated Board on WWTP Expansion Project. Flags at site had to be replaced as they were removed during mowing. Design of processing equipment is continuing and sizing of facilities. Proposal will be given to DEP for approval by end of month. There will be disturbing of wetlands which needs to be approved.

Transfer of flow to Pennsgrove has been held up due to DEP requiring Carneys Point to enter into an ACO. Changes made to ACO and was sent back to the Attorney General for review. Our Government Lobbyist was informed. Board would like monthly reports from the Lobbyist. Mr. Telsey will follow up.

1. **Mr. Cooksey Section 7 –** Requested and extension from EPAto complete theOperating Maintenance Manual. EPA requested some revisions which will be addressed.

1. **Mrs. Zee Section 8 -** Revenue and Operating Expense results for march 2024 were:

 Revenue: $114,257.09 Operating Expenses: $172,466.92

 Informed Board 109 Consumption Bills and 927 Delinquent Bills were mailed. Anticipated

 revenue is $305,475.58 and $498,096.31 respectively.

 **Mrs. Willis** – Disconnect request from HUD is being processed.

 A resident on Highland Ave is requesting to connect to Sewer. Application has

 been received.

 $4,000,000 was transferred into Cash Management Account.

1. **Mr. Testa Section 9–**

**Resolution 2024-30** Resolution Adopting a Corrective Action Plan for the CPTSA 2021 Annual Audit. Reiterated the one finding Stephanie DeSantis referenced from Bowman & Co. Motion to approve Mr. Newton, 2nd Mr. Basile.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 **Public Session Section- 10**

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

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 No Public Attending, Motion to close Public Session Mr. Bomba , 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

 **Closed Session - Section 11 6:37 pm – 7:47 PM**

 **Resolution 2024-31** Authorizing Closed Session to discuss:

1) Possible agreement with Oldmans Township for Sewer Capacity

 2) Financing Future Capital Projects

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

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Motion to go back into Open Meeting Mr. Basile, 2nd Mr. Newton

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

**Other Business – Section 12**

**Adjourn**

1. Motion to adjourn 7:48 PM.Motion Mr. Basile, 2nd Dr. Racite

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 4-0-0