**CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY**

**Regular Meeting Minutes**

**December 17, 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. Basile, Mr. Brown, Mr. Newton, Mr. Bomba

Via Phone or Internet: Dr. Racite

Absent:

Others Present: Mr. Telsey, Mr. O’Donnell, Mr. Biermann, Mr. Testa,

 Mr. Cooksey, Mrs. Zee, Mrs. Willis, guest Mr. Clint Allen

Others Via Phone or Internet:

Others Absent:

**Opening – Section 1**

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

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

 Nay: None

 Abstain: Mr. Newton

MOTION CARRIED: 4-0-0

Dr. Racite had questions for Mr. Cooksey on some charges, all answered to satisfaction.

1. Motion to accept Regular Session minutes from the November 12, 2024 Regular Meeting.

Motion Mr. Bomba, 2nd Mr. Basile.

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

 Nay: None

 Abstain: Mr. Newton

MOTION CARRIED: 4-0-0

  **Old Business – Section 2**

1. **Resolution 2024-71** Layton’s Lake Subdivision-Release of Maintenance Bond in the amount of $11,493.60 from Tri County Real Estate Maintenance Company, Inc. **(CPSA 1003)** Mr. O’Donnell reported work has been completed to satisfaction and is recommending release of Bond Number 608-103237-6. Discussion ensued Motion to approve Mr. Bomba, 2nd Mr. Basile.

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

 Nay: None

 Abstain: Mr. Newton

MOTION CARRIED: 4-0-0

**Correspondence – Section 3**

1. Notice from Teamsters Local Union #676 advising Carneys Point Township Sewerage Authority the Collective Bargaining Agreement expired as of November 30, 2024. Mr. Telsey advised this would be discussed during closed session.
2. Notice from the State of New Jersey, Department of Environmental Protection, Municipal Finance and Construction Element regarding the November 7, 2024 final inspection of the Lafayette Road Sanitary Sewer Project **(CPSA 122)**. Mr. O’Donnel informed the Board DEP need s to have the final close-out documents submitted and CPTSA now needs to go into long term financing. No discussion

 **New Business – Section 4**

1. Change Order No. 1 for the Lafayette Road Sanitary Sewer Project decreasing the Contract by $179,129.65 **(CPSA 122).** Mr. O’Donnell informed the Board Sickels is recommending approving the change due to the County taking over the paving of the road. Sickels is also recommending the Final Payment No. 2 for the Lafayette Road Sanitary Sewer Project in the amount of $116,429.76 to South State Inc. No discussion.

**Resolution 2024-69** Resolution Authorizing Change Order No. 1 decreasing the contract cost by $179,129.65. Motion Mr. Bomba, 2nd Mr. Basile

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

**Resolution 2024-68** Resolution Authorizing Final Payment No. 2 to South State Inc. in the amount of $116,429.76. Motion Mr. Basile, 2nd Mr. Bomba

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

1. Deed of Sewer Line Easement between RG Carneys Point Urban Renewal LLC **(CPSA 1030)** and Carneys Point Sewerage Authority. Mr. O’Donnell informed the Board most of this easement will be dedicated to DOT. Mr. Allen concurred .

**Resolution 2024-70** Authorizing Deed of Sewer Line Easement at NJSH Rt 40, Rt 48 & Forest Lane. Motion to approve Mr. Bomba, 2nd Mr. Basile

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

1. Sanitary Sewer Review No. 2, 411 Shell, LLC **(CPTSA 1039).** Mr. O’Donnell informed the Board there are 2 warehouse projects at this site. Sickels is not recommending a Sewer Capacity Reservation Agreement at this time as the plans have not been fully approved. Mr. Allen is requesting a Sewer Capacity Reservation Agreement. Discussion ensued. Mr. Telsey requested revised plans within 90 days, or there will have to be a need for a request for an extension. The Sewer Reservation Agreement as stands will be revised before signing to include the 90 days and payment for the Reservation Agreement will be received within 30 days.

**Resolution 2024-72** Resolution Authorizing Request for Sewer Capacity Reservation Agreement. Motion Mr. Basile, 2nd Mr. Bomba.

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

1. AACHCP Property, LLC/Active Acquisitions Warehousing **(CPSA 1047)**, Request for Consent of the Proposed Amendment to the Lower Delaware Water Quality Management Plan. Mr. O’Donnell informed the Board 2 sections of Courses Landing Road are affected by this. The properties are now in the Sewer Capacity area. Flitcraft and Halter properties. Mr. Allen said consent from the Board is needed to go forward. Discussion ensued.

**Resolution 2024-75** Resolution Authorizing Consent to the Proposed Lower Delaware WQM Plan Amendment. Motion Mr. Basile, 2nd Mr. Bomba.

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

1. **Resolution 2024-76** Resolution Authorizing the Submission of an Application to the New Jersey Local Finance Board for its review and/or approval of the issuance of the Authority’s Project Notes, Series 2025, in a principal amount not-to-exceed $12,000,000.00 for the purpose of temporarily funding the Authority’s Forcemain Project. Motion to approve Mr. Basile, 2nd Mr. Bomba.

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

Application will be prepared by Authority’s Bond Counsel, Parker McCay. Mr. Testa explained the funding process. We can use $2,000,000.00 from Capital Contributions to help offset the costs. USDA, EDA, and our funding. Discussion ensued.

**Reports**

1. **Mr. Telsey, Solicitor Section 5**  **N/A**
2. **Mr. O’Donnell, Engineer** **Section 6**

Updated Board on current projects. i.e. PG/CP Interconnection and road closures; Waste Water Treatment Plant. Discussion ensued.

1. **Mr. Cooksey, Plant Supervisor Section 7 –**

Informed the Board DEP inspected the plant and all was satisfactory. Revised the SOP’s for the gas detectors. **Resolution 2024-73** Resolution authorizing emergency repair to failed low-density RBC through Darlington Equipment Worldwide. Cost was $44,990.00. Money to cover this cost came from R&R. Motion to authorize this as an emergency repair and to authorize payment to Darlington Equipment Worldwide, Mr. Bomba, 2nd Dr. Racite.

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

 Nay: None

 Abstain:

MOTION CARRIED: 5-0-0

 **Mrs. Zee, Business Office Section 8 -** Revenue and Operating Expense results for November 2024 were:

 Revenue: $141,638.58 Operating Expenses: $123,750.82

 Mailed 2,222 bills for the 4th quarter 2024 and 1st quarter 2025. Anticipated revenue is

 $941,988.00

.. **Mrs. Willis, Business Office** – Reported on the advertising for RFP’s for the upcoming

 Year and the impending elimination of the South Jersey Times newspaper and the need to

 Advertise public notices, possibly through an electronic medium. Discussion ensued.

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1. **Mr. Testa, CFO Section 9 –** Upcoming meeting on financing coming up with Parker McCay and still working on upcoming budget for 2025

 **Public Session Section- 10**

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

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

 Motion to close Public Session Mr. Basile, 2nd Mr. Bomba

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

 Nay: None

 Abstain: None

MOTION CARRIED: 5-0-0

 **Closed Session - Section 11 6:54 PM -7:40 PM**

1. **Resolution 2024-74** Resolution Authorizing Executive Session to Discuss Personnel Issues. Motion Mr. Bomba, 2nd Mr. Basile.

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

 Nay: None

 Abstain: None

 MOTION CARRIED: 5-0-0

Motion to close Executive Session Mr. Basile, 2nd Mr. Bomba.

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

 Nay: None

 Abstain: None

MOTION CARRIED: 5-0-0

**Resolution 2024-77** Resolution to add Stipend to base pay for Virginia Zee effective December 1, 2024. Motion Mr. Basile, 2nd Dr. Racite

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

 Nay: None

 Abstain: None

MOTION CARRIED: 5-0-0

**Other Business – Section 12**  **N/A**

**Adjourn**

1. Motion to adjourn 7:41 PM.Motion Dr. Racite,2nd Mr. Basile

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

 Nay: None

 Abstain: None

MOTION CARRIED: 5-0-0