

A regular meeting of the Pennsville Sewerage Authority was called to order by Chairman McDade at 7:00 p.m., on Thursday, October 10, 2013 in the Municipal Building, 90 North Broadway, Pennsville, New Jersey. Chairman McDade read the Open Public Meetings Act Statement and led all present with the Pledge to the flag.

Authority members present in addition to Chairman McDade were Marc Chastain, Scott Hourigan, Bernard Sennstrom, II and alternate member Mary Lou Chollis. Other attendees included Authority Solicitor Walter J. Ray, Authority Engineer David Palgutta, Authority Superintendent Ronald E. Cooksey, and Clerk Diane Ford.

Chairman McDade asked the Board to review the monthly budget report.

Resolution No. 13-92-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member Sennstrom moved for adoption of Resolution No. 13-92-SA and Member Chastain seconded. Roll call vote as follows: Birchmire-absent; Chastain-yes; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-92-SA is approved.

Resolution No. 13-93-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON SEPTEMBER 12, 2013

Member Sennstrom moved for adoption of Resolution No. 13-93-SA and Member Hourigan seconded. Roll call vote as follows: Birchmire-Absent; Chastain-abstain; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-93-SA is approved.

Resolution No. 13-94-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A CONTRACT WITH BOWMAN AND COMPANY TO PERFORM A RATE STUDY FOR THE AUTHORITY AT A COST NOT TO EXCEED \$3,000

Member Sennstrom moved for adoption of Resolution No. 13-94-SA and Member Hourigan seconded. Roll call vote as follows: Birchmire-absent; Chastain-yes; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-94-SA is approved.

Resolution No. 13-95-SA AUTHORIZING THE AUTHORITY SUPERINTENDENT TO SOLICIT BIDS FOR THE REPAIR OF PUMPS AT THE AUTHORITY'S PLANT AND PUMPING STATIONS ON AN AS-NEEDED BASIS FOR THE PERIOD DECEMBER 1, 2013 TO NOVEMBER 30, 2014

Member Sennstrom moved for adoption of Resolution No. 13-95-SA and Member Hourigan seconded. Superintendent Cooksey responded to Chairman McDade's question regarding if this was continual by stating that he has solicited bids every year to have in place for as-needed repair. He added that the bid was based on hourly rates for on and off site and emergency rates for on and off site in addition to material handling percent mark-up fees. He

also added that the rate was steady based on the millwright rate for this county. Roll call vote as follows: Birchmire-absent; Chastain-yes; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-95-SA is approved.

Resolution No. 13-96-SA ESTABLISHING THE COMPENSATION TO BE PAID TO THE AUTHORITY CLERK AND DEPUTY CLERK FOR THE YEARS 2013, 2014, 2015, AND 2016

Member Sennstrom moved for adoption of Resolution No. 13-96-SA and Member Hourigan seconded. Roll call vote as follows: Birchmire-absent; Chastain-yes; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-96-SA is approved.

The first discussion item was 264 S. Broadway, high consumption. Clerk Ford stated that Mr. Sooy, the owner, had a high water reading on his 3<sup>rd</sup> quarter bill, and that the water department was going to have his meter tested. She added that Keith Lamb gave the authorization for this account to be interest free until then. Clerk Ford stated that she wanted to verify with the Board to see if the sewerage portion of this account should also be interest free. After some discussion, the Board agreed that the sewerage portion of this account should continue to accrue interest until the status of the meter was determined. Chairman McDade then commented how the meters were not calibrated once they were installed, and Ms. Ford added that the meter company did inform them that there would be a certain percentage of meters that don't read properly. Chairman McDade confirmed that this percentage was low compared to the amount of meters that were installed.

The next discussion item was permitting of East Pittsfield Street pumping station. Engineer Palgutta explained that the pumping station was on the fringe of the regulatory area. He added that Sickels had an environmental consultant go out and identify wetlands and anticipated foot print disturbances where we would deem construction would not go beyond. Mr. Palgutta then stated that upon this investigation, it was evident that the proposed construction would not face the wetlands, but it would potentially be inside the transitional area buffer. He added that the buffer could be between 0-150 feet depending on what the DEP would determine. Mr. Palgutta stated that the wetlands were fairly close to the buffer, certainly within the 150 feet. He affirmed to the Board that the Authority's first option would be to begin construction without obtaining permits. He added that this would subject the Authority to potential inspections by the DEP that could possibly stop the progress of this project. Mr. Palgutta stated that the alternative option would be to apply for the formal foot print of disturbance letter of interpretation as well as a waterfront development permit. He further stated that along with these 2 applications, the DEP would want to review the site's history. Mr. Palgutta indicated that the latter option would be optimal due to it being a fairly easy lift and because it would give the Authority peace of mind. Chairman

McDade agreed and stated that he would not want to take the chance of the DEP being dissatisfied with the project mid construction.

Resolution No. 13-97-SA AMENDING THE SCOPE OF WORK AUTHORIZED BY AUTHORITY RESOLUTION NO. 13-85-SA TO NOW INCLUDE ADDITIONAL TOPOGRAPHICAL SURVEY WORK AND THE PREPARATION OF APPLICATIONS FOR THE LOI-FOD PERMIT PROCESS

WHEREAS, by letter dated October 9, 2013, the Pennsville Sewerage Authority (hereinafter referred to as Authority) engineer has advised the Chairman and members of the Authority that he is recommending that in addition to the work authorized by Authority Resolution No. 13-85-SA which is memorialized in the letter to the Authority from the Authority engineer dated August 8, 2013, that they now authorize additional work as is set forth in the letter from the Authority engineer to the Chairman and members of the Authority dated October 9, 2013, which is generally described as “additional topographical survey work and the preparation of applications for the LOI-FOD permit process”; and

WHEREAS, the Authority has determined that in order to insure the continued efficient operation of the Authority’s collection system they authorize the additional work in question,

NOW, THEREFORE, BE IT RESOLVED by the Chairman and members of the Pennsville Sewerage Authority that:

1. The Authority hereby adopts the facts and determinations as set forth in the preamble of this resolution as if the same were more fully set forth herein at length.
2. The Authority Chairman is hereby authorized to execute the Proposal for Professional Services mentioned in the preamble of this resolution at a total cost not to exceed \$13,960. (That amount includes the amount previously authorized under Authority Resolution No 13-85-SA.)

Member Sennstrom moved for adoption of Resolution No. 13-97-SA and Member Hourigan seconded. Roll call vote as follows: Birchmire-absent; Chastain-yes; Hourigan-yes; McDade-yes; Sennstrom-yes; Chollis-yes. Resolution No. 13-97-SA is approved.

The next discussion item was the Teamsters’ contract negotiations. Clerk Ford stated that she had provided the Board with the copy of the letter that she had received from the Teamsters stating that they would be contacting the Authority to schedule contract negotiations. She also stated that Member Chastain and Member Birchmire were on the subcommittee for this process, and Mr. Chastain confirmed this. Mr. Chastain confirmed with Chairman McDade that he had a copy of the contract.

Next on the agenda was the Engineer's report. Engineer Palgutta stated that their office had submitted sections 10 and 11 of the GIS mapping to the township. He also stated that he anticipated submitting section 4 by the next meeting which should be the last of the sections to be completed. Mr. Palgutta added that they would be revisiting some other manholes which needed additional information, and that he anticipated obtaining all that information by the next meeting also.

The Superintendent's report was next on the agenda. Superintendent Cooksey reported that the plant was doing well, and that it was not having any problems with compliance.

Superintendent Cooksey also reported that:

- The plant had an inspection by Jeff Miller from the DEP regarding the ACO in response to a letter Mr. Palgutta sent requesting a release from the ACO. Mr. Cooksey stated that Mr. Miller reviewed all the records we had been keeping and verified we were doing the sampling. He then stated that the inspection went well, and that Mr. Miller told us to expect a letter releasing the Authority from the ACO.
- The mechanical contractor, KRS, was waiting for parts to arrive before he could schedule the repair of the channel grinders.
- All employees who did not have a CDL licenses took the written test. Matt Melita passed and would soon take the road test. Mr. Cooksey stated that he felt the remaining employees would also eventually pass, and it was verified by Member Hourigan that they could retake it in 10 days. Mr. Cooksey also verified that the employees would use the vac truck for the road test because the test would be specific to this truck. Mr. Cooksey also verified that Matt Melita would start driving with one of the two licensed employees to practice.
- Robert Ehle contacted Mr. Cooksey regarding his property connecting to the force main coming from Laura's Glenn. Mr. Cooksey stated that he gave him forms A and B along with the rules and regulations. Mr. Cooksey stated that he forewarned Mr. Ehle to contact the DOT to make sure he can open that road before investing money into this project.
- Performed typical maintenance on collection system - degreased and jetted trouble spots
- A transfer switch went bad at the pump station. Mr. Cooksey stated that he had it repaired by a generator company.
- The vac truck needed repair due to it stalling. Mr. Cooksey stated that it was repaired by Ransome, but that it had not been on the road a lot since the then.

- Cleaned and videoed sewers as much as possible

Mr. Cooksey responded to Chairman McDade's question about the warranty of the vac truck by stating that the repair was covered by the warranty, and that he would provide him with more information regarding the duration of the warranty after he researched it further. He added that any repairs that involved the back of the truck except for the chassis went to Pierce Eagle Equipment, and repairs that involved electronics or emissions go to Ransome, an international dealer in Logan Township. Mr. Cooksey then responded to Member Sennstrom's question regarding the cutter sleds on the vac truck by stating that they had an issue with a sled and the manufacturer sent them a new one with a plate design instead of a rail system. He added that they had not used it yet, but it seemed more durable. He added that the other three sleds on the truck would be replaced with the same new design if need be. After a brief discussion regarding the warranty of the vac truck, Mr. Cooksey stated that he thought the warranty for the actual truck was 5 years, but he would confirm this belief. He stated that this was a long period for a warranty, but that the Authority spent \$324,000 for the vac truck. He then added that the warranty cost was probably built in to the total cost. Mr. McDade commented that the vac truck was well worth its expense due to its convenience when there was an issue.

Member Sennstrom made the comment regarding the GIS mapping project that the process on his end was still continuing as far as adding locations of laterals and placement of force mains to the database. He then responded to Member Chastain's question regarding how much longer would this project continue by stating approximately a couple of months. Member Chastain then recommended an on-going project list for budget purposes for next year.

Chairman McDade commented that the Authority received bids today for the additional work on Enlow Place and wanted to know if the laterals for sewerage were part of this bid. Superintendent Cooksey stated that it was his belief that Mark Kuhns included the laterals in the bid. Mr. McDade then stated that he would review the bids, and that he realized that there was going to be problems with this job. Mr. Cooksey added that they would do what they could for this project.

Alternate Member Chollis thanked Mr. Cooksey for the tour of the plant, and Mr. Cooksey informed Members Chastain and Hourigan that he would be happy to give them a tour also.

The meeting was opened to the public.

Chairman McDade entertained a motion to adjourn. Member Sennstrom so moved. Member Hourigan seconded the motion. All "aye", motion approved. Meeting adjourned at 7:37pm.

Taped by Diane Ford

Transcribed by Phyllis Wyshinski

Official tape and approved resolutions on file in the Sewerage Authority Office.

PENNSVILLE SEWERAGE AUTHORITY

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Scott Hourigan, Secretary