

The reorganization meeting of the Pennsville Sewerage Authority was called to order at 7:00 p.m. on Thursday, February 12, 2015 in the Municipal Building, 90 North Broadway, Pennsville, New Jersey.

Clerk Ford read the Open Public Meetings Act and led all those present in the Pledge of Allegiance.

Clerk Ford read the Pennsville Township Resolution No. 28-2015 A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PENNSVILLE APPOINTING SCOTT HOURIGAN AS A MEMBER OF THE PENNSVILLE SEWERAGE AUTHORITY FOR THE TERM FEBRUARY 1, 2015, ENDING JANUARY 31, 2020

BE IT RESOLVED by the Mayor and members of the Township Committee of the Township of Pennsville that they hereby appoint Scott Hourigan as a member of the Pennsville Sewerage Authority for the term February 1, 2015, ending January 31, 2020.

Solicitor Ray administered the oath of office to Mr. Hourigan.

Authority members present were Marc Chastain, Mary Lou Chollis, Scott Hourigan, Robert McDade, Bernard Sennstrom, II, and Alternate Member William Masten. Other attendees included Authority Solicitor, Walter J. Ray, Karen Wood, Associate of Masten and Ray, Authority Engineer David Palgutta, William Mesogianes, Authority Superintendent Ronald E. Cooksey, and Authority Clerk Diane L. Ford.

Resolution No. 15-07-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY AUTHORIZING THE READING OF AUTHORITY RESOLUTIONS BY TITLE ONLY, TO BE READ IN FULL

BE IT RESOLVED by the members of the Pennsville Sewerage Authority that:

1. All resolutions presented to them for consideration and possible adoption shall be read in title only.
2. No member of the Authority shall vote on any resolution unless they have read the body of each resolution in its entirety.
3. A copy of each resolution which is read by title only shall be kept on file in the office of the Authority Clerk and shall be available for public inspection during normal working hours.

Member Chastain moved for adoption of Resolution No. 15-07-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-07-SA is approved.

The Clerk advised the positions for nominations will be Chairman-Robert E. McDade, Solicitor-Walter J. Ray, First Vice-Chairman-Marc Chastain, Second Vice-Chairman-Bernard Sennstrom, II, Secretary-Scott Hourigan, Treasurer-Mary Lou Chollis Auditor-Bowman & Company, Engineer-Sickels & Associates, Risk Management Consultant-Hardenbergh Insurance Group, Bank Depository-Pennsville National Bank, Municipal Joint Insurance Fund Commissioner-John Willadsen, and Alternate Joint Insurance Fund Commissioner-Ronald E. Cooksey. The clerk called for additional nominations and there were none made.

Resolution No. 15-08-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
MEMORIALIZING THE ELECTION OF ROBERT E. MCDADE AS THE PENNSVILLE SEWERAGE
AUTHORITY'S CHAIRMAN

Member Chastain moved for adoption of Resolution No. 15-08-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes, Masten-yes. Resolution No. 15-08-SA is approved.

Resolution No. 15-09-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
APPOINTING WALTER J. RAY, ESQUIRE, AS SOLICITOR

WHEREAS, the Authority has determined that a need exists for it to employ a Solicitor;
and

WHEREAS, the New Jersey Public Contracts Law, NJS 40A:11-5(1)(a)(I), et seq, permits the award of contracts for professional services without public advertising for bids and bidding;
and

WHEREAS, an "application to render professional services" for the position of Solicitor was solicited in accordance with the provisions of NJS 44A-20.5 and Authority Resolution No. 06-95-SA; and

NOW, THEREFORE, BE IT RESOLVED by the chairman and members of the Authority as follows:

1. Walter J. Ray (hereinafter referred to as "Solicitor") Attorney-at-Law licensed to practice law in the State of New Jersey , whose address is PO Box 406 Pennsville, New Jersey 08070 be and is hereby appointed Solicitor for period commencing February 12, 2015, and ending on reorganization day in 2016.
2. Authority has determined that Solicitor is a qualified professional.
3. Solicitor shall perform routine legal services including attending all duly scheduled Authority meetings, preparing all resolutions, routine correspondence associated with resolutions mentioned above, and counseling the Authority from time to time

with regard to Authority business. Routine legal services shall not include any services dealing with labor relations/contract negotiations, employee disciplinary proceedings, litigation which requires the Solicitor to enter his appearance with a court, either administrative or law, and any other extraordinary duties which the Authority may direct the Solicitor to perform from time to time.

4. In consideration for services to be rendered, Solicitor shall be compensated as follows:
 - a. The payment of the sum \$26,337.02 in 12 equal monthly installments in the amount of \$2,194.75, which amount shall be paid upon the submission of a monthly voucher.
 - b. Non-routine services shall be billed at the rate of \$150.00 per hour which charges shall be approved by the chairman of his designated representative.

BE IT FURTHER RESOLVED that the Chairman and Secretary are hereby directed to execute a contract with Solicitor.

BE IT FURTHER RESOLVED that this contract is awarded without compliance with the competitive bidding requirements of the New Jersey Local Public Contracts Law, and is awarded as a professional services since Solicitor is engaged in and authorized by law to practice a recognized profession.

BE IT LASTLY RESOLVED that a copy of this resolution shall be published in South Jersey Times within ten (10) days after passage.

Member Chastain moved for adoption of Resolution No. 15-09-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-09-SA is approved.

Resolution No. 15-10-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF MARC CHASTAIN AS THE PENNSVILLE SEWERAGE AUTHORITY'S FIRST VICE-CHAIRMAN

Member Chastain moved for adoption of Resolution No. 15-10-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-10-SA is approved.

Resolution No. 15-11-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF BERNARD SENNSTROM, II AS SECOND VICE-CHAIRMAN

Member Chastain moved for adoption of Resolution No. 15-11-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-11-SA is approved.

Resolution No. 15-12-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
MEMORIALIZING THE ELECTION OF SCOTT HOURIGAN AS SECRETARY

Member Chastain moved for adoption of Resolution No. 15-12-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-12-SA is approved.

Resolution No. 15-13-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
MEMORIALIZING THE ELECTION OF MARY LOU CHOLLIS AS TREASURER

Member Chastain moved for adoption of Resolution No. 15-13-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-13-SA is approved.

Resolution No. 15-14-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
APPOINTING BOWMAN & COMPANY AS AUDITOR

Member Chastain moved for adoption of Resolution No. 15-14-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-14-SA is approved.

Resolution No. 15-15-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
APPOINTING SICKELS & ASSOCIATES AS AUTHORITY ENGINEER

Member Chastain moved for adoption of Resolution No. 15-15-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-15-SA is approved.

Resolution No. 15-16-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
APPOINTING HARDENBERGH INSURANCE GROUP AS AUTHORITY RISK MANAGEMENT
CONSULTANT

Member Chastain moved for adoption of Resolution No. 15-16-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-16-SA is approved.

Resolution No. 15-17-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY
DESIGNATING PENNSVILLE NATIONAL BANK AS DEPOSITORY OF ALL AUTHORITY FUNDS FOR
THE PERIOD FEBRUARY 12, 2015 THROUGH REORGANIZATION DAY 2016.

Member Chastain moved for adoption of Resolution No. 15-17-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-abstained. Resolution No. 15-17-SA is approved.

Resolution No. 15-18-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING JOHN WILLADSEN TO THE POSITION OF MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

Member Chastain moved for adoption of Resolution No. 15-18-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-18-SA is approved.

Resolution No. 15-19-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING RONALD E. COOKSEY AS AN ALTERNATE MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

Member Chastain moved for adoption of Resolution No. 15-19-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-19-SA is approved.

Resolution No. 15-20-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF PENNSVILLE WHICH AGREEMENT WILL PROVIDE FINANCIAL SERVICES TO BE RENDERED TO THE AUTHORITY BY THE TOWNSHIP FINANCE OFFICE

Member Chastain moved for adoption of Resolution No. 15-20-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-20-SA is approved.

Resolution No. 15-21-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DIRECTING THAT AUTHORITY PURCHASES BE IN COMPLIANCE WITH NEW JERSEY LOCAL PUBLIC CONTRACTS LAW

Member Chastain moved for adoption of Resolution No. 15-21-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-21-SA is approved.

Resolution No. 15-22-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY SETTING ANNUAL MEETING SCHEDULE

Member Chastain moved for adoption of Resolution No. 15-22-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-22-SA is approved.

Resolution No. 15-23-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ADOPTING ROBERTS RULES OF ORDER, REVISED

Member Chastain moved for adoption of Resolution No. 15-23-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-23-SA is approved.

Resolution No. 15-24-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY PERMITTING PUBLIC PARTICIPATION AT PUBLIC MEETINGS AND LIMITING PARTICIPATION TO FIVE MINUTES PER PERSON

Member Chastain moved for adoption of Resolution No. 15-24-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-24-SA is approved.

Resolution No. 15-25-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING SOUTH JERSEY TIMES AS OFFICIAL AUTHORITY NEWSPAPER

Member Chastain moved for adoption of Resolution No. 15-25-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-25-SA is approved.

Resolution No. 15-26-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING THE AUTHORITY CLERK AS THE RESPONSIBLE PARTY FOR FILING NOTICES PURSUANT TO OPEN PUBLIC MEETINGS ACT

Member Chastain moved for adoption of Resolution No. 15-26-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-26-SA is approved.

Resolution No. 15-27-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ESTABLISHING PROCEDURES FOR THE ADOPTION OF RESOLUTIONS BY THE AUTHORITY

Member Chastain moved for adoption of Resolution No. 15-27-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-27-SA is approved.

Resolution No. 15-28-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY AUTHORIZING THE AUTHORITY CHAIRMAN TO ESTABLISH COMMITTEES AND TO APPOINT

COMMITTEE MEMBERS AND COMMITTEE CHAIRMEN, AND TO DELINEATE COMMITTEE FUNCTIONS

Member Chastain moved for adoption of Resolution No. 15-28-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-28-SA is approved.

The Chairman read the assignment of committee chairmanship and members as follows:

- | | |
|-----------------------------|---|
| A. Administration | Robert E. McDade |
| B. Finance | Mary Lou Chollis |
| C. Connections to System | Bernard Sennstrom, II |
| D. Treatment Plant & System | Robert E. McDade
Bernard Sennstrom, II |
| E. Labor Relations | Marc Chastain/ Scott Hourigan |

The Chairman asked the members if they have reviewed the monthly budget report.

Resolution No. 15-29-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member Chastain moved for adoption of Resolution No. 15-29-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-29-SA is approved.

Resolution No. 15-30-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 8, 2015

Member Chastain moved for adoption of Resolution No. 15-30-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-30-SA is approved.

Resolution No. 15-31-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO AN AGREEMENT WITH SIGNATURE INFORMATION SOLUTIONS- ELECTRONIC ACCESS TO AUTHORITY BILLING RECORDS

Member Chastain moved for adoption of Resolution No. 15-31-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-31-SA is approved.

Resolution No. 15-32-SA RESCINDING RESOLUTION NO. 15-05-SA WHICH AUTHORIZED THE AUTHORITY CLERK TO ADJUST ACCOUNT NO. 1900063-0 WAY OF A REDUCTION IN THE AMOUNT OF \$549.48

Member Chastain moved for adoption of Resolution No. 15-32-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-32-SA is approved.

Resolution No. 15-33-SA AUTHORIZING THE AUTHORITY CLERK TO SUBMIT A PARTICIPATION RESPONSE FORM TO THE COUNTY OF SALEM, WHICH FORM WILL MEMORIALIZE THE AUTHORITY'S DESIRE TO PARTICIPATE IN THE SOUTH JERSEY POWER COOPERATIVE'S PURCHASE OF ELECTRICAL ENERGY FOR A TWO-YEAR PERIOD COMMENCING JUNE 2015 AND ENDING IN APPROXIMATELY JUNE 2017

Member Chastain moved for adoption of Resolution No. 15-33-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-33-SA is approved.

Resolution No. 15-34-SA AUTHORIZING THE PROMOTION OF JOSHUA MELITA TO THE POSITION OF 1ST CLASS UNLICENSED OPERATOR WITH CDL TO BE PAID AT THE RATE OF \$23.87 PER HOUR

Member Chastain moved for adoption of Resolution No. 15-34-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-34-SA is approved.

Resolution No. 15-35-SA AUTHORIZING THE PROMOTION OF RICK HARRIS TO THE POSITION OF 2ND CLASS UNLICENSED OPERATOR TO BE PAID AT THE RATE OF \$21.92 PER HOUR

Member Chastain moved for adoption of Resolution No. 15-35-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-35-SA is approved.

The first discussion item was On-line payments. The system has been tested and the payments are taking up to 48 hours to post. The clerk gave a brief overview of the transfer of funds process. In addition, new bills have been ordered with the new payment options. The information will be linked to the Township website.

Resolution No. 15-36-SA AUTHORIZING THE PROMOTION OF

Member Chastain moved for adoption of Resolution No. 15-36-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Masten-yes. Resolution No. 15-36-SA is approved.

Next on the agenda is the Engineer's report. Engineer Palgutta updated the members on a few items regarding East Pittsfield Street. 60 percent of transmittals have been received by the office and the contractor should be in receipt of the generator towards the end of this month and the end of next month for the Pumping Station. The Pump Station design phase is continuing with hopes that by the next meeting a schedule is coordinated with Superintendent Cooksey regarding bypass pumping and how project will proceed from that point. Member Scott Hourigan questioned how long the job will take. Palgutta stated the job could take up to 6 months but is anticipated to only take about a month and a half. There was a brief discussion about the replacement of the generator and finding another use for the old one.

The Superintendent's report was next on the agenda. Superintendent Cooksey stated the plant is in compliance. He updated the members on a few projects being worked on.

Superintendent Cooksey also reported that:

- Completed the Nutrient Study
- Annual Bio Solids Report submitted
- Goose Lane easement maintained
- Worked with the Highway Department on a job
- Backflow Testing- DEP is requiring certified tester to submit paperwork online. Superintendent Cooksey stated compensation should be considered. Member Sennstrom questioned a possible shared service to have Tom Gant from Salem do the testing. Superintendent Cooksey stated he could just hire him directly instead of shared service.
- Assisted Emergency Management with gas odor
- Advertise bid for Submersible Pumps
- Replacing pump valves at pump stations
- Training with CDL, Blood borne Pathogen and Fire Safety

The meeting was open to the public.

Chairman McDade entertained a motion to adjourn. Member Chastain so moved, Member Sennstrom seconded. All "aye", motion carried. Meeting adjourned at 7:59 p.m.

Taped by Diane L. Ford

Transcribed by Ashley B. Rivera

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

PENNSVILLE SEWERAGE AUTHORITY

Scott Hourigan, Secretary