

The regular meeting of the Pennsville Sewerage Authority was called to order at 7:00 p.m. on Thursday, May 14, 2015 in the Municipal Building, 90 North Broadway, Pennsville, New Jersey.

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

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

Resolution No. 15-49-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member Chastain moved for adoption of Resolution No. 15-49-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-49-SA is approved.

Resolution No. 15-50-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON APRIL 9, 2015

Member Chastain moved for adoption of Resolution No. 15-50-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-50-SA is approved.

Resolution No. 15-51-SA AUTHORIZING THE AUTHORITY CLERK TO ADJUST GRACE ORTHODOX PRESBYTERIAN CHURCH'S ACCOUNT NO. 1900561 IN ITS FAVOR IN THE AMOUNT OF \$487.27 AS A RESULT OF A WATER LEAK (CHURCHES ARE BILLED BASED ON WATER CONSUMPTION)

Member Chastain moved for adoption of Resolution No. 15-51-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-51-SA is approved.

Resolution No. 15-52-SA AUTHORIZING A TRANSFER OF FUNDS

Member Chastain moved for adoption of Resolution No. 15-52-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-52-SA is approved.

Resolution No. 15-53-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF PENNSVILLE FOR INFORMATION TECHNOLOGY SERVICES FOR THE MONTHS OF MAY AND JUNE 2015

Member Chastain moved for adoption of Resolution No. 15-53-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-53-SA is approved.

Resolution No. 15-54-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A CONTRACT WITH A&M PRODUCTS FOR THE PURCHASE OF FOUR 55-GALLON DRUMS OF LIFT STATION DEGREASER AT A COST NOT TO EXCEED \$7,154.00 (WHICH COST INCLUDES FREIGHT)

Member Chastain moved for adoption of Resolution No. 15-54-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-54-SA is approved.

Resolution No. 15-55-SA APPROVING THE FORM OF A DEED OF EASEMENT OVER AND ACROSS A PORTION OF TAX BLOCK 401, LOT 4, AS SHOWN ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF PENNSVILLE, AND AUTHORIZING THE AUTHORITY CHAIRMAN TO EXECUTE THE DEED AS EVIDENCE OF THE AUTHORITY'S UNDERSTANDING WITH THE GRANTOR DEALING WITH THEIR RESPECTIVE RIGHTS AND RESPONSIBILITIES

Member Chastain moved for adoption of Resolution No. 15-55-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-55-SA is approved.

Resolution No. 15-56-SA APPROVING THE REQUEST OF AUTHORITY EMPLOYEE JOSEPH MCKIE FOR AN EXTENSION OF HIS DISABILITY LEAVE TO JUNE 11, 2015

Member Chastain moved for adoption of Resolution No. 15-56-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-56-SA is approved.

The first item for discussion was back billing. Clerk Ford explained according to the Tax Collector every 5 years a State audit is done to determine if a resident's income has changed and they no longer are eligible for the deduction. After discussion by the Board, Clerk Ford is to report back to the Board at the next meeting regarding additional information she obtains from the Tax Collector.

The next item for discussion is the Delinquency Process. Clarification has been made that the online system will be shut down 72 hours prior to shut off and from that point forward payments are to be certified and made in the office.

Resolution No. 15-57-SA APPROVING THE DELINQUENCY COLLECTION ACCOUNT LOCK OUT PROCEDURE AS SET FORTH IN THE MEMO FROM THE AUTHORITY CLERK TO THE MEMBERS

OF THE BOARD DATED APRIL 30, 2015, A COPY OF WHICH IS ATTACHED HERETO AND MADE A PART HEREOF

BE IT RESOLVED by the Chairman and members of the Pennsville Sewerage Authority that they hereby approve the delinquency collection account lock out procedure set forth in the memo from the Authority Clerk to the members of the Pennsville Sewerage Authority dated April 30, 2015, a copy of which is attached hereto and made a part hereof.

Member Chastain moved for adoption of Resolution No. 15-57-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-57-SA is approved.

Another discussion item was the Outfall Pipe. Various pictures were submitted to the DEP, and although it was not requested, the DEP responded back with an Emergency Authorization. Application Packet is required by the DEP along with construction submissions within 30 days to the DEP and Army Corp. The Contractor stated the cost will roughly be \$40,000 but a formal proposal is being worked on for the Board to view before moving forward, however he may not be able to get to the project until the end of next month. The application fee is \$3,000.00 and the project is anticipated to move forward much smoother and quicker than originally planned.

The last discussion item was a refund for \$50.00 to Wawa which was an overpayment of a disconnect fee that was included in a connection payment.

Resolution No. 15-58-SA AUTHORIZING THE AUTHORITY CLERK TO REFUND A CONNECTION FEE OVERPAYMENT IN THE AMOUNT OF \$50.00 TO WAWA, WITH THE CHECK TO WAWA BEING SENT IN CARE OF NEIL E. SANDER, PE

WHEREAS, the Chairman and members of the Pennsville Sewerage Authority have been notified by the Authority Clerk that Wawa overpaid their connection fee in the amount of \$50.00,

NOW, THEREFORE BE IT RESOLVED by the Chairman and members of the Pennsville Sewerage Authority that they hereby authorize the Authority Clerk to refund a connection fee overpayment in the amount of \$50.00 to Wawa, with the check made payable to Wawa being sent in care of Neil E. Sander, PE, Dynamic Engineering Earth Survey Traffic. 1904 Main Street, Lake Como, NJ 07719

Member Chastain moved for adoption of Resolution No. 15-58-SA and Member Sennstrom seconded. Roll call vote as follows: Chastain-yes; Chollis-yes; McDade-yes; Sennstrom-yes; Hourigan-yes. Resolution No. 15-58-SA is approved.

Next on the agenda was the Engineer's report. Engineer Palgutta updated the members on the East Pittsfield Street Project. B&H Contracting, Inc., has sent a schedule to start the week after Memorial Day with the same end date previously discussed.

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.

- Video Inspections- Found a few problem- one minor problem on intersection of Enlow & Castle Heights- Also found a deteriorated 10" line near Franklin Saving Bank
- Problem on Fifth St. Pumping Station -Motor went bad
- DEP Inspection- went well
- Video Inspections with the Highway Dept.- camera got stuck, little damage to camera
- Plow Point Acres Connection- Shirley Vanneman- no activity yet

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 7:53p.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