

The reorganization meeting of the Pennsville Sewerage Authority was called to order at 7:00 p.m. on Thursday, February 11, 2016 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. 50-2016 A RESOLUTION OF THE MAYOR AND MEMBERS OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PENNSVILLE AUTHORIZING THE TOWNSHIP'S MAYOR TO APPOINT WILLIAM L. MASTEN AS A MEMBER OF THE PENNSVILLE SEWERAGE AUTHORITY

**WHEREAS**, there is a vacancy on the Pennsville Sewerage Authority; and

**WHEREAS**, the members of the Township Committee of the Township of Pennsville (hereinafter referred to as Committee) have determined that it is both necessary and proper to fill the above mentioned position; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and the members of the Township Committee of the Township of Pennsville that in accordance with the provisions of Chapter 2, Article 12, Section 6, William L. Masten is hereby appointed as a member of the Pennsville Sewerage Authority for a five-year term effective February 11, 2016, and ending January 31, 2021.

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

Clerk Ford read the Pennsville Township Resolution No. 57-2016 A RESOLUTION OF THE MAYOR AND MEMBERS OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PENNSVILLE AUTHORIZING THE TOWNSHIP'S MAYOR TO APPOINT JOHN SMITH AS ALTERNATE #2 TO THE PENNSVILLE SEWERAGE AUTHORITY FOR THE PERIOD JANUARY 31, 2016 ENDING JANUARY 31, 2021

**WHEREAS**, there is a vacancy on the Pennsville Sewerage Authority; and

**WHEREAS**, the members of the Township Committee of the Township of Pennsville (hereinafter referred to as Committee) have determined that it is both necessary and proper to fill the above mentioned position; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and the members of the Township Committee of the Township of Pennsville that in accordance with the provisions of Chapter 2, Article 12, Section 6, John Smith is hereby appointed as Alternate #2 to the Pennsville Sewerage Authority for the period January 31, 2016, and ending January 31, 2021.

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

Authority members present were Mary Lou Chollis, Scott Hourigan, Robert McDade, Bernard Sennstrom, II, William Masten and Alternate Member John Smith. Other attendees included Authority Solicitor, Walter J. Ray, Authority Engineer David Palgutta, Authority Superintendent Ronald E. Cooksey, Assistant Superintendent Mark Kuhns, Authority CFO John Willadsen, William Mesogianes of Sickels and Authority Clerk Diane L. Ford.

Resolution No. 16-08-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
AUTHORIZING THE READING OF AUTHORITY RESOLUTIONS BY TITLE ONLY

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 by 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 Sennstrom moved for adoption of Resolution No. 16-08-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-08-SA is approved.

Clerk Ford read a list of positions to be filled and the name she had for each position. She called for additional nominations from the table. There were none. Nominations were closed.

Resolution No. 16-09-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
MEMORIALIZING THE ELECTION OF ROBERT E. MCDADE AS THE PENNSVILLE SEWERAGE  
AUTHORITY'S CHAIRMAN

Member Sennstrom moved for adoption of Resolution No. 16-09-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-09-SA is approved.

Resolution No. 16-10-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
APPOINTING WALTER J. RAY, ESQUIRE, AS SOLICITOR

Member Sennstrom moved for adoption of Resolution No. 16-10-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-10-SA is approved.

Resolution No. 16-11-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF BERNARD SENNSTROM, II AS THE PENNSVILLE SEWERAGE AUTHORITY'S FIRST VICE-CHAIRMAN

Member Sennstrom moved for adoption of Resolution No. 16-11-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-11-SA is approved.

Resolution No. 16-12-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF MARY LOU CHOLLIS AS SECOND VICE-CHAIRMAN

Member Sennstrom moved for adoption of Resolution No. 16-12-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-12-SA is approved.

Resolution No. 16-13-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF SCOTT HOURIGAN AS SECRETARY

Member Sennstrom moved for adoption of Resolution No. 16-13-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-13-SA is approved.

Resolution No. 16-14-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF WILLIAM MASTEN AS TREASURER

Member Sennstrom moved for adoption of Resolution No. 16-14-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-14-SA is approved.

Resolution No. 16-15-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING BOWMAN & COMPANY AS AUDITOR

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

Resolution No. 16-16-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING SICKELS & ASSOCIATES AS AUTHORITY ENGINEER

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

Resolution No. 16-17-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING HARDENBERGH INSURANCE GROUP AS AUTHORITY RISK MANAGEMENT CONSULTANT

Member Sennstrom moved for adoption of Resolution No. 16-17-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-17-SA is approved.

Resolution No. 16-18-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING PENNSVILLE NATIONAL BANK AS DEPOSITORY OF ALL AUTHORITY FUNDS FOR THE PERIOD FEBRUARY 11, 2016 THROUGH REORGANIZATION DAY 2017.

Member Sennstrom moved for adoption of Resolution No. 16-18-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-abstain; McDade-yes; Sennstrom-yes. Resolution No. 16-18-SA is approved.

Resolution No. 16-19-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING JOHN WILLADSEN TO THE POSITION OF MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

Member Sennstrom moved for adoption of Resolution No. 16-19-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-19-SA is approved.

Resolution No. 16-20-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING RONALD E. COOKSEY AS AN ALTERNATE MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

Member Sennstrom moved for adoption of Resolution No. 16-20-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-20-SA is approved.

Resolution No. 16-21-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 Sennstrom moved for adoption of Resolution No. 16-21-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-21-SA is approved.

Resolution No. 16-22-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DIRECTING THAT AUTHORITY PURCHASES BE IN COMPLIANCE WITH NEW JERSEY LOCAL PUBLIC CONTRACTS LAW

Member Sennstrom moved for adoption of Resolution No. 16-22-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-22-SA is approved.

Resolution No. 16-23-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY SETTING ANNUAL MEETING SCHEDULE

Member Sennstrom moved for adoption of Resolution No. 16-23-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-23-SA is approved.

Resolution No. 16-24-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ADOPTING ROBERTS RULES OF ORDER, REVISED

Member Sennstrom moved for adoption of Resolution No. 16-24-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-24-SA is approved.

Resolution No. 16-25-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY PERMITTING PUBLIC PARTICIPATION AT PUBLIC MEETINGS AND LIMITING PARTICIPATION TO FIVE MINUTES PER PERSON

Member Sennstrom moved for adoption of Resolution No. 16-25-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-25-SA is approved.

Resolution No. 16-26-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING SOUTH JERSEY TIMES AS THE OFFICIAL AUTHORITY NEWSPAPER

Member Sennstrom moved for adoption of Resolution No. 16-26-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-26-SA is approved.

Resolution No. 16-27-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 Sennstrom moved for adoption of Resolution No. 16-27-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-27-SA is approved.

Resolution No. 16-28-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ESTABLISHING PROCEDURES FOR THE ADOPTION OF RESOLUTIONS BY THE AUTHORITY

Member Sennstrom moved for adoption of Resolution No. 16-28-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-28-SA is approved.

Resolution No. 16-29-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 Sennstrom moved for adoption of Resolution No. 16-29-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-29-SA is approved.

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

- |                             |   |
|-----------------------------|---|
| A. Administration           | Robert E. McDade                          |
| B. Finance                  | William L. Masten                         |
| C. Connections to System    | Bernard Sennstrom, II                     |
| D. Treatment Plant & System | Robert E. McDade<br>Bernard Sennstrom, II |
| E. Labor Relations          | Mary Lou Chollis/ Scott Hourigan          |

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

Resolution No. 16-30-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member Sennstrom moved for adoption of Resolution No. 16-30-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-30-SA is approved.

Resolution No. 16-31-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 14, 2016

Member Sennstrom moved for adoption of Resolution No. 16-31-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-31-SA is approved.

Resolution No. 16-32-SA APPROVING MINUTES OF AN EXECUTIVE SESSION OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 14, 2016

Member Sennstrom moved for adoption of Resolution No. 16-32-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-32-SA is approved.

The first discussion item was White Street. It has been determined during the cap off on 3 White Street that there are 2 illegal connections at 5 & 7 White Street. Superintendent Cooksey would like a letter to be written requiring connection fees and back billing for the past 3 years.

Next on the agenda is the Engineer's report. Engineer Palgutta advised the members he has been discussing the size of the generator with Superintendent Cooksey. Stacy Davis will meet next week to test the load at the Wastewater Treatment Plant to determine the size of the generator that is needed.

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:

- Penn Terrace stoppage
- Pizza Hut- stoppage in the line for grease
- Phone interview with unemployment for Rich Harris
- Annual Report
- Plowing with Township Highway Department
- Issues with tides around 9 station- White Street
- Online survey for Asset Management Plan
- Lockout/Tag out Training
- Bioassay scheduled for next week
- Bearings in line with the quote

Superintendent Cooksey and Assistant Superintendent Kuhns are in contract negotiations and are looking for a 2% salary increase, and a decrease in Insurance.

Resolution No. 16-33-SA AUTHORIZING A CLOSED SESSION IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT- A MATTER INVOLVING THE EMPLOYMENT RELATIONSHIP BETWEEN THE PENNSVILLE SEWERAGE AUTHORITY AND AN AUTHORITY EMPLOYEE. RONALD COOKSEY AND MARK KUHNS- DISCUSS NEW CONTRACTS

Member Sennstrom moved for adoption of Resolution No. 16-33-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 16-33-SA is approved.

Closed Session minutes are on a separate document.

The meeting was open to the public.

Chairman McDade entertained a motion to adjourn. Member Sennstrom so moved, Member Chollis seconded. All "aye", motion carried. Meeting adjourned at 8:20 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

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Scott Hourigan, Secretary