

The reorganization meeting of the Pennsville Sewerage Authority was called to order at 7:00 p.m. on Thursday, February 9, 2017 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. 60-2017 A RESOLUTION OF THE MAYOR AND MEMBERS OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PENNSVILLE AMENDING RESOLUTION 57-2017, WHICH AMENDMENT WILL CORRECT THE TERM OF BERNARD SENNSTROM II, AS A MEMBER OF THE PENNSVILLE SEWERAGE AUTHORITY FROM FOURS YEARS TO FIVE YEARS

**WHEREAS**, by Resolution No. 57-2017 the Township Committee of the Township of Pennsville (hereinafter referred to as Committee) appointed Bernard Sennstrom, II, as a member of the Pennsville Sewerage Authority for the term January 1, 2017, and ending December 31, 2021; and

**WHEREAS**, the Committee has determined that the term should have been for five years for the period February 1, 2017, and ending January 31, 2022,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and members of the Township Committee of the Township of Pennsville that hereby correct the term set forth in Resolution No. 57-2017 to read February 1, 2017, and ending January 31, 2022.

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

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, William Mesogianes of Sickels and Authority Clerk Diane L. Ford.

Resolution No. 17-07-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 McDade moved for adoption of Resolution No. 17-07-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-07-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.

Resolution No. 17-08-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF BERNARD SENNSTROM II AS THE PENNSVILLE SEWERAGE AUTHORITY'S CHAIRMAN

Member McDade moved for adoption of Resolution No. 17-08-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-08-SA is approved.

Resolution No. 17-09-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING WALTER J. RAY, ESQUIRE, AS SOLICITOR

Member McDade moved for adoption of Resolution No. 17-09-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-09-SA is approved.

Resolution No. 17-10-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF MARY LOU CHOLLIS AS THE PENNSVILLE SEWERAGE AUTHORITY'S FIRST VICE-CHAIRMAN

Member McDade moved for adoption of Resolution No. 17-10-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-10-SA is approved.

Resolution No. 17-11-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF ROBERT E. MCDADE AS SECOND VICE-CHAIRMAN

Member McDade moved for adoption of Resolution No. 17-11-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-11-SA is approved.

Resolution No. 17-12-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF SCOTT HOURIGAN AS SECRETARY

Member McDade moved for adoption of Resolution No. 17-12-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-12-SA is approved.

Resolution No. 17-13-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
MEMORIALIZING THE ELECTION OF WILLIAM MASTEN AS TREASURER

Member McDade moved for adoption of Resolution No. 17-13-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-13-SA is approved.

Resolution No. 17-14-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
APPOINTING BOWMAN & COMPANY AS AUDITOR

Member McDade moved for adoption of Resolution No. 17-14-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-14-SA is approved.

Resolution No. 17-15-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
APPOINTING SICKELS & ASSOCIATES AS AUTHORITY ENGINEER

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

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

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

Resolution No. 17-17-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
DESIGNATING PENNSVILLE NATIONAL BANK AS DEPOSITORY OF ALL AUTHORITY FUNDS FOR  
THE PERIOD FEBRUARY 9, 2017 THROUGH REORGANIZATION DAY 2018.

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

Resolution No. 17-18-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
APPOINTING JOHN WILLADSEN TO THE POSITION OF MUNICIPAL JOINT INSURANCE FUND  
COMMISSIONER

Member McDade moved for adoption of Resolution No. 17-18-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-18-SA is approved.

Resolution No. 17-19-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
APPOINTING RONALD E. COOKSEY AS AN ALTERNATE MUNICIPAL JOINT INSURANCE FUND  
COMMISSIONER

Member McDade moved for adoption of Resolution No. 17-19-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-19-SA is approved.

Resolution No. 17-20-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 McDade moved for adoption of Resolution No. 17-20-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-20-SA is approved.

Resolution No. 17-21-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
DIRECTING THAT AUTHORITY PURCHASES BE IN COMPLIANCE WITH NEW JERSEY LOCAL PUBLIC  
CONTRACTS LAW

Member McDade moved for adoption of Resolution No. 17-21-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-21-SA is approved.

Resolution No. 17-22-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
SETTING ANNUAL MEETING SCHEDULE

Member McDade moved for adoption of Resolution No. 17-22-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-22-SA is approved.

Resolution No. 17-23-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY  
ADOPTING ROBERTS RULES OF ORDER, REVISED

Member McDade moved for adoption of Resolution No. 17-23-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-23-SA is approved.

Resolution No. 17-24-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY PERMITTING PUBLIC PARTICIPATION AT PUBLIC MEETINGS AND LIMITING PARTICIPATION TO FIVE MINUTES PER PERSON

Member McDade moved for adoption of Resolution No. 17-24-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-24-SA is approved.

Resolution No. 17-25-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING SOUTH JERSEY TIMES AS THE OFFICIAL AUTHORITY NEWSPAPER

Member McDade moved for adoption of Resolution No. 17-25-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-25-SA is approved.

Resolution No. 17-26-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 McDade moved for adoption of Resolution No. 17-26-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-26-SA is approved.

Resolution No. 17-27-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ESTABLISHING PROCEDURES FOR THE ADOPTION OF RESOLUTIONS BY THE AUTHORITY

Member McDade moved for adoption of Resolution No. 17-27-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-27-SA is approved.

Resolution No. 17-28-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 McDade moved for adoption of Resolution No. 17-28-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-28-SA is approved.

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

A. Administration	Bernard Sennstrom, II
B. Finance	William L. Masten
C. Connections to System	Robert E. McDade
D. Treatment Plant & System	Robert E. McDade
	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. 17-29-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 17-29-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-29-SA is approved.

Resolution No. 17-30-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 12, 2017

Member McDade moved for adoption of Resolution No. 17-30-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-30-SA is approved.

Resolution No. 17-31-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO AN AGREEMENT WITH SIGNATURE INFORMATION SOLUTIONS- ELECTRONIC ACCESS TO AUTHORITY BILLING RECORDS

Member McDade moved for adoption of Resolution No. 17-31-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 17-31-SA is approved.

There was a brief discussion regarding the roof on the office building. Member McDade stated a contractor will be replacing the roof to the billing office after the weather breaks.

Next on the agenda is the Engineer's report. Engineer Palgutta thanked the PSA for reappointing Sickels and Associates. There was a brief update on the Generator project. He stated everything has been tested and the doors should be installed by February 27<sup>th</sup>. Superintendent Cooksey stated a utility line adjustment had to be made.

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:

- Update on Vanneman connection-trouble getting easement, so had to modify connection review form
- There were several call outs to 74 Oak Street. Clerk Ford stated the gentleman was very rude when he called the office didn't want to go through the process the office needs to be able to direct him in the right direction. Superintendent Cooksey stated this is complicated and there is a lengthy history at this property. Mr. Cooksey advised the Board that back in the early 2000's, The Water Department was working on a meter and damaged a sewer pipe, the Authority went in and fixed the pipe and added a cleanout. While making this repair, the root system of a tree was disturbed, the Authority paid to have this tree removed to avoid any future issues. Mr. Cooksey had a very detailed conversation with the owner and explained the Authority's responsibility and how we have already gone above and beyond to help him. The owner is threatening to file a claim for a damaged rug in the basement. Superintendent Cooksey stated he will drop the 16-page document off to file a claim if he chooses to pursue.
- Force Main break on E. Pittsfield St. – Thin wall PVC pipe that will need to be replaced. The line is 2500 ft. of force main. Superintendent Cooksey advised he would like to have this fixed sooner rather than later.
- Submittals- EPA Sludge Report, OSHA Injury Report, 4th Qtr. Sludge WCR, PT Study, Beneficial reuse, Fixed Asset update Report, Fork lift Certification Training

Chairman Sennstrom questioned the Xmas Tree Lane property. Superintendent Cooksey stated he has spoken to Chris Fowser and she has been told that she has to notify the County Board of Health. He stated he spoke to Dale Boston and explained the situation to him since he is familiar with the process. No additional update at this time.

Member Chollis questioned how Mr. Cooksey made out with the guy from South Jersey Gas. Superintendent Cooksey stated that he was trying to find meters that the gas company couldn't find.

Member McDade brought up the line on Broadway and stated he didn't want it to fall through the cracks.

The meeting was open to the public.

Chairman Sennstrom entertained a motion to adjourn. Member McDade so moved, Member Chollis seconded. All "aye", motion carried. Meeting adjourned at 7:31 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