

The regular meeting of the Pennsville Sewerage Authority was called to order by Chairman Bernard Sennstrom, II, at 7:00 p.m. on Thursday, May 9, 2019 in the Municipal Building, 90 North Broadway, Pennsville, New Jersey. Chairman Sennstrom read the Open Public Meetings Act Statement and led all present with the Pledge to the flag.

Authority members present in addition to Chairman Bernard Sennstrom, II, were Mary Lou Chollis, Scott Hourigan, William Masten, and Robert McDade. Other attendees included Alternate Member John Smith, Alternate Member Dan Neu, Superintendent Ronald Cooksey, Assistant Superintendent Mark Kuhns, Authority Solicitor Walter Ray, William Mesogianes of Sickels and Associates, Authority Engineer David Palgutta, Assistant Authority Clerk Kimberly Lockwood, and Authority Clerk Diane Ford.

Chairman Sennstrom asked the Board if they had reviewed the monthly budget report. He pointed out that the members were provided with the two versions of the report for this meeting so that they could decide which they prefer. In reviewing the two reports, it was decided that the new version that was provided was the preferred format. Chairman Sennstrom called for a motion to approve the change in the format of the budget report. Member McDade so moved, Member Chollis seconded. All "aye", motion carried.

**Resolution No. 19-58-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED**

Member McDade moved for adoption of Resolution No. 19-58-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-58-SA is approved.

**Resolution No. 19-59-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON APRIL 11, 2019**

Member McDade moved for adoption of Resolution No. 19-59-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – abstain; McDade – yes; Sennstrom – yes; Smith – yes. Resolution No. 19-59-SA is approved.

**Resolution No. 19-61-SA AUTHORIZING PAYMENTS FOR SERVICES AND EQUIPMENT ASSOCIATED WITH EMERGENCY REPAIRS MADE TO THE AUTHORITY'S GRAVITY SEWER MAIN LOCATED UNDER WASHINGTON DRIVE, TOWNSHIP OF PENNSVILLE, COUNTY OF SALEM, NEW JERSEY TO WIT A PAYMENT TO J. WILSON INC., IN THE AMOUNT OF \$38,889.00 (TRENCH RESTORATION).**

Member McDade moved for adoption of Resolution No. 19-61-SA and Member Chollis seconded.

Member Chollis asked if this was the final payment. Chairman Sennstrom said this project still has other parts to be completed but as far as this portion goes this is the last payment.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-61-SA is approved.

Resolution No. 19-62-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO EXECUTE A CONTRACT WITH CHERRY HILL WINNER FORD FOR THE PURCHASE OF ONE 2019 FORD F-150 4X4 EXTENDED CAB PICKUP TRUCK FOR A TOTAL NOT TO EXCEED \$26,860.00.

Member McDade moved for adoption of Resolution No. 19-62-SA and Member Chollis seconded.

Superintendent Cooksey stated this truck is to replace a 1997 truck that the Authority currently has.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-62-SA is approved.

Resolution No. 19-63-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A CONTRACT WITH THE AUTHORITY ENGINEER SICKELS AND ASSOCIATES FOR ENGINEERING SERVICES ASSOCIATED WITH THE INSTALLATION OF THE AUTHORITY'S NEW ROTATING BIOLOGICAL CONTRACTOR (RBC).

Member McDade moved for adoption of Resolution No. 19-63-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-63-SA is approved.

Resolution No. 19-64-SA APPROVING A ONE YEAR EXTENSION OF THE AUTHORITY'S CONTRACT WITH STANDARD PIPE SERVICES LLC WITH A COST OF THE EXTENDED CONTRACT NOT TO EXCEED \$250,000.

Member McDade moved for adoption of Resolution No. 19-64-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-64-SA is approved.

The first item for discussion is the reconstruction of the Washington Drive roadway. Superintendent Cooksey said he went to the bid opening and one of the contractors wanted \$3,800 for the additional work and the other wanted over \$8,000 for it. At that time, he said he would look into it and see what it was that needed to be done. Superintendent Cooksey said he spoke to John Wilson earlier today and he said he would repair the 21 feet of additional work for \$2,600. Superintendent Cooksey said he thinks that should be done before they do the asphalt overlay to save a little bit of money. Member McDade said the contractors included more in that quote than just concrete, they include a freshly dug trench and several other things. Superintendent Cooksey said he believes that is work that is included in the bid package, the alternate is just the 21 feet of curbing. Engineer Palgutta clarified the alternate includes 25 linear feet of curb and gutter, 10 square yards of miscellaneous DGA if and where, and about 5 square yards of top soil and hydro seeding. There was further detailed discussion regarding the

alternate specs between members of the board, Superintendent Cooksey, and Engineer Palgutta. Member Hourigan pointed out the obvious difference in quotes from the two contractors at the opening and now John Wilson's quote. Superintendent Cooksey said he reached out to John Wilson separately because there was such a difference in the quotes from the bid opening. Superintendent Cooksey admitted he does not know a lot about curb and gutter work beyond what the Sewerage Authority has done in the past, but because of the difference between the two quotes he thought he would see if they could get an even better number. William Mesogianes of Sickels and Associates said they have contacted the low bidder, they do have a price in there already for the concrete swale, he said he did ask them why they can't honor the price they have listed because it is a significant deduction and they said the alternate has to stay the way it is. William Mesogianes said they were not willing to negotiate. He feels if they are able to save several thousand dollars it might be worth it to go through the local contractor. Member McDade had concerns with the contractor damaging the curb while they would be milling the road. William Mesogianes said they would be liable for any damage to the curb in that case. Through this discussion, it was decided that they would accept the base big package for the reconstruction of Washington Drive and Superintendent Cooksey would take care of the alternate curb and gutter package through J. Wilson Construction Inc. prior to the commencement of the base bid. Member Chollis asked if Wilson would be able to do it that quickly. Superintendent Cooksey said yes he would be able to.

Resolution No. 19-60-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A CONTRACT WITH PAVING PLUS LLC FOR THE WASHINGTON DRIVE ROADWAY IMPROVEMENTS (MILLING OF EXISTING ASPHALT ROADWAY, SIGNAGE REPLACEMENT, CONSTRUCTION OF A NEW ASPHALT ROADWAY, CONCRETE SWALE, TOP SOIL AND HYDRO SEEDING) WITH THE TOTAL COST NOT TO EXCEED \$89,912.15.

Member McDade moved for adoption of Resolution No. 19-60-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-60-SA is approved.

Next item for discussion is the part time position opening in the administrative office. Chairman Sennstrom said he has had a discussion with the office staff in regards to advertising and interviewing. Chairman Sennstrom read aloud a letter from Clerk Ford dated May 7, 2019 that sets her last day of work in July. Chairman Sennstrom thanked Clerk Ford for her many years of service with the Authority. He goes on to say they are looking for an ad to be placed advertising the pending position so the office can get the applications in and commence interviews in a timely fashion to have the help needed lined up for when Clerk Ford is to leave. Member Hourigan asked what the responsibilities of the new part-timer would be. Chairman Sennstrom explained there would be a shift in the office and the workload would be distributed according to the preference of Clerk Lockwood and Assistant Clerk Tinklepaugh. Member McDade questioned how many hours a week the part-timer would be working. Assistant Clerk Lockwood said that Clerical Assistant Tinklepaugh used to work three days a week with an

added fourth day depending on delinquencies and billing as a part-timer. Member McDade said he believes the sooner they have someone in to begin training them the better. Assistant Clerk Lockwood said she would like to advertise in June for approval at the July meeting. Assistant Clerk Lockwood pointed out with Clerk Ford leaving towards the middle of July she would like to have someone in to begin training towards the end of July or beginning of August. She explained to the members that August is the only month that the office isn't in a billing period, delinquency, or the audit. Assistant Clerk Lockwood said this would be a good month to train them on the system and have them handle customers at the window to have them ready for billing in September and then the delinquency in November. Chairman Sennstrom was in agreeance and said they would handle it the same way they had done in the past. The interviews would be handled in house, and the hiring process would proceed without any interference from the board. It was decided the hourly rate would be set at the next meeting after the members of the board have had time to considerate it.

The Engineer's Report is the next item for discussion. Engineer Palgutta reported:

- RBC Contracts being processed. Last week of May should begin demo and delivery of new RBC. Final completion of installation the following week. Most critical part will be delivery and making sure everything gets here on time. Contractor is qualified and comfortable with the schedule as is.

Chairman Sennstrom had a question for Engineer Palgutta about the reconstruction of Washington Drive. He said Superintendent Cooksey will need to coordinate with Wilson Construction to get them in to do their work before the paving starts. Chairman Sennstrom asked what the start date is for the paving. Engineer Palgutta said since it was awarded tonight, they will begin processing the contract and they will see if they can nudge the awarded contractor to get them through the process quicker. He said at this time he does not have a set date but when he finds out he will let the Superintendent know. Superintendent Cooksey said he would try to make sure Wilson goes out within the next couple weeks to get the job done. Member Hourigan asked if the demolition is included with the new equipment that will get delivered. Engineer Palgutta said it is, he spoke with the contractor briefly and they said they are only looking to have a crane rental for one day for the removal of the existing RBC and the installation of the new unit. He said they haven't given and specifics about the means and methods that they plan to use but they are looking to be as efficient as possible and work around installing the barracks.

The final item for discussion is the Superintendent's Report. Superintendent Cooksey reported:

- Forcemain break last Friday night. Mark and the boys handled it. Getting pretty good at repairing forcemains on route 49.
- Lining contract renewed. Looking to authorize Engineer Palgutta to work with him to try and get some sort of plan together on how to replace that forcemain.

Could line it, but it's going to be an elaborate bypass. Could possibly reroute some establishments to Kent Ave. Lining would be straightforward but the bypassing and other decisions are complex. Six breaks there in the last five or six years. The other options are directional drilling like what was done on Pittsfield Street. In this case because Kent Ave is so close it would not be easy. Need to figure out the best, most cost effective way to do it. About 1,400 feet of pipe. Will need to reach out to Standard Pipe to see how much they can line at one time. The more length, the longer the cure time for the lining. Will try to work off hours as not to disrupt the roadway too much.

Member Hourigan asked how old that pipe is. Superintendent Cooksey said it is part of the original system from 1960's. He said it's asbestos and that is why they're having the trouble with it. Superintendent Cooksey said he has talked to Engineer Palgutta and Assistant Superintendent Mark Kuhns about possibly intercepting the pipe somewhere to run it back behind the Custard Stand so as not to disrupt the businesses. Member McDade said that pipe services Deepwater, the hotels, and everything in that area. Superintendent Cooksey said depending on how much they can do at one time and where they will have to dig the pits to have access to the pipe will determine how much time they will need to bypass.

- DEP inspection went well.
- Proficiency testing, came out with the certificate of excellence.
- Discovered gasmain that went through a sewer lateral on West Pittsfield Street. Had a lot of problems, getting a lot of calls. Had to push the pipe down and put a four-inch extension on it.
- Power failure at the end of East Pittsfield Street couple weekends ago. Storm blew a pole that had a transformer went into the drink at the end of East Pittsfield Street. Electric Company did away with the transformer, didn't know the transformer went back to the pumping station. Eliminated electrical service. Called in a poll crew to set a new transformer. Fixed that day.

Member McDade asked how Superintendent Cooksey made out with RBC #2.

Superintendent Cooksey said they have a bearing failure on the RBC #2. He contacted Municipal Maintenance, the shaft was severely scarred and the bearing was actually breaking in pieces inside the housing. Municipal Maintenance has been there the last couple days. Member Chollis asked if Superintendent Cooksey would keep the members current with the RBC installation. Superintendent Cooksey said yes, he could send members an email when it begins. Member Hourigan asked if the bearing failure is due to exposure. Superintendent Cooksey said the bearings are old, the guys put a tube of grease in them a month. They do get a lot out of them taking care of them this way. He explained sometimes you can see them going bad and you can catch it before something like this happens, and sometimes you can't. He said the best they can do is keep them lubricated and look out for indications that something might be going wrong. Occasionally they do take the caps off and pack them with grease by hand, but even then it's

coated with grease so you can't really see if there are any issues unless you completely remove it and clean it. Member McDade said the last time this happened was several years ago.

The meeting was opened to the public. No public comment.

Chairman Sennstrom entertained a motion to adjourn. Member McDade so moved and Member Chollis seconded. All "aye", motion approved. Meeting adjourned at 7:40 p.m.

Taped by Diane L. Ford

Transcribed by Stevie-Nicole R. Tinklepaugh

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

PENNSVILLE SEWERAGE AUTHORITY

---

Scott Hourigan, Secretary