

The regular meeting of the Pennsville Sewerage Authority was called to order by Chairman Bernard Sennstrom, II, at 7:00 p.m. on Thursday, November 12, 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 Dan Neu, Alternate Member John Smith, Superintendent Ronald Cooksey, Authority Solicitor Walter Ray, Authority Engineer David Palgutta, and Authority Clerk Kimberly Lockwood.

Chairman Sennstrom asked the Board if they had reviewed the monthly budget report.

Resolution No. 19-100-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 19-100-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-100-SA is approved.

Resolution No. 19-101-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON OCTOBER 10, 2019

Member McDade moved for adoption of Resolution No. 19-101-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-101-SA is approved.

Resolution No. 19-102-SA APPROVING MINUTES OF AN EXECUTIVE SESSION OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON OCTOBER 10, 2019

Member McDade moved for adoption of Resolution No. 19-102-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-102-SA is approved.

Resolution No. 19-103-SA AUTHORIZING A TRANSFER OF FUNDS

Member McDade moved for adoption of Resolution No. 19-103-SA and Member Chollis seconded.

Member Masten asked why there was a shortage in salaries and wages. Superintendent Cooksey explained there was a lot of overtime that was needed to complete the emergency projects.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-103-SA is approved.

Resolution No. 19-104-SA AUTHORIZING THE CHAIRMAN TO ENTER INTO A SHARED SERVICES AGREEMENT FOR A QUALIFIED PURCHASING AGENT SERVICE WITH THE COUNTY OF SALEM

Member McDade moved for adoption of Resolution No. 19-104-SA and Member Chollis seconded.

Member Chollis asked if this service would require them to use certain contractors in the future. Chairman Sennstrom explained, using the QPA raises the threshold and gives the Authority a little more flexibility. Solicitor Ray explained bids will still be solicited and the Sewerage Authority reviews the bids and makes a decision. There was some discussion amongst the members regarding the changes and benefits of the new QPA shared service.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-104-SA is approved.

Resolution No. 19-105-SA ADOPTING AND REQUIRING IMPLEMENTATION OF A “CASH MANAGEMENT PLAN”

Member McDade moved for adoption of Resolution No. 19-105-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-105-SA is approved.

Resolution No. 19-106-SA ADOPTING THE AUTHORITY’S ANNUAL BUDGET

Member McDade moved for adoption of Resolution No. 19-106-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-106-SA is approved.

Resolution No. 19-107-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO A MAINTENANCE AGREEMENT WITH QUALITY FIRST FOR THE AUTHORITY’S CANON IMAGE RUNNER 2525 COPIER (TOTAL COST \$568.75)

Member McDade moved for adoption of Resolution No. 19-107-SA and Member Chollis seconded.

Member Hourigan asked how old the copier was. Clerk Lockwood informed the members it was purchased in 2011. Clerk Lockwood explained what services are provided through the maintenance contract.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-107-SA is approved.

Resolution No. 19-108-SA AUTHORIZING THE RELEASE OF THE MAINTENANCE BOND POSTED BY SOUTH STATE INC., FOR THE RECONSTRUCTION OF EAST PITTSFIELD STREET PROJECT

Member McDade moved for adoption of Resolution No. 19-108-SA and Member Chollis seconded.

Chairman Sennstrom asked why there was such a lapse of time between the completion of the project and the release of the bonds. Engineer Palgutta explained the bonds were scheduled to expire soon, they usually do a walk through around the time it is set to expire.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 19-108-SA is approved.

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

- Pumping Station No. 3 Forcemain. Had meeting with DEP, made TWA submission, will be administratively complete on October 24, 2019.
- Met with Superintendents to discuss details of reconnecting some of the existing services. Worked on construction details to clean up on the plans while DEP is reviewing their end. Once approval is received they can move forward as directed.

Chairman Sennstrom pointed out with the estimated three-month review time, they are looking at starting sometime in January.

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

- Originally was planning on tying the old Birchmire place into the old Concord building, but with the new construction there they will not be able to do.
- Spoke to John Willadsen regarding bonding. He confirmed it has to go through the infrastructure trust fund, prove to the local finance board.

Chairman Sennstrom said he would still like to see the statute or regulation that says that is required. Chairman Sennstrom pointed out it is an extra cost and extra time factor. There was some discussion regarding the bonding process for the Authority's upcoming projects. Member Hourigan asked if this was a similar project type like the one on East Pittsfield Street. Superintendent Cooksey said it is similar with the exception of the utility polls on Route 49 and the traffic issues.

- Spoke to Bill Mesogianes, trying to zero in on what they expect the bid to come in at. Apparently they are all over the place in price. Anticipating around \$500,000.00.

Member Hourigan asked if that is what was spent on the East Pittsfield project. Superintendent Cooksey said they actually spent less on that project, he believes they were able to find a very good deal at that time. As of right now they cannot pinpoint a price range until they get a better understanding of the circumstances. Engineer Palgutta said there are a few factors in the market right now that will change pricing, one is the timeline and the other is the availability of work. There was some discussion between the members of the board and Engineer Palgutta regarding the bid process, possible cost, and the bond procedure. Alternate

Member Smith asked if Superintendent Cooksey took core samples where the pipeline was going across Broadway and intersecting to the pump station. Superintendent Cooksey said he looked at it, the forcemain is about seven feet. It is a safe bet to say it goes over the storm sewer. Superintendent Cooksey added that Engineer Palgutta will be adding it to the contract to leave it up to the contractor to make that final determination. Otherwise, they would have had to take down fencing and dig trenches to determine it themselves. Member Chollis pointed out they were discussing the reserved capacity in conjunction with COAH at the last meeting. Engineer Palgutta said he was working with Michael after the last meeting and he does have the information available and ready to discuss. He added he has spoken to the applicant and they were not ready to submit anything or commit to any numbers at this point. They can discuss everything once the applicant can produce a number. Engineer Palgutta said he will send out the COAH information in an email. Member Hourigan asked what percent of capacity they are at right now. Superintendent Cooksey said currently they are around one million gallons. The plant is rated 1.875 million. Superintendent Cooksey said it is a rolling average and it does change day to day. Right now the daily flow is close to 1.2 million. Superintendent Cooksey said the flows are seasonal, it is based on an annual average now per the DEP. Superintendent Cooksey said he believes they could take on an additional 500,000 gallons a day, and that is allowing for an estimated 200,000 gallons set aside for COAH.

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 7:33 p.m.

Taped by Kimberly A. Lockwood

Transcribed by Stevie-Nicole R. Tinklepaugh

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

PENNSVILLE SEWERAGE AUTHORITY

Scott Hourigan, Secretary