

The reorganization meeting of the Pennsville Sewerage Authority was called to order at 7:00 p.m. on Thursday, February 13, 2020 in the Municipal Building, 90 North Broadway, Pennsville, New Jersey.

Clerk Lockwood read the Open Public Meetings Act and led all those present in the Pledge of Allegiance.

Clerk Lockwood read the following Pennsville Township Resolution:

TOWNSHIP RESOLUTION NO. 50-2020 A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PENNSVILLE AUTHORIZING THE TOWNSHIP'S MAYOR TO APPOINT SCOTT HOURIGAN AS A MEMBER OF THE PENNSVILLE SEWERAGE AUTHORITY

**WHEREAS**, the term of a member of the Pennsville Sewerage Authority ends on January 31, 2020; and

**WHEREAS**, the Mayor and 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

**WHEREAS**, the Committee has also determined that Scott Hourigan is qualified to fill the position in question.

**NOW, THEREFORE, BE IS RESOLVED** by the Mayor and members of the Township Committee of the Township of Pennsville that Scott Hourigan is hereby appointed as a member of the Pennsville Sewerage Authority for a five-year term beginning February 1, 2020 and ending January 31, 2025.

Clerk Lockwood calls upon Solicitor Ray to administer the oath of office to Mr. Hourigan.

Authority members present were Mary Lou Chollis, Scott Hourigan, Robert McDade, Bernard Sennstrom, II, William Masten, First Alternate Member John Smith, and Second Alternate Member Daniel Neu. Other attendees included, Authority Solicitor Walter J. Ray, Authority Engineer David Palgutta, Authority Superintendent Ronald Cooksey, William Mesogianes of Sickels and Associates, Henry Ludwigsen of Bowman and Company, and Authority Clerk Kimberly Lockwood.

Clerk Lockwood read the following resolution aloud in its entirety.

Resolution No. 20-01-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. 20-01-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-01-SA is approved.

Clerk Lockwood 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.

Resolution No. 20-02-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. 20-02-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-02-SA is approved.

Resolution No. 20-03-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING WALTER J. RAY, ESQUIRE, AS SOLICITOR

Member McDade moved for adoption of Resolution No. 20-03-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-03-SA is approved.

Resolution No. 20-04-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. 20-04-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-04-SA is approved.

Resolution No. 20-05-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. 20-05-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-05-SA is approved.

Resolution No. 20-06-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF SCOTT HOURIGAN AS SECRETARY

Member McDade moved for adoption of Resolution No. 20-06-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-06-SA is approved.

Resolution No. 20-07-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY MEMORIALIZING THE ELECTION OF WILLIAM MASTEN AS TREASURER

Member McDade moved for adoption of Resolution No. 20-07-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-07-SA is approved.

Resolution No. 20-08-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING BOWMAN AND COMPANY, LLC AS AUDITOR

Member McDade moved for adoption of Resolution No. 20-08-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-08-SA is approved.

Resolution No. 20-09-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING SICKELS & ASSOCIATES AS AUTHORITY ENGINEER

Member McDade moved for adoption of Resolution No. 20-09-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-09-SA is approved.

Resolution No. 20-10-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY APPOINTING HARDENBERGH INSURANCE GROUP AS RISK MANAGEMENT CONSULTANT

Member McDade moved for adoption of Resolution No. 20-10-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-10-SA is approved.

Resolution No. 20-11-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY DESIGNATING PENNSVILLE NATIONAL BANK AS DEPOSITORY OF ALL AUTHORITY FUNDS FOR THE PERIOD FEBRUARY 13, 2020 THROUGH REORGANIZATION DAY 2021.

Member McDade moved for adoption of Resolution No. 20-11-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-abstain; McDade-yes; Sennstrom-yes. Resolution No. 20-11-SA is approved.

Resolution No. 20-12-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. 20-12-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-12-SA is approved.

Resolution No. 20-13-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. 20-13-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-13-SA is approved.

Clerk Lockwood turned the meeting over to Chairman Sennstrom and Secretary Hourigan.

Resolution No. 20-14-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. 20-14-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-14-SA is approved.

Resolution No. 20-15-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. 20-15-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-15-SA is approved.

Resolution No. 20-16-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY SETTING ANNUAL MEETING SCHEDULE

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

Resolution No. 20-17-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY ADOPTING ROBERTS RULES OF ORDER, REVISED

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

Resolution No. 20-18-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. 20-18-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-18-SA is approved.

Resolution No. 20-19-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. 20-19-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-19-SA is approved.

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

Resolution No. 20-21-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. 20-21-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-21-SA is approved.

Resolution No. 20-22-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. 20-22-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-22-SA is approved.

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

Resolution No. 20-23-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 20-23-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-23-SA is approved.

Resolution No. 20-24-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 9, 2020

Member McDade moved for adoption of Resolution No. 20-24-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-24-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

Resolution No. 20-25-SA AUTHORIZING MINUTES OF AN EXECUTIVE MEETING SESSION OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JANUARY 9, 2020

Member McDade moved for adoption of Resolution No. 20-25-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-25-SA is approved.

Resolution No. 20-26-SA AUTHORIZING THE AUTHORITY CLERK TO RELEASE MINUTES OF CERTAIN AUTHORITY CLOSED SESSION MEETINGS

Member McDade moved for adoption of Resolution No. 20-26-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-26-SA is approved.

Resolution No. 20-27-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO ENTER INTO AN INTERLOCAL SERVICES AGREEMENT WITH THE TOWNSHIP OF PENNSVILLE FOR THE PURCHASE OF 30,000 GALLONS OF SODIUM HYPOCHLORITE AT A COST NOT TO EXCEED \$25,770.00

Member McDade moved for adoption of Resolution No. 20-27-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-27-SA is approved.

Resolution No. 20-28-SA ESTABLISHING AN ESCROW ACCOUNT FOR THAT PROJECT COMMONLY KNOWN AS PENNSVILLE DG, LLC (DOLLAR GENERAL), TAX BLOCK 1505, LOTS 16, 16.01, 16.02, AS SHOWN ON THE OFFICIAL TAX MAP OF PENNSVILLE

Member McDade moved for adoption of Resolution No. 20-28-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-28-SA is approved.

Resolution No. 20-29-SA APPOINTING RON COOKSEY AS THE SEWERAGE AUTHORITY'S PUBLIC AGENCY COMPLIANCE OFFICER FOR THE YEAR 2020

Member McDade moved for adoption of Resolution No. 20-29-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-29-SA is approved.

Resolution No. 20-30-SA AUTHORIZING THE AUTHORITY'S CHAIRMAN TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM

Member McDade moved for adoption of Resolution No. 20-30-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-30-SA is approved.

Resolution No. 20-31-SA AUTHORIZING THE AUTHORITY'S CHAIRMAN TO EXECUTE A PROPOSAL ACCEPTANCE AND NOTICE TO PROCEED WHICH WILL AUTHORIZE THE AUTHORITY ENGINEER TO RENDER ENGINEERING SERVICES ASSOCIATED WITH THAT PROJECT COMMONLY KNOWN AS THE PENNSVILLE SEWERAGE AUTHORITY PUMP STATION NO. 3 FORCE MAIN REPLACEMENT PROJECT

Member McDade moved for adoption of Resolution No. 20-31-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-31-SA is approved.

Resolution No. 20-32-SA ADOPTING AND REQUIRING IMPLEMENTATION OF A “CASH MANAGEMENT PLAN”

Member McDade moved for adoption of Resolution No. 20-32-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-32-SA is approved.

Resolution No. 20-33-SA FIXING THE AMOUNT OF THE AUTHORITY’S CONTRACT BID THRESHOLD AND APPOINTING AN AUTHORITY PURCHASING AGENT

Member McDade moved for adoption of Resolution No. 20-33-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-33-SA is approved.

Next on the agenda is the Engineer’s Report. Engineer Palgutta reported:

- Moving forward with H2 loan. After conference call with DEP, they set some requirements and guidelines for planning documents. Will begin working on those to help expedite the process.
- Have not heard anything back regarding the warehouse project. Still in a holding pattern.

Next on the agenda is the Superintendent’s Report. Superintendent Cooksey reported:

- Rainfall has raised flow to 2 million gallons a day up from about 1.3 average over the last 5 months.
- Had a problem with exhaust system in Vac Truck. Currently in the shop for repairs.
- Standard Pipe Services relined a pipe on North River Drive. 200-foot section of pipe was lined. Everything went well.
- Complaint on East Pittsfield Street. Depression in sidewalk. Dug up the curb and gutter to repair service lateral.

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

Henry Ludwigsen of Bowman and Company thanked the board for the opportunity to serve them again this year.

Resolution No. 20-34-SA AUTHORIZING A CLOSED SESSION IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT

A matter involving the terms and conditions of a collective bargaining agreement.

Member McDade moved for adoption of Resolution No. 20-34-SA and Member Chollis seconded. Roll call vote as follows: Chollis-yes; Hourigan-yes; Masten-yes; McDade-yes; Sennstrom-yes. Resolution No. 20-34-SA is approved.

Closed session minutes on a separate document.

The meeting was opened back up to the public. Member Masten had a question in regards to the newspaper used by the Sewerage Authority for posting public notice. He suggested looking into using the Elmer Times as a cost savings in compared to the South Jersey Times.

Chairman Sennstrom entertained a motion to adjourn. Member McDade so moved and Member Chollis seconded. All "aye", motion approved. Meeting adjourned at 7:45 p.m.

Taped by Kimberly A. Lockwood

Transcribed by Stevie-Nicole R. Tinklepaugh/ Kimberly A. Lockwood

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

PENNSVILLE SEWERAGE AUTHORITY

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Scott Hourigan, Secretary