

The regular meeting of the Pennsville Sewerage Authority was held virtually and called to order by Chairman Bernard Sennstrom, II, at 6:30 p.m. on Thursday, May 14, 2020. Chairman Sennstrom read the Open Public Meetings Act Statement.

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 Daniel Neu, Superintendent Ronald Cooksey, Authority Solicitor Walter Ray, Authority Engineer David Palgutta, Authority CFO John Willadsen and Authority Clerk Kimberly Lockwood.

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

Resolution No. 20-49-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 20-49-SA and Member Chollis seconded.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-49-SA is approved.

Resolution No. 20-50-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON APRIL 9, 2020

Member McDade moved for adoption of Resolution No. 20-50-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-50-SA is approved.

Resolution No. 20-51-SA AUTHORIZING A TRANSFER OF FUNDS

Member McDade moved for adoption of Resolution No. 20-51-SA and Member Chollis seconded.

Mr. Cooksey advised the board this was just a budgeting error and will allow for the right amount in the budget line to cover the contract.

Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution approved.

The first item for discussion was the delinquency collection process. Clerk Lockwood advised the board that typically in May the administration office performs a delinquency collection process that results in water termination for residents who do not bring their account current in the designated time frame but due to the current Covid 19 pandemic that collection process was placed on hold. The Clerk suggested that a reminder late notice could be sent with altered wording that would not threaten disconnection but offer a reminder that once the current state of emergency has been lifted a full collection process would occur. CFO Willadsen discussed the state of New Jersey legislation involved with termination and social distancing

during the pandemic and that he felt that a reminder notice could serve its purpose of collecting outstanding balances. Mr. Ray advised he had reviewed the legislation and agreed that the Authority and township would not be able terminate but that it would be the Authority's decision if they choose to send a late notice reminder. The board agreed that sending a late notice would be a good idea to reinforce that the bills are due. The Clerk will implement the process with the office staff.

Resolution No. 20-52-SA TEMPORARILY MODIFYING THE AUTHORITY'S COLLECTION PROCESS-WATER TURN OFF PROCEDURES

Member McDade moved for adoption of Resolution No. 20-52-SA and Member Choliis seconded. Roll call vote as follows: Cholis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution approved.

The next item on the agenda was the engineer's report. Mr. Palgutta advised that with regards to the Pump Station No. 3 project, the planning documents have been submitted. He is having a difficult time reaching the parties involved at the DEP. He received correspondence from the state that reviews are taking longer than expected. Mr. Palgutta advised that two letters required as part of the process were recently signed by Mr. Cooksey and Mr. Ray. He added that the plans and specs should be submitted by the end of the month for review by the DEP and he anticipates speaking with the CFO and in the coming weeks regarding bond counsel.

In addition, the RBC project plans are 50 % complete and he anticipates a meeting with the Superintendent regarding that project as well as the sludge thickener scope of work and that these projects would be combined as an effort to save costs.

The next item on the agenda was the Superintendent's report. Mr. Cooksey advised the operators are still on a rotating schedule but they are all scheduled in next week. In addition:

- Still completing video inspections for road overlays
- Pump controller failed; quote sought and approval at next meeting
- Working on driveway apron on E. Pittsfield St.
- Working on finishing lateral work for the Kent Avenue location so that the force main does not need to be breached.
- Lab certifications were completed.

Mr. Cooksey advised he is working on an extension of the service contract with Standard Pipe service. Mr. Willadsen asked if the township could be included in the extension of the contract. After a brief discussion, it was decided that would change the scope of the contract and it would have to be re-bid. Mr. Cooksey added that during the last issue the township had, the company worked with them. Once this contract ends, they may seek a contract to include the township.

There was a brief discussion regarding clogs in the lines due to gloves, wipes, etc. and Mr. Cooksey stated there has been no problem with the system.

Member McDade asked if anyone had knowledge of the work at the diner. The Chairman indicated the work appeared to be on the lateral but he has not heard anything through the code office.

The meeting was open to the public. No public comments were made.

The Chairman asked if anything had come of the issue on Francis Drive where a water service lateral had punctured the top of the sanitary pipe. Mr. Cooksey advised that Chuck Flickinger was to work on it and he had offered to help but they were taking care of it on the water side. He is not aware if that took place or not.

Chairman Sennstrom entertained a motion to adjourn. Member McDade so moved and Member Chollis seconded. All "aye", motion approved. Meeting adjourned at 6:58 p.m.

Taped by Kimberly A. Lockwood

Transcribed by Kimberly A. Lockwood

Official tape and approved resolutions on file in the Sewerage Authority Office. Minutes not verbatim.

PENNSVILLE SEWERAGE AUTHORITY

Scott Hourigan, Secretary