

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, July 9, 2020. 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 Daniel Neu, Superintendent Ronald Cooksey, Authority Solicitor Walter Ray, Authority Engineer David Palgutta, CFO John Willadsen, and Authority Clerk Kimberly Lockwood.

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

Resolution No. 20-58-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 20-58-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – abstain; McDade – yes; Sennstrom – yes. Resolution No. 20-58-SA is approved.

Resolution No. 20-59-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON JUNE 11, 2020

Member McDade moved for adoption of Resolution No. 20-59-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-59-SA is approved.

Resolution No. 20-60-SA APPROVING THE FORM “A” CONCEPTUAL FEASIBILITY APPLICATION SUBMITTED BY DEEPWATER INVESTMENT GROUP LLC AKA D2 FOR TAX BLOCK 301 LOTS NUMBER 6, 8, 12, 13, 13.01, 15 AND 15.01 AND BLOCK 202 LOT 2 AND BLOCK 203 LOT 8

Member McDade moved for adoption of Resolution No. 20-60-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-60-SA is approved.

Resolution No. 20-61-SA AUTHORIZING THE AUTHORITY CHAIRMAN TO EXECUTE THE PROPOSAL ACCEPTANCE AND NOTICE TO PROCEED SUBMITTED BY THE AUTHORITY ENGINEER FOR THAT PROJECT TO BE REFERRED TO AS THE INSTALLATION OF RBCS AND SLUDGE THICKENER SYSTEM IMPROVEMENTS PROJECT

Member McDade moved for adoption of Resolution No. 20-61-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-61-SA is approved.

Resolution No. 20-62-SA PROMOTING ANDREW WILLADSEN TO THE POSITION OF “1<sup>ST</sup> CLASS OPERATOR”

Member McDade moved for adoption of Resolution No. 20-62-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-62-SA is approved.

The first item for discussion is regarding a landlord who has submitted a letter of hardship. Clerk Lockwood explained that the landlord reached out to the office regarding two of his properties in Pennsville Township. He is experiencing financial issues with his tenants due to the pandemic. She explained the landlord submitted a letter requesting an extension through to the last quarter of the year. He is hopeful that by the end of the year his tenants will be able to catch up on their rent and he can pay off the balance. Member Chollis pointed out the letter also mentioned a water leak. Clerk Lockwood explained the letter will also be submitted to the Water Department Superintendent, Jack Lynch, in regards to the water leak. She pointed out the water leak would have no relation to his sewer bill. Chairman Sennstrom said he would not recommend waiving interest because there is already a resolution in place to deal with the current COVID-19 situation. Solicitor Ray explained his recommendation is not to do anything that would result in no collection of either rates or interest. Member McDade had a question regarding the executive order from the state officials regarding the suspension of water turn off. Solicitor Ray confirmed there is such an order. There was discussion regarding the executive orders in place. The board then discussed the current Sewerage Authority moratorium on the collection process and this particular individual. It was decided that the moratorium would be extended, and no interest would be waived. The following resolution was read aloud at the table.

Resolution No. 20-63-SA A RESOLUTION OF THE CHAIRMAN AND MEMBERS OF THE PENNSVILLE SEWERAGE AUTHORITY AMENDING RESOLUTIONS NUMBER 20-52-SA AND 20-57-SA WHICH AMENDMENT WILL EXTEND THE SUSPENSION OF THE AUTHORITY'S COLLECTION PROCESS/WATER TURNOFF PROCEDURES UNTIL SEPTEMBER 1, 2020

**WHEREAS**, the Chairman and members of the Pennsville Sewerage Authority (hereinafter Authority) have determined that the conditions which led to the Authority to suspend the Authority's collection process/water turnoff procedures remain unchanged (the COVID-19 Pandemic and recent executive orders); and

**WHEREAS**, based on the above, the Authority has determined that it is both necessary and proper to extend the suspension period.

**NOW THEREFORE BE IT RESOLVED**, by the Chairman and members of the Pennsville Sewerage Authority that:

1. They hereby adopt the facts and determinations as set forth in the preamble of this resolution as if the same were more fully set forth herein, and which facts and determinations shall have the same binding effect as the paragraphs set forth herein below.

2. The suspension period set forth in Authority resolution numbers 20-52-SA and 20-57-SA are hereby extended until September 1, 2020.

Member McDade moved for adoption of Resolution No. 20-63-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 20-63-SA is approved.

Member Chollis had questions regarding the procedure and policies currently in place for the delinquency collection. Clerk Lockwood explained the typical procedure. The board discussed how to respond to the landlord regarding his request for extension. Clerk Lockwood was directed on how to put together a letter for the landlord.

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

- Update on pumping station No. 3. Responded to DEP comments, submitted for their review. Documents have been submitted. Found out about furlough and lack of staff. No update as far as now long their review will take. Will stay in touch.
- Moving forward with work related to res 20-61-SA

Superintendent Cooksey made a comment regarding a meeting with bond council. CFO Willadsen confirmed, depending on availability.

The Superintendent's Report is next for discussion. Superintendent Cooksey reported:

- Finished video inspections in regards to road overlays for the storm sewer and sanitary sewer
- DEP inspection by way of telephone and email, virtual inspection went OK
- Odor complaint on fifth street station. Mark had the guys wet the mulch to help function properly. More mulch was added. Seems OK, been checking on. No problems in the past couple years.
- Chad is scheduled to sit for his licensing test in September, if they have it.
- Repaired sidewalk on East Pittsfield Street with help from Wilson Contractors.

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 7:01 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

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Scott Hourigan, Secretary