

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, January 14, 2021. 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 Dan Neu, ETS Project Manager Tom Gant, Authority Solicitor Walter Ray, Authority Engineer David Palgutta, CFO John Willadsen, William Mesogianes of Sickels and Associates, and Authority Clerk Kimberly Lockwood.

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

Resolution No. 21-01-SA APPROVING PAYMENT OF BILLS PROPERLY AUDITED

Member McDade moved for adoption of Resolution No. 21-01-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; McDade – yes; Sennstrom – yes; Smith – yes. Resolution No. 21-01-SA is approved.

Resolution No. 21-02-SA APPROVING MINUTES OF A REGULAR MEETING OF THE PENNSVILLE SEWERAGE AUTHORITY WHICH TOOK PLACE ON DECEMBER 10, 2020

Member McDade moved for adoption of Resolution No. 21-02-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 21-02-SA is approved.

Resolution No. 21-03-SA AUTHORIZING A TRANSFER OF FUNDS

Member McDade moved for adoption of Resolution No. 21-03-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 21-03-SA is approved.

Resolution No. 21-04-SA AUTHORIZING THE AUTHORITY CLERK TO RELEASE MINUTES OF CERTAIN AUTHORITY CLOSED SESSION MEETINGS

Member McDade moved for adoption of Resolution No. 21-04-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 21-04-SA is approved.

Resolution No. 21-05-SA MEMORIALIZING THEIR ACKNOWLEDGEMENT AND ACCEPTANCE OF THE RECOMMENDATIONS OF THE AUTHORITY ENGINEER WITH REGARD TO THE PROPOSED SANITARY SEWER CONNECTION APPLICATION SUBMITTED BY DEEPWATER INVESTMENT GROUP, LLC. (INCLUDING HIS CONSENT TO THE APPLICANT SUBMITTING ITS TREATMENT WORK APPLICATION AT THIS TIME CONDITIONED UPON THE APPLICANTS SATISFYING THE ENGINEERS RECOMMENDATIONS MENTIONED ABOVE PRIOR TO FORM F APPROVAL)

Member McDade moved for adoption of Resolution No. 21-05-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 21-05-SA is approved.

The first item for discussion is the proposal of a cost of living increase for the office staff. Clerk Lockwood explained she had spoken to CFO John Willadsen regarding a cost of living increase. There was some discussion regarding the increase. The following resolution was prepared.

Resolution No. 21-06-SA A RESOLUTION OF THE PENNSVILLE SEWERAGE AUTHORITY AUTHORIZING A 2% SALARY INCREASE TO NON-CONTRACTUAL ADMINISTRATIVE EMPLOYEES, KIMBERLY LOCKWOOD AND STEVIE TINKLEPAUGH

WHEREAS, the Chairman and members of the Pennsville Sewerage Authority (hereinafter Authority) have carefully reviewed the workload of the Authority's Administrative full-time employees along with their current salary structure; and

WHEREAS, as a result of the aforesaid review, the Authority has determined that it is both necessary and proper to authorize a 2% salary increase for the employees in question

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 at length, and the facts and determinations shall have the same binding effect as the paragraph set forth herein below.
2. The Authority Administrative full-time employees are hereby granted a 2% annual wage increase to offset increases in the cost of living, which raise shall be made retroactive to January 01, 2021.

Member McDade moved for adoption of Resolution No. 21-06-SA and Member Chollis seconded. Roll call vote as follows: Chollis – yes; Hourigan – yes; Masten – yes; McDade – yes; Sennstrom – yes. Resolution No. 21-06-SA is approved.

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

- Regarding the Form F for the warehouse, will reach out to the applicant's engineer for treatment works approval forms. Forms will be forwarded to the office. Does not give the applicant approval, but does allow them to move forward with DEP.
- Pumping Station #3 preconstruction meeting is scheduled. Going through the scheduling, completion time for the project is approximately 150 days.
- Site specific amendment for Tufts Road. Able to navigate through site access issues, received GIS mapping. Application to be submitted.

- Planning document for the wastewater treatment plant improvements. Finalizing that to be submitted in the next two weeks.

Last item for discussion is ETS Project Manager Tom Gant's report. Tom Gant reported:

- Forcemain break at Kent Ave and Route 49. A portion of the pipe was replaced. Repaired quickly.
- Lining project at Heron Ave and the easement to Fairview Ave has been completed by Standard Pipe. Everything went well.
- Influent pump out of repairs at the plant. Shop is waiting for parts from manufacturer. Will provide price for a new influent pump.

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 6:46 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