The Chairman called the meeting of the Pennsauken Sewerage Authority to order at 4:00 p.m. on the above date with a salute to the flag. The meeting was held at the Pennsauken Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, NJ.

The Chairman stated meeting Notice has been given to the Courier Post and the Burlington County Times newspapers and posted at the Pennsauken Municipal Building and the Pennsauken Sewerage Authority in accordance with the Sunshine Law.

The Chairman asked for roll call. The following Commissioners were present:

Mr. Oren Lutz

Mr. Dennis Archible

Mr. Tim Ellis

Mrs. Marie McKenna

### Also present were:

Marco DiBattista, Executive Director David Luthman, Solicitor Anthony Figueroa, Superintendent

### Absent was:

Mr. Gregory Schofield

The Chairman opened the meeting to the public. As there was no one from the public present, a motion was made by Mr. Ellis, seconded by Mr. Archible, and carried to close the public portion of the meeting.

The minutes of the meeting of July 15, 2025 were presented for approval.

A motion was made by Mrs. McKenna, seconded by Mr. Archible to approve the minutes as presented. On roll call all Commissioners present voted yes and the motion carried.

The Chairman stated the amount of bills to be paid is \$328,808.86.

A motion was made by Mr. Ellis, seconded by Mr. Archible to approve payment of the bills as presented. On roll call all Commissioners present voted yes and the motion carried.

### See Bill List Attached

Approval of Utility Bill Adjust Nos. 4498 and 4503 and Utility Balance Adjustment No. 29001 were presented.

A motion was made by Mr. Archible, seconded by Mr. Ellis, to approve the balance adjustment. On roll call all Commissioners present voted yes and the motion carried.

### **AUGUST 19, 2025**

### **PENNSAUKEN SEWERAGE AUTHORITY**

**MEETING FIGURE:** 

\$328,808.86

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 07/16/25 to 08/19/25 Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y Check # Check Date Vendor Amount Paid Reconciled/Void Ref Num OPER MAN WIRE OPERATING MANUAL WIRES/TRANS 3621 07/22/25 PAYROLL PAYROLL ACCOUNT 32,661.05 07/31/25
3622 07/29/25 PAYROLL PAYROLL ACCOUNT 91,166.20 07/31/25
3623 08/04/25 PAYROLL PAYROLL ACCOUNT 54,138.48
3624 08/11/25 PAYROLL PAYROLL ACCOUNT 38,332.78
3625 08/19/25 PAYROLL PAYROLL ACCOUNT 34,658.86 3091 3093 3095 3097 3099 
 nt Totals
 Paid Checks:
 Void 250,957.37
 Amount Paid 250,957.37
 Amount Void 250,957.37

 Direct Deposit:
 0
 0
 0.00
 0.00

 Total:
 5
 0
 250,957.37
 0.00
 Checking Account Totals 

Check #	Check Date	e Vendor		Amount	Paid	Reconciled/Void Ref Num	
OPERATIN	IG O.I	PERATING A	ACCOUNT Con	tinued			
33044	08/19/25	RINGRAM	RICHARD INGRAM	37	0.00	3101	
33045	08/19/25	ROOT24	ROOT 24 HOURS, INC.	10,73	9.80	3101	
33046	08/19/25	SOUTHJ	SOUTH JERSEY WELDING SI	PLY CO. 15	6.35	3101	
33047	08/19/25	STEWART	STEWART BUSINESS SYSTEM		8.79	3101	
33048	08/19/25	SYSTEM4	SYSTEM 4 OF SOUTHERN N		8.00	3101	
33049	08/19/25	TILLING	THOMAS M TILLINGHAST	18	5.00	3101	
33050	08/19/25	TWPPENN	TOWNSHIP OF PENNSAUKEN	4,41	7.92	3101	
33051	08/19/25	UNIFIRST	UNIFIRST FIRST AID COR	15	0.73	3101	
33052	08/19/25	UNUM	UNUM LIFE INSUR CO OF A			3101	
33053	08/19/25	USABLUE	USA BLUEBOOK	1,94	2.30	3101	
33054	08/19/25	VERIZCON	I VERIZON CONNECT FLEET (	JSA LLC 52	7.00	3101	
33055	08/19/25	<b>VERIZOFF</b>	VERIZON	1,64		3101	
33056	08/19/25	VERIZON	VERIZON WIRELESS		7.68	3101	
33057	08/19/25	WBMASON	W.B. MASON CO., INC.		0.77	3101	
33058	08/19/25	WESTMONT	WESTMONT HARDWARE, INC.	. 14	4.71	3101	
Checking	Account To	otals	<u>Paid</u> <u>Void</u>	Amount Paid	Amou	unt Void	
,		Check		77,851.49		0.00	
	Dire	ect Deposi		0.00		0.00	
		Tota		77,851.49		0.00	
Report T	otals		<u>Paid</u> <u>Void</u>	Amount Paid	Amou	ınt Void	
		Check		328,808.86		0.00	
	Dire	ect Deposi		0.00		0.00	
		Tota	11: 57 0	328,808.86		0.00	

### See Journals Attached

The Chairman moved to Old Business.

There was no Old Business.

The Chairman moved to New Business.

A. Resolution 25-29 – Authorizing the Purchase of Authority Uniforms Through the New Jersey Cooperative Purchasing Alliance and Cooperative Pricing Agreement.

A motion was made by Mr. Ellis, seconded by Mr. Archible, Authorizing the Purchase of Authority Uniforms Through the New Jersey Cooperative Purchasing Alliance and Cooperative Pricing Agreement.

See Resolution 25-29

The Chairman asked the Treasurer, Marco DiBattista, for his report.

See Treasurer's Report

The Chairman asked the Superintendent, Anthony Figueroa, for his report.

See Superintendent's Report

The Chairman asked for the Engineer's reports.

No Engineers were present.

The Chairman asked the Commissioners for any reports.

The Commissioners had nothing further to report.

The Chairman asked the Solicitor, David Luthman, for his report.

Mr. Luthman had nothing further to report.

The Chairman asked the Executive Director, Marco DiBattista, for his report.

Mr. DiBattista had nothing further to report.

Correspondence:

There was no correspondence.

July 23, 2025 02:27 PM

### PENNSAUKEN SEWERAGE AUTHORITY Utility Bill Adjustment Batch Update Report

Page No: 1

Updated Billings: Updated Deductions: Total Entries: Batch: CINDY

1 Flat:

75.00- Exc: 0.00 Exc:

0.00

Ref Num:

4498

0 Flat: 1 Flat:

75.00- Exc:

0.00

0.00 Total Updated:

75.00-

July 23, 2025 02:26 PM

PENNSAUKEN SEWERAGE AUTHORITY

Utility Bill Adjustment Entry Verification Listing for Batch: CINDY

Page No: 1

Batch Id: C	INDY								•				
Account Id Name	Service	Code	Туре	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90004001-0 IGREJA ASSEM	Sewer MBLEIA DE DEUS	00	В	25	1	75.00-	0.00	75.00-	ADDED IN ERROR	N		07/23/25	1

August 7, 2025 01:44 PM

### PENNSAUKEN SEWERAGE AUTHORITY Utility Bill Adjustment Batch Update Report

Page No: 1

Updated Billings: Updated Deductions: Total Entries: Batch: CINDY

2 Flat: 0 Flat: 103.00- Exc:

0.00

Ref Num:

4503

2 Flat:

0.00 Exc: 103.00- Exc: 0.00 0.00 Total Updated:

103.00-

August 7, 2025 01:39 PM

PENNSAUKEN SEWERAGE AUTHORITY Utility Bill Adjustment Entry Verification Listing for Batch: CINDY Page No: 1

Batch Id: CI	NDY											1
Account Id Name	Service	Code	Туре	Yr	Prd	Flat	Excess	Total	Descript	Prorate Flag	Date	Seq
60259000-0 ARAB, MAHAMOU	Sewer UD	S20	В	25	3	51.50-	0.00	51.50-		N	08/07/25	1
60259000-0 ARAB, MAHAMOU	Sewer JD	s20	В	25	4	51.50-	0.00	51.50-		N	08/07/25	2

July 22, 2025 08:27 AM

### PENNSAUKEN SEWERAGE AUTHORITY Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 1 Updated Principal: 25.00- Updated Penalty: 0.00 Ref Num: 29001

July 22, 2025 08:20 AM PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: CINDY

Page No: 1

Batch Id: C	INDY								
Account Id Name	Service	Adj Code		ode Yr Prd ction Type	Principal Description	Penalty	Total	Date	Seq
50901000-0 MEARS, EDWAR	sewer	105	NSF B	25 1 alance Adjus	25.00- stment ONE-TIME	0.00 COURTESY	25.00-	07/22/25	1

### RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY AUTHORIZING THE PURCHASE OF AUTHORITY UNIFORMS THROUGH THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE AND COOPERATIVE PRICING AGREEMENT

**WHEREAS,** the Pennsauken Sewerage Authority (Authority) having met in regular session on August 19, 2025; and

**WHEREAS,** Teamsters Union contract Article IX Clothing, Section 1. Uniforms, states that "all Operations Employees covered under this agreement shall be required to attend to their job duties dressed in appropriate uniforms provided by the Employer"; and

**WHEREAS,** the Authority has authorized and entered into a cooperative purchasing agreement with Bergen County as the lead agency for the New Jersey Cooperative Purchasing Alliance ("Alliance"); and

**WHEREAS,** the Authority is authorized by law to purchase items procured by the County of Bergen as the lead agency for the Alliance and to do so without bidding or receiving competitive quotes; and

**WHEREAS,** the purchase of the required uniforms set forth in the Teamsters Union Contract is available to purchase under Alliance Contract BC-BID#23-43, from Smart Stitch Inc.

**THEREFORE, BE IT RESOLVED** the PSA shall purchase the required uniforms from Smart Stitch Inc., in the amount of \$5,479.33 under Alliance Contract BC-BID#23-43.

Marco DiBattista, Secretary

### **ROLL CALL:**

Mr. Oren Lutz - Yes

Mr. Gregory Schofield - Absent

Mr. Dennis Archible – Yes

Mr. Timothy Ellis – Yes

Mrs. Marie McKenna - Yes

Adopted: August 19, 2025

### PENNSAUKEN SEWERAGE AUTHORITY REVENUES-JANUARY 1, 2025 - DECEMBER 31, 2025 FOR MONTH OF JULY

ACC'T TITLE	BUDGET		MTD COLL.	YTD COLL.	MTD BILLINGS	YTD BILLINGS
4001 RESIDENTIAL	2,790,000.00	\$	174,345.31	\$ 2,091,534.03	\$ 32,569.27	\$ 2,767,913.27
4004 COMMERCIAL	1,305,000.00	\$	97,538.43	\$ 747,303.68	\$ 247,175.26	\$ 811,858.14
4005 PENALTY	50,000.00	\$	2,336.62	\$ 38,561.32	\$ 2,757.78	\$ 35,302.08
4002 MERCH	205,000.00			\$ 207,132.10		\$ 207,132.10
4003 C/H	32,000.00			\$ 2,691.92	\$ 26,552.20	\$ 29,244.12
4012 OTHER INCOME	3,000.00			\$ 50.00		\$ 50.00
4013 INVEST INT	15,000.00	\$	1,728.77	\$ 10,585.14		\$ 10,585.14
4014 TRUSTEE INT	15,000.00	\$	33.45	\$ 4,061.71		\$ 4,061.71
4016 PERMITS (RES)	12,000.00	\$	1,375.00	\$ 3,575.00		\$ 3,575.00
4019 PERMITS (COMM)	12,000.00	\$	9,555.00	\$ 24,146.75		\$ 24,146.75
4021-PERMITS (MERCH)	1,000.00			\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00			\$ -		\$ -
4017-18- FILING-INSP.	\$500.00			\$ 60.00		\$ 60.00
Anticipated Balance	38,100.00					
TOTALS	4,490,600.00		286,912.58	3,129,701.65	 309,054.51	3,893,928.31
		В	UDGET	MTD	YTD	REMARKS
ASSETS/CAPITAL		\$	480,000.00	\$ 15,325.00	\$ 16,451.66	

CASH BALANCES		<u>AMOUNT</u>
GENERAL CHECKING	\$2	,968,527.50
PAYROLL PAYROLL		\$2,244.63
REVENUE	\$	12.57
DEBT. SERVICE	\$	-
DEBT. SERV. RESERVE	\$	64,431.63
<u>R &amp; R</u>	\$	288,563.89
GENERAL	\$	206,675.18

### **Investments under Trustee Accounts:**

61,114.05 CD with 1st Colonial Bank @ 4% - MATURES 11/07/25 198,788.74 CD with 1st Colonial Bank @ 2.75% - MATURES 12/24/25 89,332.59 CD with 1st Colonial Bank @ 3.85% - Matures 01/29/26

210,447.89 Money Market

# PENNSAUKEN SEWERAGE AUTHORITY

Statement of Revenue and Expenditures - Standard

Revenue Account Range: First to 01-00-430-001 Print Zero YTD Activity: No Expend Account Range: First to 01-03-600-002

> Include Non-Anticipated: Yes Include Non-Budget: Yes

Prior Year: 07/01/24 to 07/31/24 Current Period: 07/01/25 to 07/31/25 Year To Date As Of: 07/31/25

08/13/2025 11:16 AM

0	0.00	0.00	0.00	0.00	0.00	ADMINISTRATION FRINGE BENEFITS	01-01-510-600
58		10,500.00		18,000.00	1,500.00	ADMIN: Commisioners	01-01-510-503
57		194,468.65		340,000.00	24,952.02	ADMIN Office Staff	01-01-510-502
57		102,105.15	13,568.00	180,000.00	13,296.00	ADMIN PSA Management	01-01-510-501
0		0.00		0.00	0.00	ADMINISTRATION SALARIES	01-01-510-500
0	0.00	0.00	ō	0.00	0.00	OPERATING FUND	01-00-000-000
% Expd	Un	YTD Expended	Current Expd	Budgeted	Prior Yr Expd	Description	Expenditure Account
84	725,366.69-	3,893,958.31	321,776.73	4,619,325.00	307,919.84	OPERATING REVENUES Revenue Totals	
0	151,825.00-	0.00	0.00	151,825.00	0.00	Anticipated Fund Balance	01-00-430-001
27	10,938.29-	4,061.71	33.45	15,000.00	251.97	Interst from Trustee Accounts	01-00-425-002
53	9,414.86-	10,585.14	1,728.77	20,000.00	1,966.86	Interest from Operating Fund	01-00-425-001
0	12,000.00-	0.00	0.00	12,000.00	0.00	JIF Insurance Premium Refund	01-00-420-004
18	410.00-	90.00	30.00	500.00	0.00	Application and Inspection Fees	01-00-420-002
2	2,950.00-	50.00	0.00	3,000.00	0.00	Other Income	01-00-420-001
0	1,000.00-	0.00	0.00	1,000.00	0.00	Permits - Merchantville	01-00-415-003
201	12,146.75	24,146.75	9,555.00	12,000.00	0.00	Permits - Commercial	01-00-415-002
30	8,425.00-	3,575.00	1,375.00	12,000.00	200.00	Permits- Residential	01-00-415-001
64	19,697.92-	35,302.08	2,757.78	55,000.00	2,503.53	A/R Penalty	01-00-410-005
62	493,141.86-	811,858.14	247,175.26	1,305,000.00	245,962.50	Commercial	01-00-410-004
91	2,755.88-	29,244.12	26,552.20	32,000.00	26,554.48	Cherry Hill	01-00-410-003
101	2,132.10	207,132.10	0.00	205,000.00	0.00	Merchantville	01-00-410-002
99	27,086.73-	2,767,913.27	32,569.27	2,795,000.00	30,480.50	Residential	01-00-410-001
% Real	Excess/Deficit	YTD Rev	Curr Rev	Anticipated	Prior Yr Rev	Description	Revenue Account

01-02-520-506	01-02-520-505	01-02-520-500	01-01-510-763	01-01-510-762	01-01-510-760	01-01-510-759	01-01-510-758	01-01-510-757	01-01-510-756	01-01-510-755	01-01-510-754	01-01-510-753	01-01-510-752	01-01-510-751	01-01-510-750	01-01-510-736	01-01-510-723	01-01-510-722	01-01-510-721	01-01-510-700	01-01-510-607	01-01-510-605	01-01-510-604	01-01-510-603	01-01-510-602	01-01-510-601	Expenditure Account
O&M: Management Salaries	O&M: Union Salaries	COST OF SERVICE SALARIES	ADMIN: Civic Involveme	ADMIN: Education/Dues	ADMIN: Bad Debt Exp	ADMIN: Financial Exp	ADMIN: Building Exp. & Repairs	ADMIN: Building Utilities	ADMIN: Equipment Rental	ADMIN: Service Contracts	ADMIN: Miscellaneous Exp	ADMIN: Telephone	ADMIN: Advertisning & Printing	ADMIN: Postage	ADMIN: Office Supplies & Expense	ADMIN: Public Officials Liab.	ADMIN: Other Professional Fees	ADMIN: Audit	ADMIN: Legal Fees	ADMINISTRATION OTHER EXPENSES	ADMIN: Sick/Vac Payback	ADMIN: Vision, Dental & Rx	ADMIN: Hospital Benefits	ADMIN: SUI/SDI/FLI	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	ADMIN: PERS/Employers Liabil	Description
14,544.00	73,055.03	0.00	0.00	0.00	0.00	0.00	1,857.98	3,883.44	0.00	2,672.06	0.00	2,543.77	0.00	0.00	326.65	0.00	0.00	18,206.50	1,516.67	0.00	3,324.00	3,750.24	14,356.97	173.92	3,224.84	0.00	Prior Yr Expd
195,000.00	1,000,000.00	0.00	182,500.00	10,000.00	500.00	2,300.00	25,000.00	25,000.00	3,500.00	25,000.00	3,000.00	25,000.00	15,000.00	17,000.00	15,000.00	10,000.00	20,000.00	37,000.00	20,000.00	0.00	57,000.00	61,500.00	207,000.00	5,500.00	50,000.00	150,000.00	Budgeted
14,840.00	68,330.77	0.00	0.00	700.00	0.00	0.00	715.99	1,190.31	747.39	275.47	0.00	2,868.16	110.00	0.00	1,289.52	0.00	0.00	0.00	3,033.34	0.00	3,392.00	4,447.88	16,996.40	212.28	3,416.31	0.00	Current Expd
102,178.00	519,305.97	0.00	15,000.00	8,882.91	0.00	2,145.00	5,799.20	15,077.03	2,242.17	27,109.84	100.00	17,249.82	4,223.13	12,099.49	6,993.20	8,435.00	15,709.28	42,600.00	12,133.36	0.00	16,960.00	33,933.59	124,899.41	1,995.97	24,324.66	139,714.00	YTD Expended
92,822.00	480,694.03	0.00	167,500.00	1,117.09	500.00	155.00	19,200.80	9,922.97	1,257.83	2,109.84-	2,900.00	7,750.18	10,776.87	4,900.51	8,006.80	1,565.00	4,290.72	5,600.00-	7,866.64	0.00	40,040.00	27,566.41	82,100.59	3,504.03	25,675.34	10,286.00	Unexpended
52	52	0	<b>∞</b>	89	0	93	23	60	64	108	ω	69	28	71	47	84	79	115	61	0	30	55	60	36	49	93	% Expd

### PENNSAUKEN SEWERAGE AUTHORITY Statement of Revenue and Expenditures

0.00 10,371.73 0.00	140,000.00 140,000.00 6,875.00	50,758.84 7,108.50 0.00		O&M: Emergency Repairs O&M: Emergency Station Repairs O&M: Chemicals	01-02-520-772 01-02-520-773 01-02-520-774
30,000.00     0.00     4,576.85       73,350.00     2,999.38     20,082.04	30,000.00 73,350.00	0.00 <b>4</b> 01.32		O&M: Fuel/Tolls/Mileage Exp O&M: Collection System Expense	01-02-520-770 01-02-520-771
602.95       5,000.00       0.00       755.55       4,244.45         495.80       20,000.00       4,631.47       13,674.87       6,325.13	5,000.00 20,000.00	602.95 495.80		O&M: Landscaping O&M: Vehicle & Repair Exp	01-02-520-768 01-02-520-769
3,924.99	5,000.00	73.45		O&M: Safety Expense	01-02-520-767
1,257.94 21,445.26	45,000.00	2,591.34		O&M: Oper & Maint Expense	01-02-520-766
4,404.29	10,000.00	397.79		O&M: Trash Removal	01-02-520-765
103,059.75	175,000.00	14,925.13		O&M: Station Utilities	01-02-520-764
11,225.00	30,000.00	0.00		O&M: Service Contracts	01-02-520-755
0.00	10,000.00	0.00		O&M: Uninsured Liabilities	01-02-520-741
1,885.00	5,000.00	0.00		O&M: Fund Expense (JIF)	01-02-520-735
0.00 71,151.00	85,000.00	0.00		O&M: Property/Insurance	01-02-520-733
42,985.00	48,000.00	0.00		O&M: Worker's Comp Insurance	01-02-520-732
25,987.00	32,000.00	0.00		O&M: General Liability/Auto Ins	01-02-520-731
10,615.00	25,000.00	0.00		O&M: Engineer Fees	01-02-520-711
0.00	0.00	0.00		COST OF SERVICE OTHER EXPENSES	01-02-520-700
0.00	8,000.00	0.00		O&M: Uniform Exp.	01-02-520-608
5,736.00	100,000.00	1,562.00		O&M: Sick/vac Payback	01-02-520-607
84,396.08	138,400.00	8,702.98		O&M: Vision, Dental & Rx	01-02-520-605
301,359.48	460,000.00	31,582.09		O&M: Hospitalization Benefits	01-02-520-604
4,388.11	9,500.00	90.00		O&M: SUI/SDI/FLI	01-02-520-603
	110,000.00	6,550.22		O&M: FICA/SOCIAL SECURITY/MEDICARE	01-02-520-602
139,714.00	150,000.00	0.00		O&M: PERS	01-02-520-601
1	0.00	0.00		COST OF SERVICE FRINGE BENEFIT	01-02-520-600
Prior Yr Expd Budgeted Current Expd YTD Expended Unexpended	Budgeted	or Yr Expd	Pri	Description	Expenditure Account

08/13/2025 11:16 AM

## PENNSAUKEN SEWERAGE AUTHORITY Statement of Revenue and Expenditures

	01-03-600-002	01-03-600-001	01-02-520-775	Expenditure Account
OPERATING FUND Expenditure Totals	Bond Debt (Interest)	Bond Debt (Principal)	O&M Permits & Licensing	Description
309,026.50	0.00	0.00	0.00	Prior Yr Expd
4,619,325.00	2,850.00	49,550.00	6,000.00	Budgeted
260,455.73	0.00	0.00	0.00	Current Expd
2,451,706.23	1,420.00	11,847.45	1,482.50	YTD Expended
2,167,618.77	1,430.00	37,702.55	4,517.50	Unexpended
53	0	. 0	25	% Expd

01 OPERATING FUND

Prior

Current

a<u>t</u>

Revenues:

307,919.84

321,776.73

3,893,958.31

Expenditures:	Revenues:	Grand Totals	Net Income:	Expenditures:
••	••	Prior	ñ	
309,026.50	307,919.84		1,106.66-	309,026.50
		Current		
260,455.73	321,776.73		61,321.00	260,455.73
		στγ		
2,451,706.23	3,893,958.31		1,442,252.08	2,451,706.23

Net Income:

1,106.66-

61,321.00

1,442,252.08

1

### Superintendent's Report

Meeting of August 19th, 2025

All components of the sanitary sewage collection system are operating properly.

In regular and preventative maintenance we flushed 25,756 feet of gravity sewer main 300 feet was root cut and 2,301 feet was inspected using our CCTV equipment. We performed 271 utility mark outs. We responded to 35 calls for service. The call breakdown is as follows:

Main Line stoppages: Vent stoppages: Station alarms: Miscellaneous services:	1 5 8	
		21

Respectfully submitted,

Anthony Figueroa Superintendent

As there were no items of personnel or litigation, Mr. Lutz requested a motion to adjourn. A motion was made by Mr. Archible, seconded by Mr. Archible to adjourn. On roll call all Commissioners present voted yes and the motion carried.

Respectfully Submitted,

Marco DiBattista, Secretary