

The Solicitor David A. Luthman, Esq. called the reorganization meeting of the Pennsauken Sewerage Authority to order at 6:45 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.

Mr. Luthman stated meeting Notice has been given to the Courier Post and the All Around Pennsauken newspapers and posted at the Pennsauken Municipal Building and the Pennsauken Sewerage Authority in accordance with the Sunshine Law.

Mr. Lutz asked for a roll call. The following Commissioners were present:

Mr. Oren Lutz
Mr. Gregory Schofield
Mr. James Cummings
Mr. James Pennestri

Also present were:

Mr. Bill Orth, Executive Director
Ms. Robin Fair, Treasurer
Mr. Thomas M. Tillinghast, Superintendent
Mr. Richard Ingram, Foreman
Mr. David Luthman, Solicitor

Absent was:

Mr. Roy Bundy

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

Mr. Luthman presented Pennsauken Township Resolution No. 2012-301 appointing Oren Lutz to a five year term as PSA Commissioner commencing January 1, 2012 and ending December 31, 2016. The Oath of Office was administered.

Mr. Luthman presented Resolution 12-1 Nominations for the office of Chairman.

Mr. Schofield moved for adoption of Resolution 12-1 with the name of Oren Lutz as Chairman, seconded by Mr. Cummings. On roll call all Commissioners present voted yes and the motion carried.

See Resolution No. 12-1

Mr. Luthman administered the oath of office to Chairman Lutz.

RESOLUTION NO. 2011:301


**RESOLUTION APPOINTING A MEMBER TO THE PENNSAUKEN
SEWERAGE AUTHORITY**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey that the following individual is hereby appointed as a member of the Pennsauken Sewerage Authority for a full five (5) year term, commencing **January 1, 2012** and expiring **December 31, 2016**.

OREN LUTZ

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded by the Municipal Clerk to the Pennsauken Sewerage Authority, Ronald Crane, Pennsauken Township, Chief Financial Officer and Oren Lutz.

ADOPTED by the Mayor and Township Committee of the Township of Pennsauken at the Regular Business Meeting held on December 14, 2011.



Gene Padalino
Township Clerk

ADOPTED: DECEMBER 14, 2011

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A CHAIRMAN**

BE IT RESOLVED by the Pennsauken Sewerage Authority that **Oren Lutz** be and is hereby elected Chairman of the Pennsauken Sewerage Authority for the fiscal year ending December 31, 2012 or until his successor is elected.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Bundy – Absent

Mr. Cummings – Yes

Mr. Pennestri – Yes

ADOPTED: January 10, 2012

Mr. Lutz presented Resolution 12-2, Nominations for the office of Vice-Chairman.

Mr. Pennestri moved for adoption of Resolution No. 12-2 with the name of Gregory Schofield, seconded by Mr. Cummings. All Commissioners present voted yes on roll call to carry the motion.

See Resolution No. 12-2

Mr. Schofield signed the Oath of Office as Vice-Chairman.

Resolution No. 12-3 was presented by the Chairman, Appointment of William Orth as Executive Director and approval of his contract.

Mr. Schofield moved for the appointment of William Orth with approval of his contract. It was seconded by Mr. Pennestri. On roll call all Commissioners present voted yes.

Resolution No 12-4 was presented, Appointment of Robin Fair Treasurer and approval of her contract.

Mr. Cummings made a motion to approve Robin Fair as Treasurer with approval of her contract. Mr. Schofield seconded the motion. All Commissioners present voted yes.

Resolution No 12-5 was presented, Appointment of Mr. Thomas M. Tillinghast as Superintendent and approval of contract.

A motion was made by Mr. Schofield, seconded by Mr. Pennestri for approval of appointment and contract. On roll call all Commissioners present voted yes.

Resolution No 12-6 was presented, Appointment of Mr. Alan Gudis Maintenance Supervisor with approval of contract.

Mr. Schofield made a motion to approve Mr. Gudis as Maintenance Supervisor and approval of his contract. It was seconded by Mr. Pennestri. On roll call all Commissioners present voted yes.

Resolution 12-7 was presented, Appointment of Richard Ingram as Foreman and approval of his contract.

A motion was made by Mr. Cummings, seconded by Mr. Pennestri and on roll call all Commissioners voted yes.

See Resolution No. 12-3 to 12-7

The Chairman presented this next group of appointments and designations for F/Y 2012 from Resolution 12-8 to and including Resolution 12-14.

Resolution No. 12-8 Appointment of David A. Luthman, Esq. as the Solicitor.

Resolution No. 12-9 Appointment of Engineers with the names of Remington & Vernick, T & M Associates, Inc. and CES Consulting Engineering Services as Engineers.

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A VICE-CHAIRMAN**

BE IT RESOLVED by the Pennsauken Sewerage Authority that **Greg Schofield** be and is hereby elected Vice-Chairman of the Pennsauken Sewerage Authority for the fiscal year ending December 31, 2012 or until his successor is elected.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes
Mr. Schofield – Yes
Mr. Bundy – Absent
Mr. Cummings – Yes
Mr. Pennestri – Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING AN EXECUTIVE DIRECTOR
AND APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority is authorized to employ such person(s) as it may deem necessary and advisable for the proper operation of the Authority's business; and,

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ an Executive Director who shall be charged with the responsibility for overseeing the day to day operations of the Authority.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. William Orth is hereby appointed Executive Director of the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2014 for which he shall receive compensation in the sum of One hundred thirty two thousand eighty dollars (\$132,080.00).
2. The Executive Director shall enter a contract with the Pennsauken Sewerage Authority which contract is approved and attached hereto. Said contract is to be maintained and made available for public inspection at the Authority's office.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as "Authority") and **WILLIAM ORTH** (hereinafter referred to as the "Executive Director").

1. The Authority desires to employ the Executive Director who shall be charged with the direct supervision of all day-to-day activities and shall be directly responsible for reporting to the Authority's Commissioners. The Executive Director shall perform each and every duty necessary for the continued, efficient operation of the Authority's business and shall perform each and every duty necessary for same as directed by the Authority's Commissioners. The Authority agrees to employ the Executive Director for a term of three (3) years commencing January 1, 2012, and ending December 31, 2014. In consideration thereof, the Executive Director agrees that he shall use his best efforts to supervise the daily operations of the Authority's business and to perform each and every task required by the Authority. During the term of this Agreement, the Executive Director shall be exclusively employed by the Authority. The Executive Director shall attend to the Authority's business during all of the hours that the Authority's office is open for business and shall, in addition thereto, attend all regular meetings of the Authority's Commissioners and all other meetings as may be required by the Authority and shall attend to all other business as may be directed by the Authority.

2. The Executive Director may not be removed except for just cause, defined as conviction of any crime as defined by the laws of the State of New Jersey and/or misconduct or malfeasance in office, and only upon written charges and a hearing before the Commissioners. This contract may also be terminated upon mutual agreement between the Authority and the Executive Director.

3. In consideration for the faithful performance of his duties, the Executive Director shall be entitled to an annual salary of One Hundred Thirty Two Thousand Eighty Dollars (\$132,080.00) to be paid in fifty-two (52) equal weekly installments. On the anniversary date of this contract, the Executive Director may request that the Commissioners re-open negotiation of salary and the right to renegotiate shall be determined by a majority vote of the Commissioners.

4. The Executive Director shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the Executive Director shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Executive Director retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less than twenty-five (25) years of continuous employment with the Authority (for purposes of this paragraph, there shall be credited as years of service with the Authority any years of service as an employee or elected official of the Township of Pennsauken), the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Executive Director shall be entitled to twenty (20) paid sick days per year and accumulation of sick time to a maximum of seventy (70) days. The Executive Director shall be entitled to sellback accumulated sick leave within any calendar year at the rate of one-hundred percent (100%).

7. In addition to the other benefits provided to the Executive Director, the Authority shall cooperate with him to obtain private disability insurance on his behalf. Disability insurance shall be placed at the sole discretion of the Executive Director who shall be responsible for arranging for this disability insurance coverage. The Authority shall pay for the cost of same up to a maximum of \$1,600.00 per year upon adequate proof of premium. In the event that the premium exceeds this amount, at any time during the course of this contract, the Executive Director may choose to terminate this benefit or pay directly the difference in premium to maintain the coverage. The Authority makes no warranties or representations concerning the availability of disability insurance coverage and it shall be the sole responsibility of the Executive Director to arrange for the insurance coverage and to qualify for the coverage. The Authority further makes no warranties or representations as to the effectiveness of such coverage and its sole responsibility pursuant to this paragraph is the payment of premium upon presentation by the Executive Director of an appropriate premium statement.

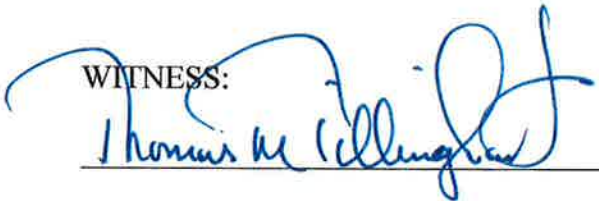
8. The Executive Director shall be entitled to thirty (30) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty (40) hours of unused vacation time may be carried into the next year. In addition thereto, the Executive Director will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

9. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable at the Executive Director's release from his employment for cause. The Executive Director shall be required to provide to the Authority at least sixty (60) days advanced notice of any resignation or other separation from employment.

10. In addition to all other duties and obligations as set forth above, the Executive Director shall accept appointment by the Commissioners of the Authority to such office or offices of the Authority as the Commissioners may deem appropriate and advisable and without any additional compensation.

IN WITNESS WHEREOF, the parties have set their hands and seal this 10th day of January, 2012.

WITNESS:



Thomas W. Callaghan

ATTEST:



Robin Fair



William Orth, Executive Director



Oren Lutz, Chairman

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A TREASURER AND APPROVAL
OF EMPLOYMENT CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization on January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority is duly constituted pursuant to N.J.S.A. 40:14A-1 et seq; and,

WHEREAS, the By-Laws of the Authority requires the appointment of a Treasurer; and,

WHEREAS, the Authority is authorized to employ such person(s) as it may deem necessary and advisable for the daily operations of the Authority; and,

WHEREAS, the Pennsauken Sewerage Authority desires to employ a Treasurer/Office Manager for the purpose of keeping all records and accounts of the Authority's business and to assist in the overall supervision of the office personnel.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Robin Fair is hereby appointed as Treasurer/Office Manager for a term of January 1, 2012 thru December 31, 2014 at the annual salary of Ninety Thousand Nine Hundred Thirty Six Dollars (\$91,936.00).
2. The Treasurer shall enter a contract with the Pennsauken Sewerage Authority which contract is approved and attached hereto. Said contract is to be maintained and made available for public inspection at the Authority's office.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as "Authority") and **ROBIN FAIR** (hereinafter referred to as "Treasurer/Office Manager").

1. The Authority is required by its by-laws to appoint a Treasurer. The Authority desires to employ a Treasurer/Office Manager as a full-time employee for the purpose of keeping all records and accounts of the Authority's business and to assist in the overall supervision of the office personnel.

2. The Authority agrees to employ the Treasurer/Office Manager to perform those duties as set forth above and such other duties as may be from time to time assigned for a term of three (3) years commencing January 1, 2012, and ending December 31, 2014. In consideration thereof, the Treasurer/Office Manager agrees that she shall use her best efforts to perform each and every duty assigned by the Authority. During the term of this Agreement, the Treasurer/Office Manager shall be exclusively employed by the Authority except as otherwise expressly permitted by the Authority.

3. The Treasurer/Office Manager may not be removed except for just cause, defined as conviction of any crime as defined by the laws of the State of New Jersey and/or misconduct or malfeasance in office, and only upon written charges and a hearing before the Commissioners. This contract may also be terminated upon mutual agreement between the Authority and the Treasurer/Office Manager.

4. In consideration for the faithful performance of her duties, the Treasurer/Office Manager shall be entitled to an annual salary of Ninety One Thousand Nine Hundred Thirty Six Dollars (\$91,936.00) to be paid in fifty-two (52) equal weekly installments. On the anniversary

date of this contract, the Treasurer/Office Manager may request that the Commissioners re-open negotiation of salary and the right to renegotiate shall be determined by a majority vote of the Commissioners.

5. The Treasurer/Office Manager shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of her employment, the Treasurer/Office Manager shall receive the current plan for those insurance coverages specified herein or its equivalent.

6. The Treasurer/Office Manager shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Treasurer/Office Manager shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

7. The Treasurer/Office Manager shall be entitled to thirty (30) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Unused vacation time may be carried into the next year. In addition thereto, the Treasurer/Office Manager will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

8. In the event that the Treasurer/Office Manager retires and severs from her position with the Authority, and is then in good standing, and provided that she shall have not less than twenty-five (25) years of continuous employment with the Authority, the Authority shall

provide to her a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as she becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

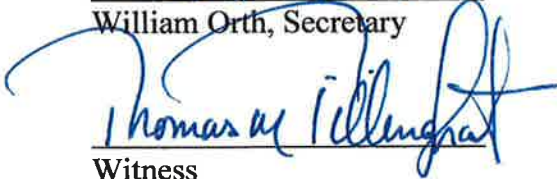
9. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable at the Treasurer/Office Manager's release from her employment for cause. The Treasurer/Office Manager shall be required to provide to the Authority at least sixty (60) days advanced notice of any resignation or other separation from employment.

10. In addition to all duties and obligations as set forth above, the Treasurer/Office Manager shall accept appointment by the Commissioners of the Authority to such office or offices of the Authority as the Commissioners may deem appropriate and advisable without any additional compensation.

IN WITNESS WHEREOF, the parties have set their hands and seal this 12th day of January, 2012.



William Orth, Secretary



Witness



Oren Lutz, Chairman



Robin Fair, Treasurer/Office Manager

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A SUPERINTENDENT AND
APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization of January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to employ a Superintendent who shall be responsible for the proper maintenance and operation of the Authority's collection system and further to supervise the personnel of the Authority employed to assist him in that regard; and,

WHEREAS, the Superintendent is required to be licensed in accordance with regulations promulgated by N.J.D.E.P.E.; and,

WHEREAS, Thomas Tillinghast holds all required licenses.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Thomas Tillinghast is hereby employed as Superintendent for the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2014 at an annual salary of Ninety One Thousand Nine Hundred Thirty Six Dollars (\$91,936.00).
2. The Superintendent shall enter a contract with Pennsauken Sewerage Authority which form is approved and attached hereto. Said contract is to be maintained and made available for public inspection at the Authority's office.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as “Authority”) and **THOMAS M. TILLINGHAST** (hereinafter referred to as “Superintendent”).

1. The Authority desires to employ a Superintendent to be responsible for the proper maintenance and operation of the Authority’s collection system and supervision of the Authority Operations Personnel.

2. The Authority agrees to employ the Superintendent for a term of three (3) years commencing January 1, 2012, and ending December 31, 2014. In consideration thereof, the Superintendent agrees that he shall use his best efforts to perform those duties set forth above and such other duties as may be assigned to him. During the term of this Agreement, the Superintendent shall be exclusively employed by the Authority except as otherwise expressly permitted by the Authority. The Superintendent shall perform his duties during such times as shall be set and designated by the Authority.

3. In consideration for the faithful performance of his duties, the Superintendent shall be entitled to an annual salary of Ninety One Thousand Nine Hundred Thirty Six Dollars (\$91,936.00) to be paid in fifty-two (52) equal weekly installments. On the anniversary date of this contract, the Superintendent may request that the Commissioners re-open negotiation of salary and the right to renegotiate shall be determined by a majority vote of the Commissioners.

4. The Superintendent shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the

Superintendent shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Superintendent retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less than twenty-five (25) years of continuous employment with the Authority, the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Superintendent shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Superintendent shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

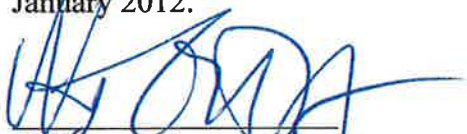
7. The Superintendent shall be entitled to thirty (30) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty hours of unused vacation time may be carried into the next year. In addition thereto, the Superintendent will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

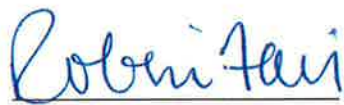
8. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable if released for just cause. A sixty (60) day written notice must be given the Authority if the Superintendent resigns.

9. The Superintendent recognizes that, notwithstanding the terms of this Agreement, he is serving at the will of the Commissioners of the Authority.

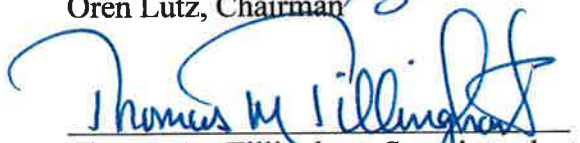
IN WITNESS WHEREOF, the parties have set their hands and seal this 10th day of

January 2012.


William Orth, Secretary


Witness


Oren Lutz, Chairman


Thomas M. Tillinghast, Superintendent

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A MAINTENANCE SUPERVISOR AND
APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization of January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority is authorized to employ such person(s) as it may deem necessary and advisable for the proper operation of the Authority's business; and

WHEREAS, the Authority finds it necessary and advisable to employ a Maintenance Supervisor responsible for the day to day operations of the Authority's operations and business; and,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Alan Gudis is hereby appointed Maintenance Supervisor of the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2014 for which he shall receive compensation in the sum of Eighty One Thousand Three Hundred Twenty Eight Dollars (\$81,328.00).
2. The Maintenance Supervisor shall enter a contract with the Pennsauken Sewerage Authority which contract is approved and attached hereto. Said contract is to be maintained and made available for public inspection at the Authority's office.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as “Authority”) and **ALAN GUDIS** (hereinafter referred to as the “Maintenance Supervisor”).

1. The Authority desires to employ a Maintenance Supervisor and to set forth more fully and completely within this Agreement the duties and responsibilities of the Maintenance Supervisor and the consideration afforded the Maintenance Supervisor for the faithful performance of those duties. The Maintenance Supervisor is responsible, under the direction of the Superintendent of the Authority, to supervise the day-to-day operations of the Authority. The Maintenance Supervisor shall perform all duties as assigned by the Superintendent, the Executive Director, and/or as directed by the Commissioners of the Authority, including but limited to the following:

(A) The Maintenance Supervisor shall supervise all employees to insure that all work is done in accordance with the policies and procedures of the Authority. He shall further coordinate all work being done by any outside agencies and/or contractors and shall be responsible for establishing project schedules and shall monitor all projects to insure that they are completed in a timely manner, except for those projects that under the direct supervision of the Authority’s Consulting Engineer, in which case the Maintenance Supervisor shall assist the Authority’s Consulting Engineer as and when the Consulting Engineer shall deem necessary and advisable.

(B) In the absence of the Superintendent, the Maintenance Supervisor shall assume the Superintendent’s responsibility for all day-to-day operations and accordingly is subject to recall to the Authority’s office or to any job site at any time as needed.

(C) The Maintenance Supervisor shall also act as the Authority's Affirmative Action Compliance Officer and shall in conjunction with that assignment act as the liaison between the State's Affirmative Action Compliance office and the Authority, and further, shall insure that all outside agencies and/or contractors working for the Authority comply with Affirmative Action reporting requirements.

(D) The Maintenance Supervisor shall also act as the Authority's Safety Officer. In conjunction with this assignment, the Maintenance Supervisor shall be directly responsible for insuring that all employees comply with the Authority's safety policy. In addition, the Maintenance Supervisor shall conduct all investigations of job-related accidents involving Authority personnel, or the use of any and all equipment and facilities, and tender all results of conducted to the Authority's insurance carrier and assist the Authority's insurance carrier in the determination of all claims. The Maintenance Supervisor shall also act as the Chairman of the Authority's in-house Safety Committee and as the Safety Delegate to the Authority's participation in the Joint Insurance Fund. The Maintenance Supervisor shall also plan and conduct safety training meetings for the Authority personnel.

(E) The Maintenance Supervisor shall perform all other duties as may be assigned by the Executive Director, the Superintendent, and/or the Commissioners of the Authority from time to time.

2. The Authority agrees to employ the Maintenance Supervisor for a term of three (3) years commencing January 1, 2012, and ending December 31, 2014. In consideration thereof, the Maintenance Supervisor agrees that he shall use his best efforts to perform those duties set forth above and such other duties as may be assigned to him. During the term of this Agreement, the Maintenance Supervisor shall be exclusively employed by the Authority except

as otherwise expressly permitted by the Authority. The Maintenance Supervisor shall perform his duties during such times as shall be set and designated by the Authority.

3. In consideration for the faithful performance of his duties, the Maintenance Supervisor shall be entitled to an annual salary of Eighty One Thousand Three Hundred Twenty Dollars (\$81,328.00) to be paid in fifty-two (52) equal weekly installments. On the anniversary date of this contract, the Maintenance Supervisor may request that the Commissioners re-open negotiation of salary and the right to renegotiate shall be determined by a majority vote of the Commissioners.

4. The Maintenance Supervisor shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the Maintenance Supervisor shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Maintenance Supervisor retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less than twenty-five (25) years of continuous employment with the Authority, the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Maintenance Supervisor shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Maintenance Supervisor shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

7. The Maintenance Supervisor shall be entitled to twenty five (25) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty hours of unused vacation time may be carried into the next year. In addition thereto, the Maintenance Supervisor will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

8. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable at the Maintenance Supervisor's release from his employment for cause. The Maintenance Supervisor shall be required to provide to the Authority at least sixty (60) days advanced notice of any resignation or other separation from employment.

9. The Maintenance Supervisor recognizes that, notwithstanding the terms of this Agreement, he is serving at the will of the Commissioners of the Authority.

10. The Employer is committed to the continuing education and professional development of all its Employees. An Employee who obtains prior approval from the Employer to take courses which are related to employment requirements and who successfully completes any such course, shall be reimbursed for tuition and course materials required by the Employer. No Employee shall be eligible for reimbursement unless the Employee has first gained the

permission of the Employer to attend the class. The Employer shall pay for all tuition, books and registration fees for all courses taken by Employees that are approved in advance by the Employer. These courses shall be taken, whenever practicable, in the evening hours or on weekends so as not to conflict with regular working schedules. Whenever an Employee receives approval to attend a seminar conducted during the workday, he shall receive his normal compensation. Any Employee who takes any course related to their employment shall submit to the Employer satisfactory evidence of his completion of the course requirements. In the event that an Employee fails to provide such notification or evidence, then he shall not be eligible for reimbursement and shall pay back to the Employer any and all such sums previously advanced by the Employer for such course work.

IN WITNESS WHEREOF, the parties have set their hands and seal this 10th day of January, 2012.



William Orth, Secretary



Oren Lutz, Chairman



Witness



Alan Gudis, Maintenance Supervisor

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A FOREMAN AND APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization on January 1, 2012; and

WHEREAS, the Pennsauken Sewerage Authority is authorized to employ such person(s) as it may deem necessary and advisable for the proper operation of the Authority's business; and

WHEREAS, the Authority finds it necessary and advisable to employ a Foreman responsible for the day to day operations of the Authority's operations and maintenance personnel;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Richard Ingram is hereby appointed Foreman of the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2014 for which he shall receive compensation in the sum of Eighty One Thousand Three Hundred Twenty Eight Dollars (\$81,328.00).
2. The Foreman shall enter a contract with the Pennsauken Sewerage Authority which contract is approved and attached hereto. Said contract is to be maintained and made available for public inspection at the Authority's office.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as "Authority") and **RICHARD INGRAM** (hereinafter referred to as the 'Foreman').

1. The Authority desires to employ a Foreman and to set forth more fully and completely within this Agreement the duties and responsibilities of the Foreman and the consideration afforded the Foreman for the faithful performance of those duties. The Foreman is responsible, under the direction of the Superintendent of the Authority, to supervise the day-to-day operations of the Authority. The Foreman shall perform all duties as assigned by the Superintendent, the Executive Director, and/or as directed by the Commissioners of the Authority, including but limited to the following:

(A) The Foreman shall supervise all employees to insure that all work is done in accordance with the policies and procedures of the Authority.

(B) In the absence of the Superintendent and the Maintenance Supervisor, the Foreman shall assume the responsibility for all day-to-day operations and accordingly is subject to recall to the Authority's office or to any job site at any time as needed.

(C) The Foreman shall perform all other duties as may be assigned by the Executive Director, the Superintendent, the Maintenance Supervisor, and/or the Commissioners of the Authority from time to time.

2. The Authority agrees to employ the Foreman for a term of three (3) years commencing January 1, 2012, and ending December 31, 2014. In consideration thereof, the Foreman agrees that he shall use his best efforts to perform those duties set forth above and such other duties as may be assigned to him. During the term of this Agreement, the Foreman shall

be exclusively employed by the Authority except as otherwise expressly permitted by the Authority. The Foreman shall perform his duties during such times as shall be set and designated by the Authority.

3. In consideration for the faithful performance of his duties, the Foreman shall be entitled to an annual salary of Eighty One Thousand Three Hundred Twenty Eight Dollars (\$81,328.00) to be paid in fifty-two (52) equal weekly installments. On the anniversary date of this contract, the Foreman may request that the Commissioners re-open negotiation of salary and the right to renegotiate shall be determined by a majority vote of the Commissioners.

4. The Foreman shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the Foreman shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Foreman retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less that twenty-five (25) years of continuous employment with the Authority, the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Foreman shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Foreman shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

7. The Foreman shall be entitled to thirty (30) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty hours of unused vacation time may be carried into the next year. In addition thereto, the Foreman will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

8. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable at the Foreman's release from his employment for cause. The Foreman shall be required to provide to the Authority at least sixty (60) days advanced notice of any resignation or other separation from employment.

9. The Foreman recognizes that, notwithstanding the terms of this Agreement, he is serving at the will of the Commissioners of the Authority.

10. The Foreman will make every reasonable effort to secure the licenses necessary for operation of the Authority's collection system.

IN WITNESS WHEREOF, the parties have set their hands and seal this 10th day of

January, 2012.



William Orth, Secretary



Oren Lutz, Chairman



Witness



Richard Ingram, Foreman

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTMENT OF SOLICITOR**

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 10, 2010 pursuant to N.J.S.A. 40:14A-1 et seq., and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to employ and appoint an attorney-at-law of the State of New Jersey to act as Solicitor in accordance with Article 3, Subparagraph 1 of the Authority's By-Laws, and;

WHEREAS, the Pennsauken Sewerage Authority is authorized to enter a contract for the services without public advertising for bids pursuant to N.J.S.A. 40A:12-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **David A. Luthman, Esq.** is hereby appointed and employed as Solicitor to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012 or until his successor has been appointed.
2. The aforementioned Solicitor shall enter a contract with the Pennsauken Sewerage Authority in the form annexed hereto which form is expressly approved.
3. The Secretary of the Pennsauken Sewerage Authority shall cause the following legal advertisement to be placed once in a newspaper authorized to publish the Authority's advertisements.

PLEASE TAKE NOTICE that **David A. Luthman** has been appointed as Solicitor to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012. The Solicitor shall be paid a sum of \$18,200 per annum. The Solicitor and the Pennsauken Sewerage Authority have entered a contract which is on file and available for public inspection at the offices of the Pennsauken Sewerage Authority, 1250 John Tipton Blvd., Pennsauken, New Jersey.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTMENT OF ENGINEERS**

WHEREAS, The Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 10, 2012, and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ a professional consulting engineer, and;

WHEREAS, such employment is specifically authorized by Article 3, Subparagraph 1 of the By-Laws of the Authority and sufficient funds having been appropriated for said services in the Authority's Fiscal Year 2012 Budget, and;

WHEREAS, the Pennsauken Sewerage Authority is authorized to enter a contract for these services without public advertising for bids pursuant to N.J.S.A. 40A:12-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Remington & Vernick, T&M Associates, Inc. and CES Consulting Engineer Services** are hereby appointed and employed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012 or until a successor has been appointed.
2. The Consulting Engineer shall enter a contract with the Pennsauken Sewerage Authority in the form annexed hereto which form is expressly approved.
3. The Secretary of the Pennsauken Sewerage Authority shall cause the following legal advertisement to be placed once in a newspaper authorized to publish the Authority's advertisements.

PLEASE TAKE NOTICE that **Remington & Vernick, T&M Associates, Inc. and CES Consulting Engineer Services** have been appointed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012. The Consulting Engineers shall be paid for such other work as may be required by and performed for the Pennsauken Sewerage Authority at the per diem charge on an hourly basis as set forth in a fee schedule attached to and made a part of a contract entered between the Pennsauken Sewerage Authority and consulting Engineer, which is on file and available for public inspection in the office of the Pennsauken Sewerage Authority, 1250 John Tipton Blvd., Pennsauken, New Jersey.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

Resolution No. 12-10 Appointment of Bowman & Company as the Auditors.

Resolution No. 12-11 Appointment of Connor Strong Companies, Inc. as Insurance Broker/Risk Manager.

Resolution No. 12-12 Appointments of Bill Orth as Fund Commissioner & Thomas M. Tillinghast as an Alternate.

Resolution No. 12-13 Cash Management Plan – Designation of Depository as Susquehanna Bank.

Resolution No. 12-14 Designations of Official Newspapers as the Courier Post, All Around Pennsauken, the Burlington County Times and the Philadelphia Inquirer.

Mr. Schofield moved to adopt Resolutions 12-8 thru 12-14 with the names stated. Mr. Pennestri seconded the motion. On roll call all Commissioners present voted yes. The appointments stand approved.

See Resolutions No. 12-8 to 12-14

The Chairman presented Resolution 12-15 to and including Resolution 12-17.

Resolution No. 12-15 was presented, Bond of Treasurer.

Resolution No. 12-16 was presented, Surety Bond for Employees.

Resolution No. 12-17 was presented, Approval of Surplus Asset Disposal List.

A motion was made by Mr. Cummings for adoption of Resolutions 12-15 thru 12-17 with the names so stated. It was seconded by Mr. Pennestri. On roll call all Commissioners voted yes. The appointments stand approved.

See Resolutions No. 12-15 to 12-17

The minutes of the meeting December 13, 2011 were presented for approval.

A motion was made by Mr. Pennestri, seconded by Mr. Cummings to approve the minutes as presented. All Commissioners present signified their approval saying aye. The minutes stand approved.

The Chairman stated the amount of bills to be paid tonight is\$346,538.54

Mr. Pennestri moved to pay the bills as presented, seconded by Mr. Cummings. On roll call Mr. Schofield abstained. All remaining Commissioners present voted yes to carry the motion.

See Bill List Attached

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTMENT OF AUDITOR**

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 10, 2012 and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ an auditor for the Fiscal Year 2012 and has appropriated sufficient sums for the employment of an auditor in its Fiscal Year budget, and;

WHEREAS, the Pennsauken Sewerage Authority is authorized by the By-Laws of the Authority, Article 3, Subparagraph 1.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Bowman & Company** is hereby appointed and employed as Auditor to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012 or until a successor has been appointed.
2. The Auditor shall enter a contract with the Pennsauken Sewerage Authority in the form annexed hereto which form was expressly approved.
3. The Secretary of the Pennsauken Sewerage Authority shall cause the following legal advertisement to be placed once in a newspaper authorized to publish the Authority's advertisements.

PLEASE TAKE NOTICE that **Bowman & Company** has been appointed as Auditor to the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012. The Auditor shall make the annual audit of the records of the Authority and shall perform those duties prescribed by law or rules and regulation of the Division of Local Government Services of the Department of Community Affairs of the State of New Jersey and shall assist the Authority in any other manner as shall be requested by the Authority for which the Auditor shall be compensated pursuant to a current standard hourly rate schedule which is appended to and made a part of a contract between the Authority and Auditor which is on file and available for public inspection at the Pennsauken Sewerage Authority, 1250 John Tipton Blvd., Pennsauken, New Jersey.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTMENT OF INSURANCE BROKER/RISK MANAGER**

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization on January 10, 2012 and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint an Insurance Broker of Record who shall be responsible for placing, at the Authority's request, any and all insurance coverage which may be requested by and for the Authority and Risk Manager with respect to any insurance coverage provided by a fund of self insurance, and;

WHEREAS, N.J.S.A. 40A:12-1 et seq. requires that the Resolution authorizing the award for extraordinary unspecified services without competitive bid, and the contract itself must be available for public inspection, and;

WHEREAS, the Authority is authorized to enter such contract without advertising for public bids in accordance with N.J.S.A. 40A:12-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Conner Strong Companies, Inc.** is hereby awarded a contract to act as the Insurance Broker of Record and Risk Manager for the Pennsauken Sewerage Authority and is hereby authorized to place all insurance coverage requested by and for the Pennsauken Sewerage Authority and to provide Risk Management services, the adequacy and nature of which shall be determined by the Executive Director of the Pennsauken Sewerage Authority.

2. The term of the award shall be from January 1, 2012 thru December 31, 2012 or until a successor has been appointed.

3. The Secretary of the Pennsauken Sewerage Authority shall cause the following notice to be published once in a newspaper authorized to publish the Authority's notices.

PLEASE TAKE NOTICE that **Conner Strong Companies, Inc.** has been appointed the Insurance Broker of Record for the Pennsauken Sewerage Authority for a term of January 1, 2012 thru December 31, 2012. The above named is authorized to place any and all insurance policies requested by and for the Pennsauken Sewerage Authority and to provide Risk Management Services. The above named shall receive no direct compensation from the Pennsauken Sewerage Authority, its compensation being derived from the normal and customary commission practice of the insurance industry.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A FUND COMMISSIONER AND AN ALTERNATE**

WHEREAS, the Pennsauken Sewerage Authority is a member of the New Jersey Municipal Joint Utilities Insurance Fund, and;

WHEREAS, each member Authority must appoint a Fund Commissioner and an Alternate to the Joint Insurance Fund, and;

WHEREAS, these appointments must be made annually,

NOW, THEREFORE, be it resolved that the Commissioners of the Pennsauken Sewerage Authority do hereby appoint **Bill Orth** to serve as the Authority's Fund Commissioner and appoint **Thom Tillinghast** to serve as the Alternate for a term starting January 1, 2012 and ending December 31, 2012 or until their successors are appointed.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPROVING THE CASH MANAGEMENT PLAN**

Pursuant to the requirements of N.J.S.A. 40A:5-14 and N.J.A.C. 5:31-3.1 the following is the Cash Management Plan of Pennsauken Sewerage Authority for the fiscal year commencing January 1, 2012 and ending December 31, 2012.

I. Designation of Legal Public Depository

- A. The designated legal public depository of the Authority shall be a state or federally chartered bank, savings bank or an association located in the State of New Jersey or a state or federally chartered bank, savings bank or an association located in another state with a branch office in this State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit and which otherwise qualifies as a “public depository” pursuant to the requirements of the Governmental Unit Deposit Protection Act, N.J.S.A. 17:9-41, et seq. **Susquehanna Bank** is hereby designated as the legal public depository of the Authority.

II. Accounts Held by Designated Legal Public Depositories

- A. General Checking Account (Operating Fund). There shall be maintained in the designated legal public depository a General Checking Account, the purpose of which is to receive all monies from any source by or on behalf of the Authority. Pursuant to the requirements of N.J.S.A. 40A:5-15, all monies received from any source by or on behalf of the Authority, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the General Checking Account. Any surplus after payment of operating expenses shall be transferred to Revenue Fund held by Trustee by wire and authorized letter from Authority.

1. There shall be maintained in the designated legal Public depository a Payroll Account which shall be a sub account of the Operating Account. Monies shall be transferred from the Operating Account into the Payroll Account on a weekly basis to meet the payroll requirements of the Authority.
 2. There shall be maintained a change fund for the office personnel in the amount of \$100.00 with the necessary withdrawals and transfers from the General Checking Account. The Treasurer is authorized and instructed to make the necessary transfers of money to maintain the change fund in the amount of \$100.00.
- B. Connection Fees and Escrow Deposits All fees and deposits will be deposited within 48 hours of receipt to the credit of General Checking Account. Separate detailed general ledger accounts will be developed, maintained and balanced monthly in accordance with rules and regulations of the Authority.
- C. Petty Cash Fund A petty cash fund will be maintained by the Authority. The purpose of the petty cash fund is to pay small miscellaneous expenses of the Authority in cash. There are two such funds located in the offices of the Authority's Treasurer and Superintendent. The petty cash fund shall not exceed \$200.00 in cash at any one time. An authorized petty cash slip shall be written and maintained recording all monies withdrawn from these funds.
- D. The Treasurer of the Authority will prepare a monthly report summarizing all investments and reporting all balances since the last meeting of the Authority. This report shall also contain a review of monthly and year to date activity in billings, disbursements and collections.
- E. All accounts maintained in the designated legal public depository shall be interest bearing accounts and shall be maintained as business checking accounts in order to obtain the highest interest rate available from the designated legal public depository for demand deposits.

III. Accounts Held By The Trustee

- A. Pursuant to the requirements of Article V of the Resolution Authorizing the Issuance of Revenue Bonds, adopted the Trustee is required to make payments quarterly from the Revenue Fund into the several funds created by the Resolution. Payments are to be made into each fund up to the maximum limit set for the fund in the following order.
1. Into the Operating Fund so that the amount therein equals the Operating Requirement, which is generally defined as the amount required for the payment of operating expenses for a period of three months as shown by the annual budget;
 2. Into the Sinking Fund, if required;
 3. Into the Bond Reserve Fund so that the amount therein equals the bond reserve requirement, which is generally defined as an amount equal to maximum annual debt service.
 4. Into the Renewal and Replacement Fund so that the amount therein equals the System Reserve Requirement which has been established by the Authority; and
 5. Into the General Fund, balance remaining in the Revenue Fund.

B. Special Instructions to Trustee:

1. The Operating Requirement, which for the current fiscal year is 250,000.00, shall be maintained by the Trustee in the Revenue Fund.
2. On an as needed basis, the Trustee shall transfer, by wire, the amount requisitioned by the Authority to pay operating expenses for the previous month into the Authority's Operating Account maintained in the designated legal public depository.
3. Any balance remaining in the Revenue Fund in excess of the Operating Requirement and the money paid into the Authority's Operating Account, shall be transferred by the Trustee on a quarterly basis, first, into the Bond Service Fund, and then, into the several funds created by the Resolution in the following order but only to the extent necessary to meet the respective required fund balances.

Required Balance

(a) Bond Service Fund:	
(b) Sinking Fund	0
(c) Renewal & Replacement Fund	\$250,000.00
(d) General Fund	The Balance
(e) Revenue Fund	Any surplus revenues

4. On a quarterly basis, the Trustee shall determine whether the balances in the Bond Service Fund, Sinking Fund, Bond Reserve Fund and Renewal & Replacement Fund are in excess of the required balance for each respective fund. Any amounts in excess of the required balance for each fund shall be transferred by the Trustee on a quarterly basis, first, into the Bond Service Fund, and then, into the several funds created by the Resolution in the order provided in the preceding paragraph, but only to the extent necessary to meet the respective fund required balances. If the required balances of all funds are satisfied, any excess funds shall be paid into the General Fund.

IV: Investments of Bond Service Fund Amounts

- A. Funds to be invested by U.S. Bank under Investment Management Agreement in accordance with Article VI of the Sewer Bond Resolution adopted July 2003.

V. Investment Broker

- A. Pursuant to the requirements of N.J.S.A. 40A:5-15.1, any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool or the State of New Jersey Cash Management Fund, shall be purchased and redeemed only through the use of a national or state bank located within the State or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to N.J.S.A. 49:3-56 and has at least \$25 million in capital stock, surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government Securities and reports daily to the Federal Reserve Bank or New York its position and borrowing on such U.S. Government Securities.
- B. The Authority authorizes the Investment Broker to act for and on behalf of the Authority and to use monies which the Authority may have on hand for investment purposes in the Bond Reserve Fund, Renewal and Replacement Fund and General Fund, as well as in any open Construction Fund which may have been authorized under any bond resolution to purchase only the types of securities which are authorized by law and this cash management plan to be purchased by the Authority and which, if suitable for registry, shall be registered in the name of the Pennsauken Sewerage Authority. The Investment Broker shall be guided by the Investment policies of this cash management plan but shall otherwise use its best professional judgment and expertise in making investment decisions.
- C. The Investment Broker shall be provided with, and sign an acknowledgment that the Investment Broker has seen and reviewed the cash management plan of the Authority. The Investment Broker shall also sign an acknowledgment that the government money market mutual fund whose securities are being sold to the Authority meets the criteria of a government market mutual fund as defined in this cash management plan.

VI: Securities Which May Be Purchased By or on Behalf of the Authority

- A. Pursuant to N.J.S.A. 40A:5-15.1, the Authority hereby authorizes the Investment Broker to purchase the following types of securities:
1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America and/or any bonds or obligations of a United States Government Federal Agency issue;
 2. Government money market mutual funds;
 3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 4. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:1BA-90.4); or
 5. Agreement for the repurchase of fully collateralized securities, if
 - (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of subsection A herein;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-4.1); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.
- B. Any investment instruments in which the security is not physically held by the Authority shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the Authority and prevent unauthorized use of such investments;
- C. Purchase of investment securities shall be executed by the “delivery versus payment” method to ensure that securities are either received by the Authority or a third party custodian prior to or upon the release of the Authority’s funds.

- D. For the purpose of this section;
- (1) a “government money market mutual fund” means an investment company or investment trust.
 - (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act 1940” 15 U.S.C. 80a-1 et seq.,
 - (b) the portfolio of which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection A herein; and
 - (c) which is related by a nationally recognized statistical rating organization.
 - (2) a “local government pool” means an investment pool:
 - (a) which is managed in accordance with 17 C.F.R. 270.2a-7;
 - (b) which is rated in the highest category by a nationally recognized statistical rating organization;
 - (c) which is limited to U.S. Government securities that meet definition of an eligible security pursuant to 17 C.F.R. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) or subsection A herein;
 - (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act” P.L. 1968, c.410 (C.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
 - (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VII: Investment Policies

- A. The policies to be used for selecting and evaluating investment instruments shall include preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees, and when appropriate, policies of investment instrument administrators and further, shall be based on a cash flow analysis prepared by the Treasurer and shall be commensurate with the nature and size of the funds held by the Authority. All investments shall be made on a competitive basis insofar as practicable. When an investment in bonds maturing in more than one year is authorized, the maturity of those bonds shall approximate the prospective use of the funds invested.

VIII: Records

- A. When the securities so purchased are received by the Authority, or by the Trustee or Investment Broker on behalf of the Authority, the Treasurer shall duly record the receipt thereof in an appropriate manner and, at the next regular or special meeting after such receipt, shall transmit a written report to the members of the Authority setting forth the amount of securities so received, the series, date, numbers and interest periods, if any, thereof and shall transmit said securities to Trustee, for safe keeping. The written report shall be recorded in the minutes of such meeting.

IX: Approval, Amendment and Administration of Plan

- A. The cash management plan shall be approved annually by majority vote of the Authority and may be modified from time to time in order to reflect changes in federal or state law or regulations, or in the designations of depositories, funds or investment instruments or the authorization for investments. The Executive Director or, in his absence, the Treasurer shall be charged with administering the plan. The person so charged with administering the plan shall consult with the Authority solicitor, auditor and investment broker from time to time to insure the proper administration of the plan.
- B. The person charged with administering the plan shall deposit or invest the monies of the Authority as designated or authorized by the cash management plan and shall thereafter, be relieved of any liability for loss of such monies due to the insolvency or closing of any depository designated by, or the decrease in value of any investments authorized by, the cash management plan.
- C. Any official of the Authority involved in the designation of depositories or in the authorization for investments as permitted pursuant to the cash management plan, or any combination of the proceeding, or the selection of an entity seeking to sell an investment to the Authority who has a material business or personal relationship with the organization, shall disclose that relationship to the Authority and to the Local Finance Board or the Municipal Ethics Board, as appropriate.

X: Payment of Bills by Authority

- A. The Authority shall not pay out any of its monies:
1. unless the person claiming or receiving the same shall first present a detailed bill of items or demand, specifying particularly how the bill or demand is made up, with the certification of the party claiming payment that it is correct, and
 2. unless it carries a certification of some supervisory personnel of the Authority having knowledge of the facts that the goods have been received by, or the services rendered to, the Authority.
- B. Notwithstanding the provisions of paragraph A herein, the Authority may, by resolution:
1. provide for and authorize payment of advances to officers and employees of the Authority toward their expenses for authorized official travel and incidental expenses, in a manner consistent with N.J.S.A. 40A:5-16.1;
 2. provide for and authorize payment of an advance to any nonprofit organization or agency with which the Authority has entered into a service contract, for the purpose of meeting service programs start up costs, in a manner consistent with N.J.S.A. 40A:5-16.2; or
 3. provide for and authorize payment in advance of estimated administrative or direct service costs to the Authority or to any other party participating in a statutorily authorized joint, inter-local or other cooperative activity, in a manner consistent with N.J.S.A. 40A:5-16.3.

XI: Check Cashing Prohibited

- A. The Authority shall not engage in the practice of cashing checks with public funds.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
DESIGNATING THE OFFICIAL NEWSPAPERS FOR
AUTHORIZED ADVERTISEMENTS OF THE AUTHORITY**

BE IT RESOLVED by the Pennsauken Sewerage Authority that the **All Around Pennsauken, Courier-Post, the Burlington County Times, and the Philadelphia Inquirer** newspapers are hereby designated as the Official Newspapers for any and all necessary publications or notices of the Pennsauken Sewerage Authority commencing January 1, 2012 and ending December 31, 2012.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPROVING BOND OF TREASURER**

SUBJECT: BOND OF TREASURER

BE IT RESOLVED by the Pennsauken Sewerage Authority that the Treasurer be bonded in the total sum of one hundred thousand dollars (\$100,000.00).



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
SURETY BOND FOR EMPLOYEES**

WHEREAS, N.J.A.C. 5:31-6.1 entitled "Surety Bond for Authority employees and officials" provides that all Authorities shall, by Resolution, determine minimum surety bonds for each employee and official, and;

WHEREAS, N.J.A.C. 5:31-6.1 also requires that the minimum surety bond be determined with due regard for the duties and responsibilities of each employee or official, and;

WHEREAS, each person handling funds must be bonded in accordance with their responsibility,

NOW, THEREFORE, BE IT RESOLVED by the Pennsauken Sewerage Authority that the following list of surety bonds be approved.

Employee Blanket Bond - \$10,000.00 per loss in office - \$5,000.00 per loss off premises.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING THE DISPOSAL OF THE FOLLOWING ASSETS**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on January 10, 2012; and

WHEREAS, Pennsauken Sewerage Authority has established a fixed asset account in the computer system; and

WHEREAS, some assets were in need of replacement or disposal; and

WHEREAS, these assets must be deleted from the fixed asset account,

NOW, THEREFORE, BE IT RESOLVED that upon approval of the Board the following items will hereby be removed from the fixed asset account as being disposed of:

<u>ASSET #</u>	<u>DESCRIPTION</u>	<u>DISPOSAL</u>
173	Diamond Tap Lateral Saw	Junked
215	12 Burgundy Stack Chairs	Junked
271	Blk Leather Chair (Superintendent's Office)	Junked
277	Transporter for TV Camera (old truck)	Traded In w/Truck
278	Camera for Transporter (old truck)	Traded In w/Truck
388 & 389	Hands Free Equipment for Cell Phone	Junked


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes
Mr. Schofield - Yes
Mr. Bundy - Absent
Mr. Cummings - Yes
Mr. Pennestri - Yes

ADOPTED: January 10, 2012

MEETING FIGURE - JANUARY 10, 2012

\$346,538.54

01/10/12
15:19:03

PENNSAUKEN SEWERAGE AUTHORITY
Check Register By Check Date

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 12/14/11 to 01/10/12
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Number
PO #	Description				Contract
OPER MAN WIRE	OPERATING MANUAL WIRES/TRANS				
598	12/20/11	PAYROLL PAYROLL ACCOUNT		12/31/11	1199
P1-00341	PAYROLL ADJ DP W/E 12/11/11		99.03		
P1-00342	PAYROLL W/E 12/18/11		33,034.93		

			33,133.96		
599	12/22/11	PAYROLL PAYROLL ACCOUNT		12/31/11	1200
P1-00343	VEHICLE BENEFITS TAX		5,866.53		
P1-00344	PAYROLL W/E 12/25/11		30,916.95		

			36,783.48		
600	12/22/11	PETTY PETTY CASH		12/31/11	1201
11-00543	PETTY CASH		262.51		
601	01/04/12	PAYROLL PAYROLL ACCOUNT			1204
P2-00001	PAYROLL W/E 1/2/2012		89,334.62		
601	01/10/12	PAYROLL PAYROLL ACCOUNT			1205
P2-00007	PAYROLL W/E 1/8/12		31,594.90		

Checking Account Totals	Paid	Void	Amount Void	Amount Paid
Checks:	5	0	0.00	191,109.47
Direct Deposit:	0	0	0.00	0.00
Total:	5	0	0.00	191,109.47

OPERATING	operating cash				
23374	12/14/11	50024015 HAROLD BLUM		12/31/11	1198
11-00530	OVERPAYMENT REFUND		165.39		
23375	01/10/12	CHLONGO CHARLES LONGO			1208
12-00011	SCIBAL/WORKER'S COMPENSATION		2,376.00		
23376	01/10/12	ABCON AB-CON EXTERMINATING INC.			1209
11-00034	ANNUAL EXTERMINATING @ ADM		26.00		
12-00008	2012 EXTERMINATING & CONTRACT		28.00		

			54.00		
23377	01/10/12	AGIS AGIS, LLC			1209
11-00537	ROLL OF FIBER PKG FOR PUMPS		649.58		
23378	01/10/12	AMERICA CHERRY HILL HOSPITALITY GRP			1209
11-00541	EMERGENCY RE: CUSTOMER		990.00		

01/10/12
15:19:03

PENNSAUKEN SEWERAGE AUTHORITY
Check Register By Check Date

Page No: 2

Check #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Number Contract
23379	01/10/12	BIG B I G COUNCIL			1209
12-00013	2012	CONTRIB: ALL AROUND PENN	15,000.00		
23380	01/10/12	BURLTIME COURIER TIMES, INC.			1209
11-00548	ADVERTISE 2012	MEETING SCHED	41.60		
23381	01/10/12	CCMUA CAMDEN COUNTY MUA			1209
12-00012	REGIONAL SEWER SRVC	FOR 2012	78.75		
23382	01/10/12	CIARROCC BENITO & NICOLINA CIARROCCHI			1209
12-00020	2012	MEDICAL B COVERAGE	92.20		
23383	01/10/12	CINTAS CINTAS FIRST AID & SAFETY			1209
11-00029	RESTOCK	FIRST AID CABINET	146.95		
23384	01/10/12	COMCAST COMCAST			1209
11-00105	CABLE/INTERNET SRVC	4/23-5/22	162.99		
23385	01/10/12	COURIER COURIER POST/DAILY JOURNAL			1209
11-00547	ADVERTISE 2012	ANNUAL BIDS	215.82		
11-00549	ADVERTISE 2012	MEETING SCHED	51.15		

			266.97		
23386	01/10/12	DANASTAS JOHN D'ANASTASIO			1209
12-00006	REFUND	ESCROW MONIES	520.50		
23387	01/10/12	DELTA DELTA DENTAL OF NJ, INC.			1209
12-00018	2012	DENTAL PLAN FOR ADM/O&M	3,786.74		
23388	01/10/12	DONSAUTO Don's westfield Auto Sply, Inc			1209
11-00513	MISC PURCHASES	MONTH OF DEC	417.45		
23389	01/10/12	EDMUNDS Edmunds & Associates, Inc.			1209
11-00503	2012	SOFTWARE MAINTENANCE	7,940.00		
23390	01/10/12	FASTENAL FASTENAL COMPANY, INC.			1209
11-00538	HEATER	FOR TEITLEMAN STATION	373.49		
23391	01/10/12	GRAINGER W.W. GRAINGER, INC.			1209
12-00010	C-FRAME	MOTOR 1/150 HP	41.35		
23392	01/10/12	GRANTURK GRANTURK EQUIPMENT CO., INC.			1209
11-00533	REPLC	ROLLER BEARING - TRK 705	336.00		
23393	01/10/12	IMAG OCE N. AMERICA DOC PRNTG SYS			1209
11-00042	ACCT #249606	COPIES & MAINT	109.86		
23394	01/10/12	INGRAM WILLIAM INGRAM			1209
1	22	2012	MEDICAL B COVERAGE	46.10	
23395	01/10/12	KELLER J.J. KELLER & ASSOCIATES, INC.			1209
11-00490	DRUG/ALCHL	TEST NOTIFCTN FORMS	53.83		

01/10/12
15:19:03

PENNSAUKEN SEWERAGE AUTHORITY
Check Register By Check Date

Page No: 3

Check #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Number Contract
23396	01/10/12	LUTMAN DAVID A. LUTMAN 12-00023 LEGAL COUNSEL YEAR OF 2012	1,516.67		1209
23397	01/10/12	MM Municipal Maintenance Co. Inc. 11-00540 PUMP #2 REPAIR @ AIRPORT STA 11-00544 DELAIR PUMP STATION 10/27-11/4	177.50 25,487.60 ----- 25,665.10		1209
23398	01/10/12	MPWC MPWC 11-00542 WATER S/O FEES 11/1-12/15/11	1,500.00		1209
23399	01/10/12	NJAWSTA NEW JERSEY AMERICAN WATER CO 11-00049 WATER SRVC @ TWO LOCATIONS	10.00		1209
23400	01/10/12	NJMVC NEW JERSEY MOTOR VEHICLE COMM 12-00005 2012 ADM ACCESS FEE: #0L009830	150.00		1209
23401	01/10/12	NJUAJIF NJ UTILITY AUTHORITIES JIF 12-00004 2012 ASSESSMENT FUND: 1ST HALF	54,821.48		1209
23402	01/10/12	OCC ONE CALL CONCEPTS, INC. 782 MARK OUTS MONTH OF JAN 2011	129.92		1209
23403	01/10/12	PBENNETT PAULINE BENNETT 12-00019 2012 MEDICAL B COVERAGE	46.10		1209
23404	01/10/12	PDOYLE PATRICK J. DOYLE 12-00021 2012 MEDICAL B COVERAGE	46.10		1209
23405	01/10/12	PHILA PHILA. BUSINESS FORMS INC. 11-00531 RESIDENTAL BILLS & ENVELOPES	2,302.63		1209
23406	01/10/12	PITNEYME PITNEY BOWES GLOBAL FIN SV LLC 11-00155 EQUIPMENT RENTAL FOR 2011	924.00		1209
23407	01/10/12	PSEG PUBLIC SERVICE ELEC & GAS CO. 11-00555 MONTHLY UTILITY: 17 ACCOUNTS	15,567.84		1209
23408	01/10/12	REMING REMINGTON VERNICK ARANGO ENGR 11-00535 PENN GOLF COURSE VILLAS-REVIEW	38.00		1209
23409	01/10/12	REPUBLIC REPUBLIC SERVICES OF NJ, LLC 12-00016 2012 DUMPSTER RENTAL JAN-DEC	530.37		1209
23410	01/10/12	SCIOCCH BRADLEY - SCIOCCHETTI, INC. 11-00552 REFUND FOR RETURNED SPECS	25.00		1209
234	1/10/12	SOUTHJ SOUTH JERSEY WELDING SPLY CO. 11-00554 ANNUAL FIRE EXTINGUISHER INSPC	435.90		1209
23412	01/10/12	SPRING SPRINGTIME INC.			1209

01/10/12
15:19:03

PENNSAUKEN SEWERAGE AUTHORITY
Check Register By Check Date

Check #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Number Contract
11-00520		MISC. COFFEE SPLYS ORD'D 12/7	180.63		
11-00557		MISC COFFEE SPLYS ORD'D 12/29	169.86		
12-00014		2012 COOLER RENTAL & MAINT	29.99		

			380.48		
23413	01/10/12	TM T&M ASSOCIATES			1209
11-00550		PNSA-G1101 - GEN'L ENGINEERING	529.25		
23414	01/10/12	TWPPENN TOWNSHIP OF PENNSAUKEN			1209
11-00176		FUEL FOR PSA VEHICLES: 2011	9,051.00		
11-00539		TRAFFIC CONTROL DETAIL: 12/02	595.00		

			9,646.00		
23415	01/10/12	UNUM UNUM LIFE INSUR CO OF AMERICA			1209
12-00017		ANNUAL LIFE/DISABIL: O&M/ADM	768.89		
23416	01/10/12	UPS UNITED PARCEL SERVICE			1209
11-00553		ADJUSTMENT & OTHER PU CHRGS	6.51		
23417	01/10/12	VALLETT RICHARD B. VALLETT, JR.			1209
12-00007		COMPUTER SUPPORT 12/15-1/9/12	450.00		
23418	01/10/12	VANGUARD VANGUARD CLEANING SYSTEM			1209
11-00015		WKLY CLNG/FLOORS/CARPETS	670.00		
12-00015		WKLY CLNG/FLOORS/CARPETS	225.00		

			895.00		
23419	01/10/12	VERIZON CELLCO PARTNERSHIP			1209
11-00139		CELLPHN/SRVC: #000259654-00001	467.08		
23420	01/10/12	VISION TOWNSHIP OF PENNSAUKEN			1209
12-00003		VISION PLAN FOR 2012	2,039.04		
23421	01/10/12	VIT CATERING BY VITARELLI'S, INC.			1209
11-00545		2011 EMPLOYEE APPREC. DINNER	2,787.96		
23422	01/10/12	WORKNET US REG OCCUP HEALTH OF NJ			1209
11-00551		DS 5 PANEL DOT J. FIGUEROA	50.00		
11-00558		DS5 PANEL DOT/HOUSE:J.FIGUEROA	50.00		

			100.00		

Checking Account Totals	Paid	Void	Amount Void	Amount Paid
Checks:	49	0	0.00	155,429.07
Direct Deposit:	0	0	0.00	0.00
	=====	=====	=====	=====
Total:	49	0	0.00	155,429.07

Check #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Number	Contract
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Report Totals	Paid	Void	Amount Void	Amount Paid		
Checks:	54	0	0.00	346,538.54		
Direct Deposit:	0	0	0.00	0.00		
Total:	54	0	0.00	346,538.54		

Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	1-01	135,487.74	0.00
OPERATING FUND	2-01	210,492.30	0.00
	T-01	558.50	0.00
Total of All Funds:		346,538.54	0.00

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
OPERATING FUND	1-01	135,487.74	0.00	0.00	0.00	135,487.74
OPERATING FUND	2-01	210,492.30	0.00	0.00	0.00	210,492.30
	T-01	558.50	0.00	0.00	0.00	558.50
Total of All Funds:		346,538.54	0.00	0.00	0.00	346,538.54

Approval of Bill Adjustment Journal #'s 1495, 1497 & 1502 and Balance Adjustment Verification #'s 6418, 6450, 6457, 6470, 6471, 6474, 6477, 6478, 6479, 6480, 6481 & 6530 were presented.

Mr. Cummings moved for the approval of adjustments while Mr. Schofield seconded the motion. On roll all Commissioners present voted yes to approve the adjustments.

See Journals Attached

The Chairman moved to Old Business.

Resolution No. 12-18 Execution of the Collective Bargaining Agreement with Teamsters Union Local No. 676 was presented.

Mr. Pennestri moved to approve signing the contract as previously negotiated. Mr. Cummings seconded the motion. On roll call all Commissioners present voted yes with the exception of Mr. Schofield who abstained. Mr. Lutz signed for PSA and Mr. Luthman witnessed.

See Contract Attached

The Chairman moved to New Business.

Resolution No. 12-19 Award of Contract #12-01 for Repair of Mechanical & Electrical Apparatus for 2012 was presented with the names of Longo Electrical-Mechanical, Inc. and Municipal Maintenance, Inc.

Mr. Cummings made a motion to approve the contracts as stated. Mr. Schofield seconded the motion. On roll call all Commissioners present voted yes.

See Resolution 12-19

Resolution No. 12-20 Award of Contract #12-02 for Annual Sewer Repairs for 2012 to SAR Automotive Equipment was presented.

A motion was made by Mr. Schofield, seconded by Mr. Cummings and approved by all Commissioners present on roll call.

See Resolution 12-20

Resolution No. 12-21 Acknowledgement and Acceptance of check for \$55,626.09 from the Dept. of the Treasury of the State of New Jersey; the CCMUA land easement, was presented.

Mr. Schofield made a motion to approve the resolution. Mr. Cummings seconded the motion. On roll call all Commissioners present voted yes.

See Resolution 12-21

The Chairman asked the Treasurer, Robin Fair, for her report.

See Treasurer's Report

12/15/11
15:39:51

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Entry Verification Listing for Batch: BERNIE

Page No: 1

Batch: BERNIE

Account Id Name	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90012330-0 EAPPEN, MURICKOLIL	Sewer	S32	B	11	3	168.00-	1,484.93-	1,652.93-	6 Residential Units	N		12/15/11	1
90012330-0 EAPPEN, MURICKOLIL	Sewer	S23	B	11	3	261.00	0.00	261.00	6 Residential Units	N		12/15/11	2

12/15/11
15:40:35

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: BERNIE	Updated Billings:	2 Flat:	93.00	Exc:	1,484.93-	Ref Num:	1495
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	2 Flat:	93.00	Exc:	1,484.93-	Total Updated:	1,391.93-

12/21/11
14:54:46

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Entry Verification Listing for Batch: DEBORAH

Page No: 2

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate Flag	Date	Seq
41135000-0	Sewer	S11	B	11	4	21.75	0.00	21.75	CHG TO SENIOR RATE	N	12/21/11	18

WHITESIDE, EVANGELINE

12/21/11
14:56:15

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH	Updated Billings:	18 Flat:	192.75-	EXC:	0.00	Ref Num:	1497
	Updated Deductions:	0 Flat:	0.00	EXC:	0.00		
	Total Entries:	18 Flat:	192.75-	EXC:	0.00	Total Updated:	192.75-

12/21/11
14:54:46

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Entry Verification Listing for Batch: DEBORAH

Batch		DEBORAH											
Account Id	Service Name	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	10	1	42.00-	0.00	42.00-	CHG TO SENIOR RATE	N		12/21/11	1
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	10	2	42.00-	0.00	42.00-	CHG TO SENIOR RATE	N		12/21/11	2
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	10	3	42.00-	0.00	42.00-	CHG TO SENIOR RATE	N		12/21/11	3
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	10	4	42.00-	0.00	42.00-	CHG TO SENIOR RATE	N		12/21/11	4
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	10	1	21.00	0.00	21.00	CHG TO SENIOR RATE	N		12/21/11	5
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	10	2	21.00	0.00	21.00	CHG TO SENIOR RATE	N		12/21/11	6
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	10	3	21.00	0.00	21.00	CHG TO SENIOR RATE	N		12/21/11	7
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	10	4	21.00	0.00	21.00	CHG TO SENIOR RATE	N		12/21/11	8
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	11	1	43.50-	0.00	43.50-	CHG TO SENIOR RATE	N		12/21/11	9
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	11	2	43.50-	0.00	43.50-	CHG TO SENIOR RATE	N		12/21/11	10
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	11	3	43.50-	0.00	43.50-	CHG TO SENIOR RATE	N		12/21/11	11
40189000-0	Sewer VITALIS, FRENCHIE E	S10	B	11	4	43.50-	0.00	43.50-	CHG TO SENIOR RATE	N		12/21/11	12
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	11	1	21.75	0.00	21.75	CHG TO SENIOR RATE	N		12/21/11	13
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	11	2	21.75	0.00	21.75	CHG TO SENIOR RATE	N		12/21/11	14
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	11	3	21.75	0.00	21.75	CHG TO SENIOR RATE	N		12/21/11	15
40189000-0	Sewer VITALIS, FRENCHIE E	S11	B	11	4	21.75	0.00	21.75	CHG TO SENIOR RATE	N		12/21/11	16
41135000-0	Sewer WHITESIDE, EVANGELINE	S10	B	11	4	43.50-	0.00	43.50-	CHG TO SENIOR RATE	N		12/21/11	17

0.00

01/03/12
13:47:07

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Entry Verification Listing for Batch: DEBORAH

Page No: 3

Account Name	Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
41526001-0 LE FEVRE, JAMES		Sewer	S10	B	11	4	21.75	0.00	21.75	chg to senior rate	N		12/30/11	38
90282132-0 DIS PERMIT#12841-V/L		Sewer	S13	B	05	2	0.20	0.00	0.20	adj acct	N		12/30/11	39

01/03/12
13:50:54

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH	Updated Billings:	37 Flat:	367.80-	Exc:	0.00	Ref Num:	1502
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	37 Flat:	367.80-	Exc:	0.00	Total Updated:	367.80-

Batch DEBORAH												
Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate Flag	Date	Seq
1526001-0	Sewer	S10	B	07	3	38.00-	0.00	38.00-	chg to senior rate	N	12/30/11	1
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	07	3	19.00	0.00	19.00	chg to senior rate	N	12/30/11	2
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	07	4	38.00-	0.00	38.00-	chg to senior rate	N	12/30/11	3
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	07	4	19.00	0.00	19.00	chg to senior rate	N	12/30/11	4
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	08	1	39.00-	0.00	39.00-	chg to senior rate	N	12/30/11	5
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	08	1	19.50	0.00	19.50	chg to senior rate	N	12/30/11	6
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	08	2	39.00-	0.00	39.00-	chg to senior rate	N	12/30/11	7
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	08	2	19.50	0.00	19.50	chg to senior rate	N	12/30/11	8
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	08	3	39.00-	0.00	39.00-	chg to senior rate	N	12/30/11	9
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	08	3	19.50	0.00	19.50	chg to senior rate	N	12/30/11	10
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	08	4	39.00-	0.00	39.00-	chg to senior rate	N	12/30/11	11
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	08	4	19.50	0.00	19.50	chg to senior rate	N	12/30/11	12
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	09	1	40.50-	0.00	40.50-	chg to senior rate	N	12/30/11	15
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	09	1	20.25	0.00	20.25	chg to senior rate	N	12/30/11	16
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	09	2	40.50-	0.00	40.50-	chg to senior rate	N	12/30/11	17
JE FEVRE, JAMES												
1526001-0	Sewer	S11	B	09	2	20.25	0.00	20.25	chg to senior rate	N	12/30/11	18
JE FEVRE, JAMES												
1526001-0	Sewer	S10	B	09	3	40.50-	0.00	40.50-	chg to senior rate	N	12/30/11	19
JE FEVRE, JAMES												

Account Name	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
1526001-0 E FEVRE, JAMES	Sewer	S11	B	09	3	20.25	0.00	20.25	chg to senior rate	N		12/30/11	20
1526001-0 E FEVRE, JAMES	Sewer	S10	B	09	4	40.50-	0.00	40.50-	chg to senior rate	N		12/30/11	21
1526001-0 E FEVRE, JAMES	Sewer	S11	B	09	4	20.25	0.00	20.25	chg to senior rate	N		12/30/11	22
1526001-0 E FEVRE, JAMES	Sewer	S10	B	10	1	42.00-	0.00	42.00-	chg to senior rate	N		12/30/11	23
1526001-0 E FEVRE, JAMES	Sewer	S11	B	10	1	21.00	0.00	21.00	chg to senior rate	N		12/30/11	24
1526001-0 E FEVRE, JAMES	Sewer	S10	B	10	2	42.00-	0.00	42.00-	chg to senior rate	N		12/30/11	25
1526001-0 E FEVRE, JAMES	Sewer	S11	B	10	2	21.00	0.00	21.00	chg to senior rate	N		12/30/11	26
1526001-0 E FEVRE, JAMES	Sewer	S10	B	10	3	42.00-	0.00	42.00-	chg to senior rate	N		12/30/11	27
1526001-0 E FEVRE, JAMES	Sewer	S11	B	10	3	21.00	0.00	21.00	chg to senior rate	N		12/30/11	28
1526001-0 E FEVRE, JAMES	Sewer	S10	B	10	4	42.00-	0.00	42.00-	chg to senior rate	N		12/30/11	29
1526001-0 E FEVRE, JAMES	Sewer	S11	B	10	4	21.00	0.00	21.00	chg to senior rate	N		12/30/11	30
1526001-0 E FEVRE, JAMES	Sewer	S10	B	11	1	43.50-	0.00	43.50-	chg to senior rate	N		12/30/11	31
1526001-0 E FEVRE, JAMES	Sewer	S11	B	11	1	21.75	0.00	21.75	chg to senior rate	N		12/30/11	32
1526001-0 E FEVRE, JAMES	Sewer	S10	B	11	2	43.50-	0.00	43.50-	chg to senior rate	N		12/30/11	33
1526001-0 E FEVRE, JAMES	Sewer	S11	B	11	2	21.75	0.00	21.75	chg to senior rate	N		12/30/11	34
1526001-0 E FEVRE, JAMES	Sewer	S10	B	11	3	43.50-	0.00	43.50-	chg to senior rate	N		12/30/11	35
1526001-0 E FEVRE, JAMES	Sewer	S11	B	11	3	21.75	0.00	21.75	chg to senior rate	N		12/30/11	36
1526001-0 E FEVRE, JAMES	Sewer	S10	B	11	4	43.50-	0.00	43.50-	chg to senior rate	N		12/30/11	37

atch Id: BERNIE

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
		Transaction Type								
0307000-0	Sewer DISCONNECT PERMIT#12998	105		11 3	43.50-	0.00	43.50-	DISCONNECT PERMIT	12/08/11	1
					Balance Adjustment					
0307000-0	Sewer DISCONNECT PERMIT#12998	105		11 4	43.50-	0.00	43.50-	DISCONNECT PERMIT	12/08/11	2
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		05 3	0.97-	0.39-	1.36-	RESIDENTIAL ACCT NOW	12/08/11	3
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		05 4	70.00-	40.95-	110.95-	RESIDENTIAL ACCT NOW	12/08/11	4
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		06 1	70.00-	37.80-	107.80-	RESIDENTIAL ACCT NOW	12/08/11	5
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		06 2	70.00-	34.65-	104.65-	RESIDENTIAL ACCT NOW	12/08/11	6
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		06 3	70.00-	31.50-	101.50-	RESIDENTIAL ACCT NOW	12/08/11	7
					Balance Adjustment					
0346006-0	Sewer JNG V, KENNETH	405		06 4	72.00-	29.16-	101.16-	RESIDENTIAL ACCT NOW	12/08/11	8
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		07 1	72.00-	25.92-	97.92-	RESIDENTIAL ACCT NOW	12/08/11	9
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		07 2	72.00-	22.68-	94.68-	RESIDENTIAL ACCT NOW	12/08/11	10
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		07 3	72.00-	19.44-	91.44-	RESIDENTIAL ACCT NOW	12/08/11	11
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		07 4	75.00-	16.95-	91.95-	RESIDENTIAL ACCT NOW	12/08/11	12
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		08 1	75.00-	13.56-	88.56-	RESIDENTIAL ACCT NOW	12/08/11	13
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		08 2	75.00-	10.17-	85.17-	RESIDENTIAL ACCT NOW	12/08/11	14
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		08 3	75.00-	5.65-	80.65-	RESIDENTIAL ACCT NOW	12/08/11	15
					Balance Adjustment					
0346006-0	Sewer JNG V/P, KENNETH	405		08 4	78.00-	3.51-	81.51-	RESIDENTIAL ACCT NOW	12/08/11	16
					Balance Adjustment					

ch: BERNIE Updated Entries: 16 Updated Principal: 1,033.97- Updated Penalty: 292.33- Ref Num: 6418

12/09/11
14:21:38

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: DEBORAH

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Batch Id: DEBORAH

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
40289003-0	Sewer	105		11 4	0.65-	0.00	0.65-	REMOVE DEC INTEREST	12/09/11	1
FRANCO, MARIBEL Balance Adjustment										

12/09/11
14:22:14

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 1 Updated Principal: 0.65- Updated Penalty: 0.00 Ref Num: 6450

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15:13:49

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: DEBORAH

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Batch Id: DEBORAH

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
4000-0	Sewer	105		11 3	0.00	1.30-	1.30-	MISSAPPLIED PMT	12/12/11	1
PAGAN, EDWIN Balance Adjustment										

12/12/11
15:14:27

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

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Batch: DEBORAH Updated Entries: 1 Updated Principal: 0.00 Updated Penalty: 1.30- Ref Num: 6457

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0:42:51

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

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atch	VIE	Updated Entries:	21	Updated Principal:	0.00	Updated Penalty:	578.65-	Ref Num:	6470
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Batch BERNIE										
Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							

0281175-0	Sewer	405		11 3	0.00	0.75-	0.75-	mix-up wrong lot #	12/15/11	1
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		11 2	0.00	3.20-	3.20-	mix-up wrong lot #	12/15/11	2
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		11 1	0.00	5.46-	5.46-	mix-up wrong lot #	12/15/11	3
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		10 4	0.00	7.00-	7.00-	mix-up wrong lot #	12/15/11	4
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		10 3	0.00	8.45-	8.45-	mix-up wrong lot #	12/15/11	6
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		10 2	0.00	10.08-	10.08-	mix-up wrong lot #	12/15/11	7
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		10 1	0.00	11.59-	11.59-	mix-up wrong lot #	12/15/11	8
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		09 4	0.00	13.42-	13.42-	mix-up wrong lot #	12/15/11	9
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		09 3	0.00	14.75-	14.75-	mix-up wrong lot #	12/15/11	10
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		09 2	0.00	16.52-	16.52-	mix-up wrong lot #	12/15/11	11
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		09 1	0.00	28.52-	28.52-	mix-up wrong lot #	12/15/11	12
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		08 4	0.00	20.06-	20.06-	mix-up wrong lot #	12/15/11	13
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		08 3	0.00	20.16-	20.16-	mix-up wrong lot #	12/15/11	14
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		08 2	0.00	108.80-	108.80-	mix-up wrong lot #	12/15/11	15
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		08 1	0.00	38.27-	38.27-	mix-up wrong lot #	12/15/11	16
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		07 4	0.00	28.98-	28.98-	mix-up wrong lot #	12/15/11	17
125 HADDONFIELD RD LLC			Balance Adjustment							
0281175-0	Sewer	405		07 3	0.00	26.46-	26.46-	mix-up wrong lot #	12/15/11	18
125 HADDONFIELD RD LLC			Balance Adjustment							

Accou Name	Service	Adj Code	Bill Code	Yr Prd Transaction Type	Principal	Penalty	Total	Descript	Date	Seq
0281175-0 125 HADDONFIELD RD LLC	Sewer	405		07 2 Balance Adjustment	0.00	28.08-	28.08-	mix-up wrong lot #	12/15/11	19
0281175-0 125 HADDONFIELD RD LLC	Sewer	405		07 1 Balance Adjustment	0.00	46.75-	46.75-	mix-up wrong lot #	12/15/11	20
0281175-0 125 HADDONFIELD RD LLC	Sewer	405		06 4 Balance Adjustment	0.00	50.46-	50.46-	mix-up wrong lot #	12/15/11	21
0281175-0 125 HADDONFIELD RD LLC	Sewer	405		06 3 Balance Adjustment	0.00	90.89-	90.89-	mix-up wrong lot #	12/15/11	22

Code	Description	Count	Principal				Penalty	Total
			Arrears/Other	2010	2011	Future		
105	Balance Adjustment Cancel Charges	21	0.00	0.00	0.00	0.00	578.65-	578.65-
	Sewer Totals:	21	0.00	0.00	0.00	0.00	578.65-	578.65-
	Grand Totals:	21	0.00	0.00	0.00	0.00	578.65-	578.65-

1/15/11
12:26:54

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

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Batch: IE Updated Entries: 7 Updated Principal: 0.00 Updated Penalty: 12.83- Ref Num: 6471

/15/11
:11:08

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Page No: 1

tch ERNIE

count me	Id Service	Adj Code	Bill Code	Yr Prd	Transaction Type	Principal	Penalty	Total	Descript	Date	Seq
281185-0 25 HADDONFIELD LLC	Sewer	405		11 2	Balance Adjustment	0.00	1.26-	1.26-	mix up wrong lot#	12/15/11	2
281185-0 25 HADDONFIELD LLC	Sewer	405		11 1	Balance Adjustment	0.00	3.15-	3.15-	mix up wrong lot#	12/15/11	3
281185-0 25 HADDONFIELD LLC	Sewer	405		10 4	Balance Adjustment	0.00	0.63-	0.63-	mix up wrong lot#	12/15/11	4
281185-0 25 HADDONFIELD LLC	Sewer	405		10 2	Balance Adjustment	0.00	0.61-	0.61-	mix up wrong lot#	12/15/11	6
281185-0 25 HADDONFIELD LLC	Sewer	405		10 1	Balance Adjustment	0.00	0.61-	0.61-	mix up wrong lot#	12/15/11	7
281185-0 25 HADDONFIELD LLC	Sewer	405		09 4	Balance Adjustment	0.00	2.44-	2.44-	mix up wrong lot#	12/15/11	8
281185-0 25 HADDONFIELD LLC	Sewer	405		09 3	Balance Adjustment	0.00	4.13-	4.13-	mix up wrong lot#	12/15/11	9

11/15/11
17:45:17

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

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Batch: IE Updated Entries: 23 Updated Principal: 0.00 Updated Penalty: 553.03- Ref Num: 6474

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13:21:40

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
0281183-0 125 HADDONFIELD LLC	Sewer	405		11 3	0.00	0.68-	0.68-	mix up wrong lot#	12/15/11	1
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		11 2	0.00	2.92-	2.92-	mix up wrong lot#	12/15/11	2
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		11 1	0.00	8.89-	8.89-	mix up wrong lot#	12/15/11	3
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		10 4	0.00	7.17-	7.17-	mix up wrong lot#	12/15/11	7
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		10 3	0.00	9.75-	9.75-	mix up wrong lot#	12/15/11	8
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		10 2	0.00	10.91-	10.91-	mix up wrong lot#	12/15/11	9
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		10 1	0.00	12.31-	12.31-	mix up wrong lot#	12/15/11	10
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		09 4	0.00	12.52-	12.52-	mix up wrong lot#	12/15/11	12
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		09 3	0.00	13.37-	13.37-	mix up wrong lot#	12/15/11	13
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		09 2	0.00	19.60-	19.60-	mix up wrong lot#	12/15/11	15
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		09 1	0.00	26.66-	26.66-	mix up wrong lot#	12/15/11	16
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		08 4	0.00	31.28-	31.28-	mix up wrong lot#	12/15/11	19
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		08 3	0.00	21.96-	21.96-	mix up wrong lot#	12/15/11	20
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		08 2	0.00	27.60-	27.60-	mix up wrong lot#	12/15/11	21
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		08 1	0.00	28.81-	28.81-	mix up wrong lot#	12/15/11	22
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		07 1	0.00	40.15-	40.15-	mix up wrong lot#	12/15/11	24
					Balance Adjustment					
0281183-0 125 HADDONFIELD LLC	Sewer	405		07 2	0.00	39.00-	39.00-	mix up wrong lot#	12/15/11	25
					Balance Adjustment					

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3:21:40

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

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ccou. ame	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
0281183-0 125 HADDONFIELD LLC	Sewer	405	07 3 Balance Adjustment		0.00	38.71-	38.71-	mix up wrong lot#	12/15/11	26
0281183-0 125 HADDONFIELD LLC	Sewer	405	07 4 Balance Adjustment		0.00	32.66-	32.66-	mix up wrong lot#	12/15/11	27
0281183-0 125 HADDONFIELD LLC	Sewer	405	06 1 Balance Adjustment		0.00	40.87-	40.87-	mix up wrong lot#	12/15/11	29
0281183-0 125 HADDONFIELD LLC	Sewer	405	06 2 Balance Adjustment		0.00	46.72-	46.72-	mix up wrong lot#	12/15/11	30
0281183-0 125 HADDONFIELD LLC	Sewer	405	06 3 Balance Adjustment		0.00	44.53-	44.53-	mix up wrong lot#	12/15/11	31
0281183-0 125 HADDONFIELD LLC	Sewer	405	06 4 Balance Adjustment		0.00	35.96-	35.96-	mix up wrong lot#	12/15/11	32

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:21:40

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Totals for Batch: BERNIE

de Type Description	Count	Principal				Penalty	Total
		Arrears/Other	2010	2011	Future		
5 Balance Adjustment Cancel Charges	23	0.00	0.00	0.00	0.00	553.03-	553.03-
Sewer Totals:	23	0.00	0.00	0.00	0.00	553.03-	553.03-
Grand Totals:	23	0.00	0.00	0.00	0.00	553.03-	553.03-

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:25:29

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

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tch:	IE	Updated Entries:	21	Updated Principal:	0.00	Updated Penalty:	567.71-	Ref Num:	6477
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Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
Account Name			Transaction Type							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		11 3	0.00	0.63-	0.63-	mix up wrong lot#	12/15/11	1
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		11 2	0.00	3.40-	3.40-	mix up wrong lot#	12/15/11	2
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		11 1	0.00	4.76-	4.76-	mix up wrong lot#	12/15/11	3
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		10 4	0.00	6.50-	6.50-	mix up wrong lot#	12/15/11	4
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		10 3	0.00	8.45-	8.45-	mix up wrong lot#	12/15/11	5
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		10 2	0.00	22.08-	22.08-	mix up wrong lot#	12/15/11	6
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		10 1	0.00	12.35-	12.35-	mix up wrong lot#	12/15/11	7
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		09 4	0.00	13.42-	13.42-	mix up wrong lot#	12/15/11	8
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		09 3	0.00	14.75-	14.75-	mix up wrong lot#	12/15/11	9
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		09 2	0.00	16.52-	16.52-	mix up wrong lot#	12/15/11	10
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		09 1	0.00	28.52-	28.52-	mix up wrong lot#	12/15/11	11
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		08 4	0.00	20.06-	20.06-	mix up wrong lot#	12/15/11	12
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		08 3	0.00	20.16-	20.16-	mix up wrong lot#	12/15/11	13
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		08 2	0.00	65.60-	65.60-	mix up wrong lot#	12/15/11	14
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		08 1	0.00	70.52-	70.52-	mix up wrong lot#	12/15/11	15
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		07 4	0.00	40.94-	40.94-	mix up wrong lot#	12/15/11	17
			Balance Adjustment							
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		07 3	0.00	41.65-	41.65-	mix up wrong lot#	12/15/11	18
			Balance Adjustment							

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4:24:00

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Page No: 2

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		07 2	0.00	44.20-	44.20-	mix up wrong lot#	12/15/11	19
				Balance Adjustment						
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		07 1	0.00	46.75-	46.75-	mix up wrong lot#	12/15/11	20
				Balance Adjustment						
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		06 4	0.00	50.46-	50.46-	mix up wrong lot#	12/15/11	21
				Balance Adjustment						
0281177-0 125 HADDONFIELD RD LLC	Sewer	405		06 3	0.00	35.99-	35.99-	mix up wrong lot#	12/15/11	22
				Balance Adjustment						

Code Type Description	Count	Arrears/Other	Principal			Penalty	Total
			2010	2011	Future		
15 Balance Adjustment Cancel Charges	21	0.00	0.00	0.00	0.00	567.71-	567.71-
Sewer Totals:	21	0.00	0.00	0.00	0.00	567.71-	567.71-
Grand Totals:	21	0.00	0.00	0.00	0.00	567.71-	567.71-

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1:43:50

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: IE Updated Entries: 21 Updated Principal: 0.00 Updated Penalty: 366.47- Ref Num: 6478

2/15/11
14:42:03

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
281179-0 125 HADDONFIELD RD LLC	Sewer	405	11	3	0.00	0.63-	0.63-	mix up wrong lot#	12/15/11	1
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	11	2	0.00	2.52-	2.52-	mix up wrong lot#	12/15/11	2
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	11	1	0.00	4.41-	4.41-	mix up wrong lot#	12/15/11	3
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	10	4	0.00	6.30-	6.30-	mix up wrong lot#	12/15/11	4
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	10	3	0.00	7.93-	7.93-	mix up wrong lot#	12/15/11	5
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	10	2	0.00	9.76-	9.76-	mix up wrong lot#	12/15/11	6
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	10	1	0.00	11.59-	11.59-	mix up wrong lot#	12/15/11	7
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	09	4	0.00	13.42-	13.42-	mix up wrong lot#	12/15/11	8
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	09	3	0.00	14.75-	14.75-	mix up wrong lot#	12/15/11	9
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	09	2	0.00	16.52-	16.52-	mix up wrong lot#	12/15/11	11
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	09	1	0.00	18.29-	18.29-	mix up wrong lot#	12/15/11	12
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	08	4	0.00	20.06-	20.06-	mix up wrong lot#	12/15/11	13
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	08	3	0.00	20.16-	20.16-	mix up wrong lot#	12/15/11	14
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	08	2	0.00	22.40-	22.40-	mix up wrong lot#	12/15/11	15
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	08	1	0.00	24.08-	24.08-	mix up wrong lot#	12/15/11	16
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	07	4	0.00	25.76-	25.76-	mix up wrong lot#	12/15/11	17
					Balance Adjustment					
281179-0 125 HADDONFIELD RD LLC	Sewer	405	07	3	0.00	26.46-	26.46-	mix up wrong lot#	12/15/11	18
					Balance Adjustment					

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4:42:03

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

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Account Name	Service	Adj Code	Bill Code	Yr Prd	Transaction Type	Principal	Penalty	Total	Descript	Date	Seq
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 2	Balance Adjustment	0.00	28.08-	28.08-	mix up wrong lot#	12/15/11	19
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 1	Balance Adjustment	0.00	29.70-	29.70-	mix up wrong lot#	12/15/11	20
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		06 4	Balance Adjustment	0.00	31.32-	31.32-	mix up wrong lot#	12/15/11	21
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		06 3	Balance Adjustment	0.00	32.33-	32.33-	mix up wrong lot#	12/15/11	22

2/15/11
1:42:03

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Totals for Batch: BERNIE

----- Principal -----							
Code Type	Count	Arrears/Other	2010	2011	Future	Penalty	Total
Description							
05 Balance Adjustment							
Cancel Charges	21	0.00	0.00	0.00	0.00	366.47-	366.47-
Sewer Totals:	21	0.00	0.00	0.00	0.00	366.47-	366.47-
Grand Totals:	21	0.00	0.00	0.00	0.00	366.47-	366.47-

2/15/11
5:43:24

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

atch: IIE Updated Entries: 1 Updated Principal: 0.00 Updated Penalty: 24.79- Ref Num: 6479

12/15/11
10:42:51

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Batch: BERNIE

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
Name		Transaction Type								
0012330-0	Sewer	405		11 3	0.00	24.79-	24.79-	change in billing	12/15/11	1
APPEN, MURICKOLIL		Balance Adjustment								

2/15/11
6:09:45

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

atch NIE Updated Entries: 21 Updated Principal: 815.00- Updated Penalty: 0.00 Ref Num: 6480

2/15/11
6:06:31

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Page No: 1

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq

atch BERNIE										

Transaction Type										

0281179-0 125 HADDONFIELD RD LLC	Sewer	405		11 3	42.00-	0.00	42.00-	no running water	12/15/11	1
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		11 2	42.00-	0.00	42.00-	no running water	12/15/11	2
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		11 1	42.00-	0.00	42.00-	no running water	12/15/11	3
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		10 4	42.00-	0.00	42.00-	no running water	12/15/11	4
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		10 3	40.50-	0.00	40.50-	no running water	12/15/11	5
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		10 2	40.50-	0.00	40.50-	no running water	12/15/11	6
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		10 1	40.50-	0.00	40.50-	no running water	12/15/11	7
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		09 4	40.50-	0.00	40.50-	no running water	12/15/11	8
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		09 3	39.00-	0.00	39.00-	no running water	12/15/11	9
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		09 2	39.00-	0.00	39.00-	no running water	12/15/11	10
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		09 1	39.00-	0.00	39.00-	no running water	12/15/11	11
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		08 4	39.00-	0.00	39.00-	no running water	12/15/11	13
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		08 3	37.50-	0.00	37.50-	no running water	12/15/11	14
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		08 2	37.50-	0.00	37.50-	no running water	12/15/11	15
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		08 1	37.50-	0.00	37.50-	no running water	12/15/11	16
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 4	37.50-	0.00	37.50-	no running water	12/15/11	17
					Balance Adjustment					
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 3	36.00-	0.00	36.00-	no running water	12/15/11	18
					Balance Adjustment					

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6:06:31

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

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Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 2	36.00-	0.00	36.00-	no running water	12/15/11	19
				Balance Adjustment						
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		07 1	36.00-	0.00	36.00-	no running water	12/15/11	20
				Balance Adjustment						
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		06 4	36.00-	0.00	36.00-	no running water	12/15/11	21
				Balance Adjustment						
0281179-0 125 HADDONFIELD RD LLC	Sewer	405		06 3	35.00-	0.00	35.00-	no running water	12/15/11	22
				Balance Adjustment						

----- Principal -----								
Code Type	Description	Count	Arrears/Other	2010	2011	Future	Penalty	Total
05	Balance Adjustment Cancel Charges	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-
	Sewer Totals:	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-
	Grand Totals:	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-

2/15/11
6:23:05

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

atch: IE Updated Entries: 21 Updated Principal: 815.00- Updated Penalty: 0.00 Ref Num: 6481

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12:22:05

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
		Transaction Type								
0281185-0 125 HADDONFIELD LLC	Sewer	405		11 3	42.00-	0.00	42.00-	dup acct-#90281183	12/15/11	1
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		11 2	42.00-	0.00	42.00-	dup acct-#90281183	12/15/11	2
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		11 1	42.00-	0.00	42.00-	dup acct-#90281183	12/15/11	3
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		10 4	42.00-	0.00	42.00-	dup acct-#90281183	12/15/11	4
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		10 3	40.50-	0.00	40.50-	dup acct-#90281183	12/15/11	5
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		10 2	40.50-	0.00	40.50-	dup acct-#90281183	12/15/11	6
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		10 1	40.50-	0.00	40.50-	dup acct-#90281183	12/15/11	7
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		09 4	40.50-	0.00	40.50-	dup acct-#90281183	12/15/11	8
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		09 3	39.00-	0.00	39.00-	dup acct-#90281183	12/15/11	9
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		09 2	39.00-	0.00	39.00-	dup acct-#90281183	12/15/11	10
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		09 1	39.00-	0.00	39.00-	dup acct-#90281183	12/15/11	11
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		08 4	39.00-	0.00	39.00-	dup acct-#90281183	12/15/11	12
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		08 3	37.50-	0.00	37.50-	dup acct-#90281183	12/15/11	13
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		08 2	37.50-	0.00	37.50-	dup acct-#90281183	12/15/11	14
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		08 1	37.50-	0.00	37.50-	dup acct-#90281183	12/15/11	16
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		07 4	37.50-	0.00	37.50-	dup acct-#90281183	12/15/11	17
					Balance Adjustment					
0281185-0 125 HADDONFIELD LLC	Sewer	405		07 3	36.00-	0.00	36.00-	dup acct-#90281183	12/15/11	18
					Balance Adjustment					

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12:22:05

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: BERNIE

Cour. Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
1281185-0 .25 HADDONFIELD LLC	Sewer	405		07 2	36.00- Balance Adjustment	0.00	36.00-	dup acct-#90281183	12/15/11	19
1281185-0 .25 HADDONFIELD LLC	Sewer	405		07 1	36.00- Balance Adjustment	0.00	36.00-	dup acct-#90281183	12/15/11	20
1281185-0 .25 HADDONFIELD LLC	Sewer	405		06 4	36.00- Balance Adjustment	0.00	36.00-	dup acct-#90281183	12/15/11	21
1281185-0 .25 HADDONFIELD LLC	Sewer	405		06 3	35.00- Balance Adjustment	0.00	35.00-	dup acct-#90281183	12/15/11	22

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Totals for Batch: BERNIE

Code Type Description	Count	Arrears/Other	Principal			Penalty	Total
			2010	2011	Future		
15 Balance Adjustment Cancel Charges	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-
Sewer Totals:	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-
Grand Totals:	21	525.50-	163.50-	126.00-	0.00	0.00	815.00-

01/03/12
13:35:07

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Totals for Batch: DEBORAH

Page No: 3

		Principal						
Code	Description	Count	Arrears/Other	2010	2011	Future	Penalty	Total
.05	Balance Adjustment Cancel Charges	30	41.11-	546.00-	609.65-	0.00	85.21-	1,281.97-
.05	Balance Adjustment Cancel Charges	1	0.00	0.00	1.15-	0.00	0.00	1.15-
Sewer Totals:		31	41.11-	546.00-	610.80-	0.00	85.21-	1,283.12-
Grand Totals:		31	41.11-	546.00-	610.80-	0.00	85.21-	1,283.12-

01/03/12
13:41:30

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 31 Updated Principal: 1,197.91- Updated Penalty: 85.21- Ref Num: 6530

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: DEBORAH

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
				Transaction Type						
0328001-0	Sewer	105		10 1	42.00-	7.56-	49.56-	FIRE	12/30/11	21
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		10 2	42.00-	5.67-	47.67-	FIRE	12/30/11	22
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		10 3	42.00-	3.78-	45.78-	FIRE	12/30/11	23
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		10 4	42.00-	1.89-	43.89-	FIRE	12/30/11	24
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		11 1	43.50-	0.65-	44.15-	FIRE	12/30/11	25
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		11 2	43.50-	0.00	43.50-	FIRE	12/30/11	26
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		11 3	43.50-	0.00	43.50-	FIRE	12/30/11	27
FIRE-MILLS, RAYMOND				Balance Adjustment						
0328001-0	Sewer	105		11 4	43.50-	0.00	43.50-	FIRE	12/30/11	28
FIRE-MILLS, RAYMOND				Balance Adjustment						
0415000-0	Sewer	105		11 3	43.50-	0.00	43.50-	FIRE	12/30/11	29
FIRE-07/22/11-PABON, MARCELINO				Balance Adjustment						
0415000-0	Sewer	105		11 4	43.50-	0.00	43.50-	FIRE	12/30/11	30
FIRE-07/22/11-PABON, MARCELINO				Balance Adjustment						
1087000-0	Sewer	105		10 1	42.00-	6.93-	48.93-	FIRE	12/30/11	31
FIRE 2010-WILLIAMS, WALTER				Balance Adjustment						
1087000-0	Sewer	105		10 2	42.00-	5.04-	47.04-	FIRE	12/30/11	32
FIRE 2010-WILLIAMS, WALTER				Balance Adjustment						
1087000-0	Sewer	105		10 3	42.00-	3.15-	45.15-	FIRE	12/30/11	33
FIRE 2010-WILLIAMS, WALTER				Balance Adjustment						
1087000-0	Sewer	105		10 4	42.00-	1.26-	43.26-	FIRE	12/30/11	34
FIRE 2010-WILLIAMS, WALTER				Balance Adjustment						

1/03/12
3:35:07

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Verification Listing for Batch: DEBORAH

Account Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
0255000-0 RESPO, WILLIAM	Sewer	105		11 3	0.65-	0.00	0.65-	remove interest	12/30/11	1 ✓
					Balance Adjustment					
0427004-0 ENNSAUKEN FOOD MART	Sewer	405		11 3	1.15-	0.00	1.15-	remove interest	12/30/11	2 ✓
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		09 4	0.61-	0.14-	0.75-	FIRE	12/30/11	3
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		10 1	42.00-	8.82-	50.82-	FIRE	12/30/11	4
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		10 2	42.00-	6.93-	48.93-	FIRE	12/30/11	5
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		10 3	42.00-	5.04-	47.04-	FIRE	12/30/11	6
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		10 4	42.00-	3.15-	45.15-	FIRE	12/30/11	7
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		11 1	43.50-	1.30-	44.80-	FIRE	12/30/11	8
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		11 2	43.50-	0.65-	44.15-	FIRE	12/30/11	9
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		11 3	43.50-	0.00	43.50-	FIRE	12/30/11	10
					Balance Adjustment					
0025000-0 IRE-MARCH 2009-STEVEN ANDERSON	Sewer	105		11 4	43.50-	0.00	43.50-	FIRE	12/30/11	11
					Balance Adjustment					
0214000-0 IRE-STEELE, DEBORAH	Sewer	105		10 4	42.00-	6.30-	48.30-	FIRE	12/30/11	15
					Balance Adjustment					
0214000-0 IRE-STEELE, DEBORAH	Sewer	105		11 1	43.50-	4.55-	48.05-	FIRE	12/30/11	16
					Balance Adjustment					
0214000-0 IRE-STEELE, DEBORAH	Sewer	105		11 2	43.50-	2.60-	46.10-	FIRE	12/30/11	17
					Balance Adjustment					
0214000-0 IRE-STEELE, DEBORAH	Sewer	105		11 3	43.50-	0.65-	44.15-	FIRE	12/30/11	18
					Balance Adjustment					
0214000-0 IRE-STEELE, DEBORAH	Sewer	105		11 4	43.50-	0.00	43.50-	FIRE	12/30/11	19
					Balance Adjustment					
0328001-0 IRE-MILLS, RAYMOND	Sewer	105		09 4	40.50-	9.15-	49.65-	FIRE	12/30/11	20
					Balance Adjustment					

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING THE EXECUTION OF A COLLECTIVE BARGAINING
AGREEMENT WITH TEAMSTERS LOCAL UNION NO. 676, FOR THE PERIOD
COMMENCING JANUARY 1, 2012 TO DECEMBER 31, 2014**

WHEREAS, the Pennsauken Sewerage Authority (“PSA”) having met in regular session on January 10, 2012; and

WHEREAS, the PSA recognizes and acknowledges that the Teamsters Local Union No. 676 (“Union”) is the exclusive representative for the purpose of collective bargaining on behalf of all non-management operations and clerical employees; and

WHEREAS, the current Agreement between the Union and PSA expired as of December 31, 2011; and

WHEREAS, the PSA and the Union have met and negotiated a successor Agreement for a term beginning January 1, 2012 through December 31, 2014 and executed a Memorandum of Agreement to memorialize the terms thereof and now wish to execute a full and complete Agreement.

NOW, THEREFORE, BE IT RESOLVED as follows:

That the appropriate officers of the Pennsauken Sewerage Authority shall execute a contract with Teamsters Local Union No. 676 in accordance with the terms of the previously executed Memorandum of Agreement


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Abstain

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

AGREEMENT
BETWEEN
PENNSAUKEN SEWERAGE AUTHORITY
AND
TEAMSTERS LOCAL UNION NO. 676

EFFECTIVE DATES:

January 1, 2012
Up to and including
December 31, 2014

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This Agreement made between the Pennsauken Sewerage Authority, hereinafter referred to as "PSA" or "Employer," and Teamsters Local Union Number 676, hereinafter referred to as "Union," is made in Pennsauken, New Jersey.

WITNESSETH

Whereas, the PSA and the Union recognize and declare that providing a quality Sanitary Sewerage Collection System for the Authority's Service Area is a mutual aim; and

Whereas, the PSA has an obligation to negotiate with the Union as the representative of the operations and clerical employees hereinafter designated with respect to the terms and conditions of employment; and

Whereas, the parties have reached certain understandings which they desire to confirm in this Agreement.

Now, therefore, in consideration of the following mutual covenants, it is agreed as follows:

ARTICLE I. GENERAL

Section 1. Exclusivity of Representation.

The Employer recognizes and acknowledges that the Union is the exclusive representative of the Employees in the classifications of work covered by this Agreement, for the purpose of collective bargaining all operations and clerical employees. All work performed in any classification covered under this Agreement shall be performed solely by employees covered under this Agreement and no work under any classification covered by this Agreement shall be performed by either the Employer or the Employer's representative, such as managers or supervisors.

Section 2. Agency Shop.

The Employer agrees that it will deduct an agency/shop fee, as provide by law, from the salary of any Employee covered by this Agreement in accordance with the following conditions:

1. The Union shall certify, in writing, that the Employee is not a dues paying member of the Union.
2. The Union shall certify, in writing, the percentage of said dues, which according to law, are to be deducted.
3. The Union shall execute a save harmless and indemnity agreement with the Employer by which the Union shall save the Employer harmless and indemnify the Employer from any cost, expense or liability whatsoever from the agency/shop fee deduction.
4. The Union shall provide any such Employee with all information, rights and procedures to which said Employee is entitled under the law.
5. Any change in dues shall not be effective for the purposes of this section until after the Employer is notified thereof.

Section 3. Extra Contract Agreements.

The Employer or Employees shall not enter into any agreement or contract individually or collectively which in any way conflicts with the terms and provisions of this Agreement. Any such agreement or contract shall be null and void.

Section 4. Discrimination.

There shall be no discrimination by the Employer against Employees because of Union activities, nor there any discrimination against any Employee because of race, color, creed, sex, age or nationality in the placement and retention of employment, or in the hours, wages, or

working conditions of the Employees.

Section 5. Blacklist.

The Employer shall not establish or create a so-called “Blacklist,” or in any way become a party to the establishment of such “Blacklist” that may have for its purpose the prevention of any member of the Union obtaining employment with the Employer or other employers.

Section 6. Posting of Notices.

The Employer agrees to the posting, within its business premises, of notice of Union meetings, etc.

Section 7. Wage Executions.

Employees shall not be discharged or otherwise disciplined or penalized as a result of any attachment, execution or assignment of wages, whether voluntary or involuntary, beyond what is permitted under the Federal or State law, whichever may apply.

Section 8. Access to Premises.

Authorized agents of the Union shall have access to the Employer’s premises at any time during normal working hours, upon notice being given to the Employer, for the purpose of adjusting disputes, investigating working conditions, collection of dues, and ascertaining that the Agreement is being adhered to. Authorizing agents of the Union shall not interfere with the normal operations of the Employer.

Section 9. Inspection of Payroll Records.

Whenever a complaint is made concerning the wages, vacations, and/or holidays of an Employee, an authorized representative of the Union shall have the right to inspect the Employer’s payroll and time cards of the Employee during the grievance procedure.

Section 10. Shop Stewards.

A. The Union shall have the right to designate or elect from Employees of PSA a Shop Steward and an alternate whose duties and obligations shall be as directed by the Union.

B. The Employer shall compensate the Shop Steward for reasonable time spent in handling and investigating grievances and attending grievance hearings. Time is to be computed at the applicable hourly rate for the Shop Steward's job classification.

Section 11. Union Dues & Credit Union.

A. Union Dues: Upon written authorization signed by the Employee, the Employer will withhold from that Employee's wages and pay over to the Union on a monthly basis an amount necessary to pay that Employee's monthly union dues.

B. Credit Union: The Employer agrees to make payroll deductions for Teamsters Local 676 Federal Credit Union, hereinafter referred to as "Credit Union," if the Employee has provided the Employer with a signed card so authorizing. Such deductions will only be remitted to the Credit Union once a month.

C. Hold Harmless: The Union agrees to hold harmless and indemnify the Employer from any liability of whatever nature for compliance with the above withholdings provisions of this Agreement, it being specifically recognized that the Employer has not investigated, research or offered any opinions as to the lawfulness of any deductions requested by an Employee in accordance with the provisions as set forth above.

Section 12. Sanitary Conditions.

The Employer shall provide suitable sanitary conditions for Employees such as toilets and hot and cold running water and a shower.

Section 13. Safe Working Conditions.

Under no circumstances will any Employee be required or assigned to engage in any activity involving dangerous conditions of work, or danger to person or property, in violation of any applicable statute of court order, or in violation of a government regulation relating to safety of a person or equipment. The term "dangerous condition of work" does not relate to the type of material which is hauled or handled.

Section 14. Reporting Accidents.

Any Employee involved in an accident shall immediately, or as soon as possible, report said accident on an accident report form provided by the Employer, to be signed by the Employer or authorized agent.

Section 15. Compensable Injuries.

In the event that an Employee sustains an injury which is compensable under the Worker's Compensation Act and which will prevent them from performing all work available to them at Employer's place of business, such Employee shall receive full pay from the Employer for the period up to such time their first check is received from the Worker's Compensation carrier, upon proper verification that the injury prevents the Employee from attending to his business for that period of time, and shall sustain no loss of pay for the balance of the day on which the Employee was injured. The Employee shall thereafter by under an affirmative obligation to apply for Worker's Compensation temporary disability benefits covering the time missed from work. The injured Employee shall submit to PSA documentation establishing the amount paid under Worker's Compensation temporary disability benefits for the time paid, at which time the days used (sick, vacation, personal, etc.) shall be reinstated. Thereafter, the

Employee shall be entitled to keep the Worker's Compensation check.

Section 16. Management Rights.

Employer hereby retains and reserves unto itself, without limitations, all power, rights, authority, duties and responsibilities conferred upon or vested in it by the Laws and Constitution of the State of New Jersey and of the United States of America, including, without limitations, the following rights:

1. The executive management and administrative shall have full and exclusive control of PSA and its properties and facilities. The management and shall exercise control of its Employees by utilizing personnel in the most appropriate and efficient manner as from time to time may be determined by PSA.
2. The Employer shall determine work schedules subject to the specific terms of this Agreement and decide the number of Employees needed for any particular time.
3. The Employer shall determine any different or improved procedures, techniques, equipment and machinery to be utilized in the management and operation of the PSA.
4. The Employer shall hire all Employees and, subject to the provisions of law, determine the qualifications and conditions of employment and work assignments and shall promote and transfer Employees in its discretion.
5. The Employer shall suspend, demote, discharge or take any other appropriate disciplinary action against an Employee for just cause according to law.
6. The Employer shall have the right to lay off Employees in the event of lack of work or lack of funds or under conditions where continuance of such work would in ineffective and/or non-productive.

7. The Employer reserves to itself the right to make all decision deemed necessary and desirable for the efficient and effective operation of PSA.

8. The exercise of the foregoing powers, rights, authority, duties and responsibility of the Employer, its adoption of policies, rules, regulations and practices for the furtherance thereof and the use of judgment and discretion by the Employer in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific express terms are in conformance with the Laws and Constitution of the State of New Jersey and the United States of America. Nothing contained herein shall be construed to deny or restrict the Employer as to any of its rights, responsibilities and authority under N.J.S.A. 40:14A-1 et seq., or any other Federal, State or Local laws or regulations.

ARTICLE II. CLASSIFICATIONS COVERED

Section 1. Classifications Covered.

This Agreement shall cover and govern the following classifications of Employees:

CLASS I - MAINTENANCE MECHANIC

CLASS II - SENIOR MAINTENANCE MECHANIC

CLASS III - MAINTENANCE OPERATOR

BILLING COORDINATOR

ADMINISTRATIVE/ACCOUNTS/COLLECTIONS ASSISTANT

The definitions, scope and classifications are attached as Exhibit "A" to this Agreement, and are incorporated herein by reference.

Section 2. Duties and Work Out of Classifications.

A. Duties: Refer to job descriptions attached hereto as Exhibit "A" for specific duties

of each classification.

B. Work Out of Classification: From time to time, the Employer may require Employees to perform work outside of their classification. Nothing contained herein shall prohibit the Employer from assigning Employees to tasks outside of their classification or otherwise as may be deemed necessary for the proper operation and maintenance of the Employer's facility as long as they are assigned according to qualifications, to be determined at the sole discretion of PSA. In the event that Employees are equally qualified, assignment shall be offered by seniority. In the event that any non-management clerical Employee is requested to perform work generally and usually performed by management employees, such non-management clerical employees shall not be held responsible by the Employer for their performance in such work outside the classifications covered by this Agreement, except for acts of gross negligence or willful misconduct. This does not change or alter the responsibilities of non-management clerical employees for work performed in positions outside of their title within the general responsibility of non-management Employees.

ARTICLE III. HIRING NEW EMPLOYEES AND SENIORITY

Section 1. Job Posting.

The Employer agrees to post all job openings at least one (1) week in advance before hiring of new personnel in order to allow current Employees to bid for such opening. The senior employee so applying, if qualified, or reasonably equal, will be accepted for the position over a non-Employee.

Section 2. Probation Period.

Every new Employee shall be on a probationary period of ninety (90) days. During the

probationary period, the Employee may be discharged without further recourse. In addition, all new Employees shall be subject to an apprentice/training period. During the training period, a new Employee's wages will be as outlined in Article VII, Section 6.

Section 3. Seniority after Probationary Period.

After the expiration of the probationary period, the Employee shall be placed on a regular seniority list, and the seniority date shall revert back to the first date of hire. In case of discharge within the probationary period, the Employer shall notify the Union. Every Employee hired by the Employer shall have thirty (30) days after their hire to become a member of the Union. This provision shall in no way affect the length of the probationary period and/or training period as described above.

Section 4. Layoff Period.

Should it become necessary to lay Employees off because of lack of business, the Employer shall resort to strict seniority, which means the last Employee hired shall be the first Employee laid off. When the Employer recalls laid off Employees, the Employer shall recall the Employees in the reverse order in the manner they were laid off, which means the last Employee laid off shall be the first Employee to be recalled.

Section 5. Notification of Recall.

The Employer, when recalling laid off Employees, shall send a telegram or registered or certified letter to the Employee's last known address (as indicated on the Employee's personnel record) and the Employee shall have seven (7) days to respond to such recall notice from the date of receipt or return of the Employer's letter, whichever is later. After the Employee has notified the Employer that they will return to work, the Employee shall have one (1) week to adjust any

other personal matters he may have. If the Employee fails to report within the one (1) week period, they shall lose all seniority rights under the contract, meaning discharge from employment. It shall be the Employee's duty to keep the Employer informed of any address changes during the lay off period.

Section 6. Loss of Seniority and Job.

A. Reasons for Loss of Seniority and Job. Seniority shall be broken and the name of the Employee removed from the seniority list for any of the following reasons: Discharge for just cause, voluntary quit, lay-off for one (1) year or more, failure to respond to notice of recall, unauthorized leave of absence.

B. Protection in the Event of Illness or Injury. Any Employee who is absent because of illness or injury shall accumulate seniority for the purpose of determining their place on the seniority list.

C. Leaving the Bargaining Unit. Any Employee covered by this Agreement who elects to accept a position with the Employer not covered by any classification set forth under Article II shall lose all seniority rights after thirty (30) days if the Employee elects to retain said new position. If the Employee desires to return to the bargaining unit within thirty (30) days, they may do so without loss of seniority rights.

Section 7. Part-Time Employment.

This Agreement is for full-time employment only. If at any time the PSA would have a need for temporary or part-time employees, they will be paid at an hourly rate and will not be entitled to any benefits.

Section 8. Driver's License.

All Operations Employees must possess a valid commercial driver's license issued by the State of New Jersey with an "N" endorsement as a condition of their employment with PSA. In the event that the driving privilege of any such Employee is suspended within the State of New Jersey during the term of that Employee's employment with PSA, the following rules shall apply:

A. For the first time suspension of not more than seven (7) months, the PSA shall attempt to continue the employment of the Employee in a non-driving position. However, the parties to this Agreement recognize that it may not always be possible to place an Employee in a non-driving position and that the obligation to do so shall be exercised in the sole discretion of PSA, giving due regard for the PSA's manpower. If in the exercise of that discretion, PSA is unable to place the Employee in a non-driving position, at any time during the period of suspension, then the Employee shall be laid off until that Employee's driving privilege has been reinstated by the State of New Jersey.

B. In the event that an Operations Employee has his driving privilege suspended for more than seven (7) months or for a second or more times, then the PSA shall, at its sole discretion, discharge the Employee. However, the Employer agrees to review and consider the facts and circumstance surrounding an Employee's driving privilege suspension that is greater than seven (7) months before said Employee is discharged. For purposes of this Section, the words "first," "seconds," etc. shall mean driver's license suspensions which occurred while in the employment of PSA.

ARTICLE IV. GRIEVANCE MACHINERY

Section 1. All Grievances Covered.

All grievances or disputes arising under the terms of this Agreement shall be handled in the manner provided by this Article.

Section 2. Filing Written Grievances.

All Employees covered under this Agreement shall have seven (7) working days to file a written grievance after a grievance has become known, and ten (10) working days for any Employee that may be absent because of illness and/or injury.

Section 3. Grievance Procedure.

First Step. In the case of any such grievance or dispute, the Union Steward shall take the matter up with the Employer's representative and every effort shall be made to reach a mutually satisfactory solution. The Union Steward shall be present at all times when an Employee has a grievance with the Employer's representative. The Employee may also request to be present.

Second Step. If no solution is reached in the First Step, then the Union Steward shall refer the matter to the Business Agent, in writing, and the Business Agent shall take the matter up with the Employer in an endeavor to adjust in an amicable manner. The Employee or Union Steward shall be responsible for filing with PSA's Executive Director a written statement of the grievance and relief requested. Once filed, the grievance and scope of relief may not be changed.

Third Step. If the Business Agent of the Union and the Employer or Employer's representative cannot reach a satisfactory agreement, then the grievance will be submitted to a designated arbitrator mutually agreed upon by both parties. If the parties cannot agree upon an arbitrator, then the matter shall be submitted to the American Arbitration Association for the

selection of an arbitrator. The arbitrator shall render a binding decision within twenty-four (24) days after the closing of the hearing. The fee of the arbitrator shall be borne equally by the Union and the Employer. The Union and/or the Employer may request an extension of time limits and with mutual agreement it shall be granted.

ARTICLE V. DISCHARGE OR SUSPENSION

Section 1. Cause for Dismissal or Suspension.

No regular Employee may be dismissed or suspended without just cause. Nothing shall prohibit the Union from investigating any dismissal or suspension and resorting to the grievance procedure provided in this Agreement. In the event that it is decided, as provided in the grievance procedure set forth in this Agreement, that the suspension or discharge was without just cause, the decision shall provide for reinstatement with or without back pay. If the decision directs reinstatement with pay, the Employer shall received credits for wages or compensation earned by the Employee while he was out of the Employer's employ. Except where an emergency prevents it, grievances governing dismissal or suspension shall be advanced over all other matters pending for grievance hearings, and shall be promptly heard.

Section 2. Notice to Union.

In each instance, the Employer shall promptly notify the Union of the action taken, in writing. The parties agree that a dismissal or suspension shall not be subject to the grievance procedures or arbitration as provided in this Agreement unless the Union shall have notified the Employer, in writing, of the intention to do so within two (2) weeks of the dismissal or suspension.

ARTICLE VI. TERMINATION OF EMPLOYMENT

Upon final termination, the Employer shall pay all monies due to the Employee including earned vacation and subject to the provisions herein, as well as accrued sick days.

ARTICLE VII. WAGES AND HOURS

Section 1. General.

The Union agrees that the Employer shall be entitled to a "day's work for a day's pay." The regular work week of the Employer shall consist of five (5) days of eight (8) hours each day inclusive of the meal period Monday through Friday.

Section 2. Pay Period.

All regular Employees covered under this Agreement shall be paid in full each week. Not more than one (1) week's pay shall be held on an Employee.

Section 3. Pay Day.

The regular designated pay day shall be Wednesday of each week. When the regular pay day occurs on a holiday, then the Employer shall pay the Employee on the regular work day immediately preceding the holiday.

Section 4. Statement of Earnings.

Each Employee shall be provided with a statement of gross earnings and an itemized statement of all deductions made for any purpose.

Section 5. Finished Day's Work.

When an Employee has completed a day's work and has left the Employer's premises, they shall be off duty. In the event that an Employee is then recalled to work, they shall be compensated at one and one half (1 1/2) times their applicable hourly rate of pay, with a

guarantee of four (4) hours at the aforementioned one and one half (1 1/2) times the hourly rate for Monday through Saturday. If an Employee covered under this Agreement is recalled to work on Sunday they shall received two (2) times their base hourly rate with a guarantee of at least three (3) hours. Notwithstanding the foregoing, in the event that an Employee does not work forty (40) hours straight time during any one week, they shall not be entitled to a premium if they are recalled to work within the off duty period. In other words, the Employee shall receive only straight time and not one and one half (1 1/2) times their hourly rate of pay in the event that they have not or do not work forty (40) hours on straight time during the same weekly pay period. For the purposes of this paragraph, an Employee shall be credited as though they had worked, if they are absent from work during a holiday, vacation day, comp day, sick day or an authorized personal day of absence. For the purpose of this paragraph, the Employee shall be credited for absence from work for illness so long as the Employee maintains the 15-day minimum required under Article XI, Section 4.

Section 6. Hourly Rates.

A. During the apprentice/training period to be served by all new Employees pursuant to Article III, Section 2, Employees shall be paid at the rate of seventy-five (75%) percent of base pay per hour for the first **six (6)** months of employment, eight-five (85%) percent of base pay per hour for the second **six (6)** months of employment and ninety-five (95%) percent of base pay per hour for the third **six (6)** months of employment after which time such Employee shall be paid in accordance with the then prevailing wage per their classification pursuant to this Agreement.

B. The base hourly rate for all Employees covered by this Agreement shall be as follows:

	<u>01/01/12</u>	<u>01/01/13</u>	<u>01/01/14</u>
Class I	<u>29.80</u>	30.40	31.00
Class II	<u>29.25</u>	29.85	30.45
Class III	<u>28.50</u>	29.10	29.70
Billing Coordinator	<u>27.45</u>	28.00	28.60
Admin/Accounts/Collection Ass't	<u>25.10</u>	25.65	26.20

Section 7. Longevity.

A. In addition to salaries, an Employee who was hired before June 6, 2003, shall receive longevity as follows:

<u>Length of Service</u>	<u>Amount</u>
5 - 9 Years	3% of Base Pay
10 - 14 Years	4% of Base Pay
15 - 19 Years	5% of Base Pay
30 Years and over	6% of Base Pay

B. Longevity payments shall be paid in a separate check during the first week of November of each year.

C. An Employee shall be eligible for the appropriate amount of longevity so long as they begin the appropriate year of service at some time during the calendar year it is paid.

Example: Any Employee hired during the period 01/01/86 to 12/31/86 would be eligible for longevity as of 11/01/90.

D. Longevity currently included in an Employee's salary shall not be affected.

Section 8. Severance Pay Upon Retirement.

An employee shall be entitled to two (2) weeks pay, at their then applicable rate, upon retirement from PSA provided they have achieved twenty-five (25) years of service with PSA.

Notwithstanding the foregoing provision, the Employer and Union agree that any employee hired before January 1, 2012 will be entitled to receive this benefit, provided that they have obtained the age of 60 years at the time of separation from employment with PSA. Any employee hired after January 1, 2012 will receive this benefit for 25 years service or a minimum 10 years completed service at the age of 60 or older.

Section 9. Shift Differential.

Any regular second shift Operations Employee(s) shall receive an additional \$.30 per hour, as a shift differential. This shift differential shall be computed in the regular second shift Operations Employee's hourly rate and, therefore, will entitle that Employee to have all time (overtime, sick, vacation, etc.) calculated at the differential rate.

All other Employee who may be assigned to the second shift on a temporary basis shall be entitled to the shift differential compensation during the hours worked on the second shift. The additional compensation called for in this section for such Employee temporarily assigned to the second shift shall not be paid for periods over and beyond the forty (40) hour regular work week and shall not be used in computing the hourly rate for overtime.

Section 10. On Call.

There will be an on call Operations Employee during the hours of 11:00 p.m. to 7:00 a.m., on Monday through Friday and twenty-four (24) hours on Saturday and Sunday. The on call Employee will cover these hours for seven (7) consecutive days each week beginning on Monday. The on call Employee will receive compensation in the amount of \$650.00, by separate check, for all of the hours covered above. When a paid holiday occurs during the on call week, the Employee will receive a day off for the 7:00 a.m. to 3:00 p.m. shift. This day is to be taken within a three (3) month period to be used as a single day and may be used in conjunction with

other days, such as vacation or personal days. The day scheduled must be approved by the Superintendent. The on call Employee will receive a onetime four (4) hours double time pay for the 3:00 p.m. to 11:00 p.m. shift only, if they are called out during this shift, regardless of the number of times the Employee is called out during this shift.

ARTICLE VIII. LIFE, DISABILITY & HEALTH INSURANCE

Section 1. PERS.

Each Employee shall be covered, as provided by law, under the New Jersey Public Employees Retirement System (“PERS”).

Section 2. Hospitalization and Prescription Plan.

All Employees covered under this Agreement shall be provided with hospitalization and prescription coverage under New Jersey State Health Benefits Plan or equal. Each Employee to who such coverage is provided shall pay a portion of the premium for the coverage as per Chapter 78 P.L. 2011. The Employer has the right to change insurance carriers or institute a self-insurance program so long as the same or better benefits are provided, after written notification to the Union. In addition, after notification to the Union, the Employer reserves the right to institute programs of pre-certification and case management so long as the level and scope of benefits set forth in this section are not affected.

Section 3. Hospitalization Upon Retirement.

The Employer shall continue to provide the benefits provided in Section 2 above to any Employee who has retired in accordance with Resolution No. 1998-42 and/or Resolution No. 2003-25. See attached Resolutions. The benefits provided by the Employer will be equal to the benefits provided to the Employee and eligible dependents at the time of retirement only.

When a qualified retiree becomes Medicare-eligible, the Employer will be responsible to provide only supplemental health insurance. The Employer's responsibility for health care benefits under this section will terminate upon the death of the Employee.

Section 4. Dental.

All Employees covered under this Agreement shall be provided by the Employer at its cost dental insurance in the form presently provide to the management staff of Employer.

Section5. Vision Plan.

All Employees covered under this Agreement shall be provided and covered at the Employer's cost with the Vision Service Plan.

Section 6. New Jersey State Employee Disability Plan.

All Employees covered under this Agreement shall be enrolled in the New Jersey State Employee Disability Plan. In addition each Employee shall be covered, at the Employers expense, by a long-term disability plan to commence on the twenty-sixth (26th) week of disability leave.

Section 7. Life Insurance.

All Employees covered under this Agreement shall be entitled to a Fifteen Thousand (\$15,000.00) Dollar life insurance policy provided at the Employer's expense.

ARTICLE IX. CLOTHING

Section 1. Uniforms.

All Operations Employees covered under this Agreement shall be required to attend to their job duties dressed in appropriate uniforms provided by the Employer. If an Employee reports for duty out of uniform, he shall be required to return home to obtain the uniform and

shall not be paid for that period of time consumed in this activity. The Employer shall provide, once every two (2) year period, up to the following articles of work clothing: seven (7) pairs of pants, **seven (7) pairs of shorts (as long as insurance carrier does not deem shorts unsafe or a risk)**, seven (7) shirts, six (6) T-shirts, one (1) light weight jacket, and one (1) parka style jacket or insulated coverall only if such item or items are requested by the Employee during the two year period.

Section 2. Safety Shoes.

The Employer shall arrange for safety shoes to be provided for purchase by its Operations Employees. Each Employee will be provided a once yearly One Hundred Fifty (\$150.00) Dollar allowance for the purchase of said safety shoes. This allowance will be paid to the provider and seller of such shoes as selected by PSA, or paid to the Employee as reimbursement provided that the Employee produces a paid receipt and allows the Employer to inspect the shoes. An Employee may select safety shoes for a cost in excess of One Hundred Fifty (\$150.00) Dollars, however, the difference in cost shall be borne by the Employee. An Employee who voluntarily elects to forgo this annual allowance because the Employee does not require replacement safety shoes shall be entitled to a cash payment in the amount of Seventy Five (\$75.00) in lieu of the allowance. All Operations Employees shall be required to wear safety shoes at all times. In the event that an Employee reports for duty without his safety shoes, he shall be required to return home to obtain the safety shoes and shall not be paid for that period of time consumed in this activity.

ARTICLE X. EDUCATION AND LICENSE INCENTIVE

Section 1. Education and Development.

The Employer will require, as a condition of employment, that all Operations Employees will have taken and successfully completed an approved Waste Water Course that will include collection systems. New Employees will have a three (3) year period to successfully complete the course. The Employee will not be required to take the State licensing test. The Employer is committed to the continuing education and professional development of all its Employees. An Employee who obtains prior approval from the Employer to take courses which are related to employment requirements and who successfully completes any such course shall be reimbursed for tuition and course materials required by the Employer. No Employee shall be eligible for reimbursement unless the Employee has first gained the permission of the Employer to attend the class. The Employer shall pay for all tuition, books and registration fees for all courses taken by the Employee which are approved in advance by the Employer. These courses shall be taken, whenever practicable, in the evening hours or on weekends so as not to conflict with the regular working day, and the Employer agrees that the Employee should take the course, then the Employer and the Employer shall attempt to rearrange the Employee's working schedule so that he may still work a full work week. Whenever the Employee receives approval to attend a seminar conducted during the work day, he shall receive his normal compensation. An Employee shall not be compensated for any time spent taking courses or in study for preparation of course work. The Employer, however, shall compensate the Employee for any time spent taking examination for licenses, if those examinations are offered only during the regular work

day and in addition, only if the Employee passes the examination. If the Employee prefers to take an examination during the work day which is offered at night or fails an examination taken during the work day, the Employee shall not be compensated for that time. Any Employee who takes any course related to their employment shall submit to the Employer satisfactory evidence of his completion of the course requirements. In the event that the Employee fails to provide such notification or evidence, then he shall not be eligible for reimbursement and shall pay back to the Employer any and all such sums previously advanced by the Employer for such course work.

Section 2. License/Bonus Program.

PSA recognizes a benefit of the continuous improvement in the professional skills and knowledge of its Operations Employees. The desire is to encourage Employees to obtain a collection system license. Any Employee who obtains a collection system license shall be paid by separate check to the Employee during the first week of December of each year and in the event that an Employee obtains said license with that calendar year, the amount shall be pro-rated from the date the license was first obtained. In the event that the Employee voluntarily leaves his employment prior to the end of any fiscal year, he shall not be eligible to participate in the year-end license bonus. In the event that the Employer holds more than one license, he shall be paid a bonus based upon the highest license held only. The bonus to be paid on an annual basis shall be Seven Hundred (\$700.00) Dollars per year for a Class 1 License and an additional Two Hundred (\$200.00) Dollars for each additional license obtained above a Class 1.

The PSA wishes to have the flexibility to encourage employees to obtain certifications beneficial to its operations, which are outside the class of general sewer operator licenses otherwise addressed within this Article. In that regard, PSA will pay a stipend of \$200 to any employee who obtains a certification which has been identified by PSA, in its sole discretion, as eligible for the stipend and upon proof that the identified certification has been earned.

ARTICLE XI. TIME OFF

Section 1. Vacations.

A. Entitlement. Employees who have been actively and continuously employed by the Employer for the periods specified herein shall be eligible for the following vacations so long as they are actively employed on their anniversary date of hire:

- 1 year - 5 days
- 2 years - 10 days
- 5 years - 15 days
- 11th year - 16 days
- 12th year - 17 days
- 13th year - 18 days
- 14th year - 19 days
- 15th year - 20 days
- 20th year - 22 days
- 25th year - 25 days

Subsequent to the twenty-fifth (25th) year, an Employee shall earn one (1) additional day of vacation for each year worked up to a maximum of thirty (30) days.

Any employee hired after January 1, 2012 will be entitled to vacation days as follows:

- 1 year – 5 days
- 2 years - 10 days
- 10 years- 15 days
- 15 years- 20 days
- 25 years- 25 days

B. Vacation Pay. Each full week of vacation pay shall consist of forty (40) hours of straight pay. Vacation pay shall be paid to the eligible Employee before they start their vacation period.

C. Scheduling. The Employer shall have the exclusive right to schedule the number of Employees who shall receive vacation at any particular time, according to their seniority. Employees shall submit vacation requests, in writing, to the Employer on or before April 1 of each calendar year. The vacation period of each qualified Employee shall be set with due regard to the desire and preferences of the Employee and their seniority. PSA's Executive Director shall notify all Employees within five (5) working days as to the acceptance or rejection of any vacation request. **An Employee may elect to sell back 1 week and carryover 1 week or choose to carry 2 weeks into the next year.** An Employee who returns to work after a period of approved disability or workers compensation leave shall be permitted to sell back or carry over into the next year all accrued vacation time.

D. Holiday During. If an Employee's approved vacation falls in a week in which a holiday recognized by this Agreement falls, the Employee shall receive an additional day's vacation or a day's pay.

F. Forfeiture. An Employee who is discharged for cause or who resigns without giving a minimum of two (2) weeks written notice of their intent to resign shall not be eligible for proportionate vacation pay earned by them since the beginning of that credit year. Employees who resign and who have given the minimum two (2) weeks' notice of their intention to resign to the Employer or who are laid off, or who are released by the Employer for other reasons than discharge for cause, shall be eligible for proportionate vacation pay earned to date during that credit year on the basis of one twelfth (1/12) of their normal vacation to which they would have been entitled the following January 1st for each calendar month worked.

Section 2. Holidays.

A. Holidays Recognized. The parties recognize the following holidays:

New Years Day	Labor Day
President's Day	Columbus Day
Good Friday	Veteran's Day
Memorial Day	General Election Day
Independence Day	Thanksgiving Day
Christmas Day	Day after Thanksgiving
Day after Christmas	Martin Luther King Day

B. Personal Days. In addition to the above listed holidays, each Employee shall have the right to take four (4) personal days on a day of their choosing. The Employee shall make every effort to give as much written notice to the Employer as is possible of the date they intend to take their personal day and shall in no event give the Employer less than a full two (2) days prior notice. The Employer shall make every effort to afford personal days on the date of an Employee's choosing, however, the parties recognize that continued proper operation of the Employer's business and facilities is of paramount importance and due regard shall be given to the Superintendent's or Office Manager's discretion regarding same.

C. Resignation or Dismissal. Any Employee who has resigned or has been properly dismissed for cause, prior to any of the holidays set forth above, shall not be entitled to holiday pay.

D. Not Entitled. An Employee shall not be entitled to pay for a holiday in the event they do not work a full day, if scheduled, because of illness, on the day preceding or the day immediately after any scheduled holiday, except with a doctor's note, at the Employer's sole discretion. An Employee shall be entitled to holiday pay if he utilizes a personal day of absence in accordance with the procedures set forth herein, or a vacation day preceding or following a

holiday.

Section 3. Holiday Pay.

In the event that an Employee is required to work on any scheduled holidays listed above, then that Employee shall receive pay for the holiday calculated at one and one half (1 1/2) times their hourly rate for the time they work that holiday.

Section 4. Sick Leave.

A. All Employees shall receive, after completion of their probationary period, **ten (10) hours sick leave per month credit for each month of service to be accumulated from year to year**, with accumulation of sick time permitted to a maximum of seventy (70) days. An Employee shall be entitled to sell-back accumulated sick leave at the rate of one hundred percent (100%). **Sick leave sell back shall be limited to 120 hours per year.** The request for sell-back must be made in writing to the Employer by October 1, and will be paid on the first pay day in November of each year. In addition, an Employee must retain a minimum of fifteen (15) days of sick leave except upon termination. If Employees are off more than three (3) consecutive days they must produce to the Employer a doctor's certificate. If the Employer feels that an Employee is abusing their sick leave, then the Employer may request a doctor's certificate if that Employee is off sick less than three (3) days. Employees shall be permitted to use up to three (3) of their credited sick days per year to care for a sick spouse or child who resides in the Employee's residence.

B. Sick Call. If an Employee cannot report to work because of sickness, they are to call one (1) hour prior to their scheduled starting time.

Section 5. Leave of Absence.

A. Personal Leave of Absence. An Employee desiring leave of absence from his employment shall secure written permission from the Employer. The maximum leave of absence shall be for thirty (30) days, and may be extended for like periods.

B. No Gainful Employment. During the personal leave of absence, the Employee shall not engage in gainful employment of any industry. Failure to comply with this provision shall result in the complete loss of job and seniority rights for the Employee involved.

C. No Loss of Seniority. Inability to work because of proven illness or injury shall not result in the loss of seniority rights.

D. Continuation of Benefits. The Employee shall make suitable arrangements with the Employer for the continuation of fringe benefits when indulging in an authorized leave of absence.

Section 6. Military Service.

A. Active Military Service. In the event that any regular Employee volunteers for is called to active military service in the Armed Forces of the United States of America. Such Employee shall not, during the period of such service, loss their seniority rights as herein provided. Upon their discharge from such service, they shall be offered their former position, or one of like status provided they:

1. Receive a certificate of honorable discharge;
2. Is still qualified to perform the duties of their position, and
3. Applied for reinstatement within ninety (90) days after such discharge.

Employees shall receive a written leave of absence from the Employer when leaving to

enter the military service.

B. Summer Encampment. In the event any Employee covered by this Agreement, who is a reserve in the Armed Forces of the United States of America, is required to go away on maneuvers or summer encampment for a temporary period, the Employer agrees to supplement their military pay with an amount sufficient to equal their regular forty (40) hour weekly earnings at the straight time rate for their job classification. This provision shall be limited to ninety (90) calendar days.

Section 7. Jury Duty.

In the event any Employee covered by their Agreement is required to serve Jury Duty, the Employer agrees to supplement their Jury Duty Compensation with an amount sufficient to equal their regular forty (40) hour weekly earnings at the straight time rate for their job classification.

Section 8. Death in Family.

In the case of death in the Employee's family, the Employer shall grant such Employee effected, on the date of death, the following time off with pay at the regular straight time pay rate in accordance with the following schedule: for the death of **spouse/domestic partner** or child fifteen (15) working days leave; for the death of a mother, father, brother, sister or grandchild, five (5) working days leave; for the death of a grandparent, mother-in-law, father-in-law, sister-in-law, brother-in-law, niece, nephew, aunt or uncle, three (3) working days leave. The paid time off is to compensate the Employee for any time lost Monday through Sunday because of such death.

ARTICLE XII. BAN ON STRIKES.

It is recognized that the continued and uninterrupted operation of the PSA is of paramount importance to the citizens of the community served by the Employer for reasons of health, safety and welfare. Therefore, there shall be no interference by the Union or any of its members of such operation. Adequate procedures having been provided for the equitable settlement of grievances arising out of this Agreement, the Union, its officers, members, agents or principals agree that they will not engage in, encourage, sanction or suggest strikes, slowdowns, mass resignations, mass absenteeism, or other suspension of or interference with the normal work performance at PSA.

ARTICLE XIII. HIGHER CLASSIFICATION.

An Employee who is deemed qualified by their supervisor and temporarily assigned to work in a higher classification than their own shall be paid at the rate applicable to the higher classification for such, after performing said work for one (1) day in any given week, spending at least fifty (50%) percent of their time in the higher paid classification. An Employee shall be paid at the rate of their own classification when performing work in a lower classification.

ARTICLE XIV. DISCIPLINARY ACTION.

It is mutually agreed that certain acts which jeopardize the safe and effective operation of the Employer, are so serious that immediate discharge is justified. These include.

1. Possession or use on or about the Employer's property of intoxicating liquors, narcotics or other controlled substance for which you do not have a prescription or reporting;
2. Theft or authorized or willful destruction of Employer's property;

3. Fighting with, threatening and/or intimidating other Employees;
4. Walking off the job in defiance of orders;
5. Unauthorized removal, copying, or divulgence of confidential information;
6. Falsification of records, including information on employment application and time cards;
7. Insubordination;
8. Possession of weapons or firearms on or about the Employer's property.

In addition, there are certain acts that will be considered cause of remedial action which could range from oral or written reprimand to suspension from work without pay to dismissal.

These include, but are not limited to:

1. Sleeping while on duty;
2. Failure to report to work, without a bona fide reason;
3. Leaving the work station without being properly relieved or receiving permission or notifying the supervisor;
4. Willfully interfering with the work performance of other Employees;
5. Unsatisfactory work performance;
6. Disorderly conduct.

Prior to implementing a discharge or suspension arising under this article, the Employee shall be entitled to a meeting with his immediate supervisor or a designated representative of the Employer to discuss the dispute. The Employee shall be entitled to have either the Shop Steward or Business Agent present at this meeting. If the matter is not settled at this preliminary meeting, the Employee shall have the right to institute a grievance in accordance with Article IV.

ARTICLE XV. AGREEMENT APPLICABLE TO ALL PLACES OF WORK.

The parties to this Agreement recognize that the Employer is obligated pursuant to contract to perform certain services to and within other municipalities than the Township of Pennsauken. The provisions of this Agreement are complete as to the terms and conditions of employment for those Employee covered hereunder. The provisions of this Agreement shall specifically apply and there shall be no additional compensation or other consideration given to Employees who are required to work outside of the Township of Pennsauken.

ARTICLE XVI. SAVINGS AND SEVERABILITY CLAUSE.

The parties to this Agreement believe it complies with the applicable laws of the State of New Jersey. Accordingly, it is agreed that nothing contained in this Agreement shall require the Union or Employer to do anything which violates the law. The parties agree that all of the clauses of this Agreement shall be severable. Any clause which may be prohibited by, invalid under, or in contravention of any federal or State law, shall be null and void, but in such event the remaining clauses shall continue in full force and effect for the term of this Agreement, and any renewal thereof. The parties agree, in good faith, to attempt to replace any such null and void clause with a clause which conforms to the law. The parties further agree that if, during the terms of this Agreement, or a renewal thereof, any such null and void clause shall become legal or permissible by legislative enactment, a subsequent decision of the Court or otherwise, such null and void clause shall again become part of this Agreement. A disagreement shall be submitted to the grievance procedure.

ARTICLE XVII. BINDING EFFECT.

The parties to this Agreement agree to be bound by all of the terms and provisions of the Agreement and the interpretation and enforcement thereof, and do further agree to participate in negotiations or renewals of the Agreement.

ARTICLE XVIII. TERM OF AGREEMENT.

This Agreement shall be in effect in full force and effect from the first day of January 2012 and shall remain in effect until and including the thirty-first day of December 2014.

ARTICLE XIX. RETROACTIVITY.

This Agreement, including all economic and noneconomic terms (except the premium payment provision of Article VIII, Section 2), applies retroactively to January 1, 2012.

In WITNESS WHEREOF, the parties hereunto have set their hands and seal on this the

6th _____ day of January, 2009.

TEAMSTERS LOCAL UNION 676

WITNESS: *Roy Kaiser*

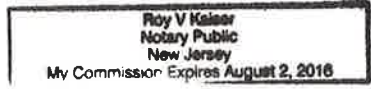
By: *Howard W. Wells*
Howard W. Wells, President

WITNESS: *Roy Kaiser*

By: *Thomas A. Lyon*
Thomas A. Lyon, Trustee/BA

WITNESS: *Roy Kaiser*

By: *Marco DiBattista*
Marco DiBattista, Steward



PENNSAUKEN SEWERAGE AUTHORITY

WITNESS: *David A. Luthman*
David A. Luthman, Solicitor

By: *Oren Lutz*
Oren Lutz, Chairman

RECEIVED
MAY 14 1964

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AWARD OF ANNUAL MAINTENANCE AND REPAIR OF
MECHANICAL AND ELECTRICAL APPARATUS CONTRACT #12-01**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority desires to enter a contract for Maintenance and Repair of Mechanical and Electrical Apparatus; and,

WHEREAS, the Pennsauken Sewerage Authority has duly advertised for and received bids; and,

WHEREAS, **Longo Electrical-Mechanical, Inc.** was the lowest qualified bidder but cannot respond from their location, Wharton, NJ in less than one (1) hour; and,

WHEREAS, **Municipal Maintenance, Inc.** can respond within the allotted 20 minutes of notification and has a more favorable overtime rate during off hours when emergencies often occur.

NOW, THEREFORE, BE IT RESOLVED as follows:

That the Pennsauken Sewerage Authority shall enter a contract with **Longo Electric** in the amount of \$56,900.00 and with **Municipal Maintenance** in the amount of \$68,800.00 for the Maintenance and Repair of Mechanical and Electrical Apparatus for the fiscal year 2012.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AWARDING ANNUAL SEWER SYSTEM REPAIR CONTRACT #12-02**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on January 10, 2012; and,

WHEREAS, the Pennsauken Sewerage Authority, from time to time, requires assistance from a third party vendor for emergency repair work to the sewer system; and

WHEREAS, the Pennsauken Sewerage Authority can not, with any reasonable degree of certainty, predict the nature or amount of emergency repair work, can authorize such repair work without prior competitive bidding or quotes, but desires to avoid the use of third party vendors without receiving contractually binding prices for the most commonly required manpower and equipment and contractually binding terms regarding response time and other issues of major concern; and,

WHEREAS, the Pennsauken Sewerage Authority has duly advertised for and received bids; and,

WHEREAS, **SAR Automotive Equipment** have been found to be the most qualified and the lowest competitive bidder in the amount of \$159,050.00.

NOW, THEREFORE, BE IT RESOLVED as follows:

That the Pennsauken Sewerage Authority shall enter a contract with **SAR Automotive Equipment** for Sewer System Repair Work for the year 2012, in accordance with the unit pieces set forth in the bid of **SAR Automotive Equipment** in accordance with the specifications provided.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE TREASURER
OF THE STATE OF NEW JERSEY AS A RESULT OF A DEPOSIT MADE BY THE
CAMDEN COUNTY MUNICIPAL UTILITES AUTHORITY FOR THE ACQUISITION
OF AN EASEMENT FROM THE PENNSAUKEN SEWERAGE AUTHORITY**

WHEREAS, the Camden County Municipal Utilities Authority (“CCMUA”), acquired an easement upon lands previously owned by the Pennsauken Sewerage Authority (“PSA”), while those lands were owned by the PSA, pursuant to an action filed in the Superior Court of New Jersey, Law Division under Docket Number L-10590-88; and

WHEREAS, as a result thereof the CCMUA offered the sum of Twenty-Three Thousand Six Hundred Dollars (\$23,600.00) to the PSA as compensation for the taking of the easement and did deposit this sum with the Clerk of the Superior Court; and

WHEREAS, there having been no further action taken with respect to the value of the easement and those funds having been transferred by the Clerk of the Superior Court to the Department of Treasury on October 29, 2002 in the total amount of Forty-Six Thousand One Hundred and Ninety-Nine Dollars and Eleven Cents (\$46,199.11); and

WHEREAS, the PSA made application for the turnover of those funds, together with accrued interest thereon, received an Order of the Superior Court directing the Department of Treasury to turnover those funds to PSA and having received as a result thereof the sum of Fifty-Five Thousand Six Hundred Twenty-Six Dollars and Nine Cents (\$55,626.09); and

WHEREAS, the PSA wishes to accept said sum as full and complete satisfaction of those matters addressed in the action filed by the CCMUA in Superior Court of New Jersey, Law Division under Docket Number L-10590-88 and to include said sum as unanticipated non-operating revenue in its budget.

NOW THEREFORE BE IT RESOLVED, that the Pennsauken Sewerage Authority acknowledges and accepts the sum of Fifty-Five Thousand Six Hundred Twenty-Six Dollars and Nine Cents (\$55,626.09) as unanticipated non-operating revenue, in full satisfaction of all rights addressed in the action brought by the Camden County Municipal Utilities Authority in the Superior Court of New Jersey, Law Division, Docket Number L-10590-88.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz - Yes

Mr. Schofield - Yes

Mr. Bundy - Absent

Mr. Cummings - Yes

Mr. Pennestri - Yes

ADOPTED: January 10, 2012

1. Commercial monthly for January totaled \$22,166.95.
2. Principal lend-a-hand balances as of December 31, 2011:
 - a. Madeline Rawle (deceased) - \$6,813.97
 - b. Dorothy Brittin - \$6,372.96
 - c. Dawn Peluso - \$2,032.59
 - d. Jacklyn Schonewolf - \$2,240.06
 - e. Vincent Giangiuolo - \$661.36
 - f. Robert Ingram - \$6,606.90
 - g. Robert Davis - \$1,888.68
 - h. Karen Muse - \$1,059.27
 - i. Adria Cruz - \$4,605.86
 - j. Carmen Jimenez - \$3045.57

3. Investments under Trustee Accounts:

\$182,165.44 CD @ Susquehanna Bank 1.25% - Matures 6/30/12
\$170,000.00 CD @ Susquehanna Bank 2% - Matures 4/21/14
\$200,000.00 CD Susquehanna Bank 1.25% - Matures 6/30/12
\$150,000.00 CD Susquehanna Bank 1.10% - Matures 5/13/12
\$45,023.91 Money Market

4. Financial Reports are attached.

Respectfully submitted,



Robin Fair
Treasurer

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2011 - DECEMBER 31, 2011
FOR MONTH OF DECEMBER

<u>ACC'T TITLE</u>	<u>BUDGET</u>	<u>MTD COLL.</u>	<u>YTD COLL.</u>	<u>MTD BILLINGS</u>	<u>YTD BILLINGS</u>
4001 RESIDENTIAL	2,190,000.00	\$ 145,001.05	\$ 2,066,954.61	\$ (1,172.02)	\$ 2,211,876.83
4004 COMMERCIAL	1,200,000.00	\$ 37,897.36	\$ 1,237,301.38	\$ 21,111.54	\$ 1,140,268.39
4005 PENALTY	25,000.00	\$ 3,269.49	\$ 32,492.29	\$ 926.07	\$ 32,083.85
4002 MERCH	175,000.00	\$ 86,684.00	\$ 175,191.16	\$ 86,684.00	\$ 175,191.16
4003 C/H	24,000.00		\$ 25,907.04		\$ 25,907.04
4012 OTHER INCOME	5,000.00	\$ 200.00	\$ 850.70		\$ 850.70
4013 INVEST INT	10,000.00	\$ 101.77	\$ 2,734.77		\$ 2,734.77
4014 TRUSTEE INT	40,000.00		\$ 18,511.53		\$ 18,511.53
4016 PERMITS (RES)	20,000.00		\$ 6,807.00		\$ 6,807.00
4019 PERMITS (COMM)	50,000.00		\$ 12,575.89		\$ 12,575.89
4020-JIF INS PREMIUM	18,000.00	\$ 9,998.56	\$ 9,998.56		\$ 9,998.56
4021 PERMITS (MERCH)	1,000.00		\$ 1,910.00		\$ 1,910.00
4017-18- FILING-INSP.	\$1,000.00		\$ 195.00		\$ 195.00
4050 INT./NOTES PAY.	1,000.00	21.35	\$ 399.77		\$ 399.77
Liquidation of Bond	159,495.00				
TOTALS	3,919,495.00	283,173.58	3,591,829.70	107,549.59	3,639,310.49

	<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
<u>CAPITAL BUDGET</u>	\$ 222,000.00		\$ 37,279.97	
CONSTRUCTION IN PROGRESS	\$ 25,000.00		324.80	Twp billed for 1/2
NJEIT - STIMULUS PROJECTS	\$932,000.00		143,785.85	
CAPITAL BUDGET	\$ 1,179,000.00	\$ -	\$ 181,390.62	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$139,729.28
PAYROLL	\$3,941.92
REVENUE	\$ -
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 17,810.89
R & R	\$ 252,165.44
GENERAL	\$ 477,213.02

Range of Revenue Accounts: 1-01-00-410-001 to 1-01-00-430-001 Current Period: 12/01/11 to 12/31/11
 Range of Budget Accounts: 1-01-01-510-501 to 1-01-03-600-002 Year To Date As of: 12/31/11 Prior Year As of: 12/31/10
 Skip Zero YTD Activity: No Include Non-Budget Accounts: No Department Page Break: No Subtotal Budget CAFR: No Subtotal Budget Department: No
 Subtotal Revenue CAFR: No Subtotal Revenue Department: No

Anticipated = Adopted + Amended
 Excess/Deficit = YTD Revenue - Anticipated + Cancel
 Budgeted = Adopted + Amended + Transfers
 * Current Year Account Does Not Exist

Expended = Expended - Reimbursed
 Balance = Budgeted - YTD Expd - Cancel
 Total Available Revenues = YTD Revenue - YTD Expended
 % Realized = (YTD Revenue/(Anticip.- Cancel)) * 100 (For accts w/Anticip)
 % Expended = (YTD Expended/(Budgeted - Cancel)) * 100

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit %
1-01-00-410-001	Residential	2,128,582.35	2,190,000.00	1,072.02	2,211,976.83	0.00	21,976.83
1-01-00-410-002	Merchantville	251,025.30	175,000.00	86,684.00	175,191.16	0.00	191.16
1-01-00-410-003	Cherry Hill	24,650.70	24,000.00	0.00	25,907.04	0.00	1,907.04
1-01-00-410-004	Commercial	1,099,444.53	1,200,000.00	21,111.54	1,140,268.39	0.00	59,731.61
1-01-00-410-005	A/R Penalty	28,366.32	25,000.00	926.07	32,083.85	0.00	7,083.85
1-01-00-415-001	Permits- Residential	10,756.00	20,000.00	0.00	6,807.00	0.00	13,193.00
1-01-00-415-002	Permits - Commercial	400.00	50,000.00	0.00	12,575.89	0.00	37,424.11
1-01-00-415-003	Permits - Merchantville	0.00	1,000.00	0.00	1,910.00	0.00	910.00
1-01-00-420-001	Other Income	7,286.78	5,000.00	200.00	850.70	0.00	4,149.30
1-01-00-420-002	Application and Inspection Feed	90.00	1,000.00	0.00	195.00	0.00	805.00
1-01-00-420-003	* Inspection Fees	240.00	0.00	0.00	0.00	0.00	0.00
1-01-00-420-004	JIF Insurance Premium Refund	10,240.00	18,000.00	9,998.56	9,998.56	0.00	8,001.44
1-01-00-420-005	Int on Lend-a-Hand Accounts	746.08	1,000.00	21.35	399.77	0.00	600.23
1-01-00-425-001	Interest from Operating Fund	2,909.55	10,000.00	101.77	2,734.97	0.00	7,265.03
1-01-00-425-002	Interest from Trustee Accounts	20,117.77	40,000.00	0.00	18,511.53	0.00	21,488.47
1-01-00-430-001	Anticipated Fund Balance	0.00	159,495.00	0.00	0.00	0.00	159,495.00
Revenue Total		3,584,855.38	3,919,495.00	117,971.27	3,639,410.69	0.00	280,084.31

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance %
1-01-01-510-501	ADMIN PSA Management	215,083.14	227,000.00	20,800.26	223,288.26	0.00	3,711.74
1-01-01-510-502	ADMIN Office Staff	261,454.40	275,000.00	20,584.00	274,957.04	0.00	42.96
1-01-01-510-503	ADMIN: Commissioners	15,000.00	15,000.00	1,250.00	15,000.00	0.00	0.00
1-01-01-510-504	ADMIN: Legal Salary	18,200.04	19,000.00	0.00	18,200.00	0.00	800.00
1-01-01-510-600	ADMINISTRATION FRINGE BENEFITS						
1-01-01-510-601	ADMIN: PERS/Employers Liabl	55,000.00	77,200.00	0.00	77,188.00	0.00	12.00
1-01-01-510-602	ADMIN: Social Security	40,586.39	46,000.00	2,685.51	41,187.15	0.00	4,812.85
1-01-01-510-603	ADMIN: Unemp./Disabili	3,313.05	4,500.00	11.90	3,670.61	0.00	829.39

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance %
1-01-01-510-604	ADMIN: Hospital Benefits	84,133.26	86,000.00	46.10	83,435.04	0.00	2,564.96
1-01-01-510-605	ADMIN: Vision, Dental & Rx	42,365.24	44,000.00	0.00	42,021.74	0.00	1,978.26
1-01-01-510-607	ADMIN: Sick/Vac Payback	54,201.40	60,500.00	1,734.00	59,065.00	0.00	1,435.00
1-01-01-510-700	ADMINISTRATION OTHER EXPENSES						
1-01-01-510-721	ADMIN: Legal Fees	0.00	5,000.00	0.00	625.53	0.00	4,374.47
1-01-01-510-722	ADMIN: Audit	35,859.40	35,000.00	0.00	31,000.00	0.00	4,000.00
1-01-01-510-723	ADMIN: Other Professional Fees	29,154.42	8,000.00	300.00	4,522.50	0.00	3,477.50
1-01-01-510-736	ADMIN: Public Officials Liab.	7,764.14	5,600.00	0.00	4,822.47	0.00	777.53
1-01-01-510-750	ADMIN: Office Supplies & Expense	7,354.08	12,000.00	855.83	10,331.88	0.00	1,668.12
1-01-01-510-751	ADMIN: Postage	13,498.73	16,000.00	0.00	12,594.00	0.00	3,406.00
1-01-01-510-752	ADMIN: Advertising & Printing	5,828.63	12,000.00	2,554.60	7,250.16	0.00	4,749.84
1-01-01-510-753	ADMIN: Telephone	17,214.29	24,000.00	1,324.19	15,146.94	0.00	8,853.06
1-01-01-510-754	ADMIN: Miscellaneous Exp	1,304.37	5,000.00	2,411.00	3,186.00	0.00	1,814.00
1-01-01-510-755	ADMIN: Service Contracts	9,766.05	12,000.00	273.37	9,046.15	0.00	2,953.85
1-01-01-510-756	ADMIN: Equipment Rental	3,080.00	4,000.00	0.00	2,622.00	0.00	1,378.00
1-01-01-510-757	ADMIN: Building Utilities	31,494.25	37,000.00	1,293.84	23,129.68	0.00	13,870.32
1-01-01-510-758	ADMIN: Building Exp. & Repairs	10,831.79	17,000.00	805.99	7,993.08	0.00	9,006.92
1-01-01-510-759	ADMIN: Financial Exp	4,665.00	6,200.00	0.00	6,175.00	0.00	25.00
1-01-01-510-760	ADMIN: Bad Debt Exp	0.00	500.00	0.00	0.00	0.00	500.00
1-01-01-510-762	ADMIN: Education/Dues	6,650.61	6,000.00	198.19	3,866.28	0.00	2,133.72
1-01-01-510-763	ADMIN: Civic Involvement	32,500.00	35,000.00	0.00	32,900.00	0.00	2,100.00
1-01-02-520-500	COST OF SERVICE SALARIES						
1-01-02-520-505	O&M: Union Salaries	816,392.38	895,000.00	66,863.39	878,131.78	0.00	16,868.22
1-01-02-520-506	O&M: Management Salaries	245,680.64	255,000.00	20,764.64	251,122.64	0.00	3,877.36
1-01-02-520-600	COST OF SERVICE FRINGE BENEFIT						
1-01-02-520-601	O&M: PERS	67,126.73	77,200.00	0.00	77,188.00	0.00	12.00
1-01-02-520-602	O&M: Social Securit	85,720.38	96,000.00	7,562.37	92,325.91	0.00	3,674.09
1-01-02-520-603	O&M: Unemployment & Disability	3,484.08	5,500.00	0.00	4,398.33	0.00	1,101.67
1-01-02-520-604	O&M: Hospitalization Benefits	222,116.41	258,000.00	184.40	257,521.44	0.00	478.56
1-01-02-520-605	O&M: Vision, Dental & Rx	96,028.80	110,000.00	0.00	101,492.76	0.00	8,507.24
1-01-02-520-607	O&M: Sick/vac Payback	67,653.84	76,000.00	4,602.00	70,384.51	0.00	5,615.49
1-01-02-520-608	O&M: Uniform Exp.	2,107.81	9,000.00	0.00	6,481.34	0.00	2,518.66
1-01-02-520-700	COST OF SERVICE OTHER EXPENSES						
1-01-02-520-711	O&M: Engineer Fees	13,543.20	25,000.00	1,166.17	7,198.55	0.00	17,801.45
1-01-02-520-731	O&M: General Liability/Auto Ins	20,966.33	24,000.00	0.00	23,342.78	0.00	657.22
1-01-02-520-732	O&M: Worker's Comp Insurance	43,357.47	45,600.00	0.00	45,376.60	0.00	223.40
1-01-02-520-733	O&M: Property	23,702.86	27,000.00	0.00	26,623.12	0.00	376.88
1-01-02-520-735	O&M: Fund Expense (JIF)	3,835.10	4,200.00	0.00	4,130.20	0.00	69.80
1-01-02-520-741	O&M: Uninsured Liabilities	2,242.60	10,000.00	990.00	1,187.95	0.00	8,812.05
1-01-02-520-755	O&M: Service Contracts	22,133.89	35,000.00	0.00	22,282.67	0.00	12,717.33

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance %
1-01-02-520-764	O&M: Station Utilities	212,152.03	230,000.00	15,188.08	209,478.81	0.00	20,521.19
1-01-02-520-765	O&M: Trash Removal	8,851.93	12,000.00	576.00	8,682.75	0.00	3,317.25
1-01-02-520-766	O&M: Oper & Maint Expense	29,989.48	60,000.00	2,710.80	36,853.78	0.00	23,146.22
1-01-02-520-767	O&M: Safety Expense	1,394.69	5,000.00	146.95	4,600.85	0.00	399.15
1-01-02-520-768	O&M: Landscaping	7,305.00	8,000.00	290.00	7,447.50	0.00	552.50
1-01-02-520-769	O&M: Vehicle & Repair Exp	22,652.01	30,000.00	1,567.78	21,451.32	0.00	8,548.68
1-01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	29,526.82	48,000.00	35.00	34,029.39	0.00	13,970.61
1-01-02-520-771	O&M: Collection System Exp	32,331.96	45,000.00	3,693.38	37,664.70	0.00	7,335.30
1-01-02-520-772	O&M: Emergency Repairs	93,459.63	110,000.00	20,447.00	91,695.00	0.00	18,305.00
1-01-02-520-773	O&M: Emergency Station Repairs	47,357.19	100,000.00	41,080.36	89,987.02	0.00	10,012.98
1-01-02-520-774	O&M: Chemicals	0.00	2,000.00	0.00	0.00	0.00	2,000.00
1-01-02-520-775	O&M: Permits & Licensing	0.00	4,000.00	1,640.00	3,508.22	0.00	491.78
Expenditure Total		3,227,415.94	3,701,000.00	246,637.10	3,427,812.43	0.00	273,187.57

Fund	Description	Prior Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenue
1-01	OPERATING FUND	117,971.27	3,639,410.69	3,227,415.94	246,637.10	3,427,812.43	211,598.26

The Chairman asked the Superintendent, Thom Tillinghast, for his report.

See Superintendent's Report

The Chairman asked for the Engineers reports.

See Report from Paul Kelley for Dennis Yoder
See Report from Jeff Winegar

The Chairman asked the Commissioners for any reports.

Mr. Lutz	Happy New Year and good health to everyone in the coming year.
Mr. Schofield	Congratulations, a great job by all. Look forward to working with everyone.
Mr. Bundy	Absent
Mr. Cummings	Congratulations all and Happy New Year.
Mr. Pennestri	Congratulations to all appointees.

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

Mr. Luthman had no report.

The Chairman asked for Mr. Orth, the Executive Director's report.

Mr. Orth thanked the Commissioners and expressed the appreciation of all the management appointees. He announced that Cindy Luthman is presently working part time in the office. The following correspondence was presented.

- #1 R&V Re: 2012 Annual Maintenance and Repair of Electrical & Mechanical Apparatus
Contract No. 12-01Rec'd 1/9/12
- #2 R&V Re: 2012 Annual Sewer System Repairs Contract No. 12-02Rec'd 1/9/12

Mr. Orth stated that a closed session was necessary for discussion of personnel matters. Mr. Pennestri moved to close the regular session, seconded by Mr. Schofield. All present consented by saying aye.

Respectfully submitted,



Bill Orth, Secretary

Superintendent's Report

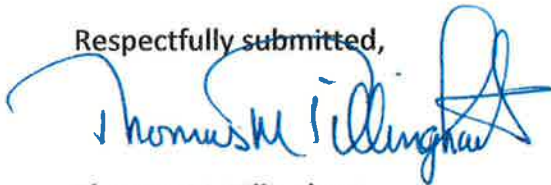
Meeting of January 10, 2012

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

In regular and preventative maintenance we flushed 62,215 feet of line. No line was root cut and 592 feet was TV'd. We responded to 55 calls for service. The call breakdown is as follows:

Main Line stoppages:	5
Vent stoppages:	23
Station alarms:	10
Miscellaneous services:	17

Respectfully submitted,



Thomas M. Tillinghast
Superintendent

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Edward J. Walberg, PE, PP, CME
Thomas F. Beach, PE, CME
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300 Penhryn Avenue, 3rd Floor
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(201) 624-2136 (fax)

January 5, 2012

David A. Luthman, Esq.
Parker McCay, PA
7001 Lincoln Drive W.
PO Box 974
Marlton, NJ 08053



**Re: Pennsauken Sewerage Authority
2012 Annual Contracts
Contract No. 12-02 Sewer System Repairs
Contract No. 12-01 Maintenance & Repair of Electrical & Mechanical
Our File No. 0427M026**

Dear Mr. Luthman:

With reference to the above project, enclosed for your review please find the following information from bids received on January 5, 2012.

- Contract No. 12-01
Copies of the bid information from Longo Electrical-Mechanical, Inc. and Municipal Maintenance Co.
- Contract No. 12-02
Copies of the bid information from SAR Automotive Equipment

Sincerely,
REMINGTON & VERNICK ENGINEERS

By *Paul Keller for*

Dennis K. Yoder, P.E., P.P., C.M.E.

DKY:gar
enclosure
cc: William F. Orth, Executive Director

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(201) 624-2136 (fax)

January 5, 2012

Mr. William Orth, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Blvd.
Pennsauken, NJ 08109

RE: Monthly Activity Report

Dear Bill:

The following is a status report of activities since the last Authority meeting.

1. ACTION ITEMS :

- a. Award of a contracts for Annual Maintenance & Repairs of Electrical and Mechanical Equipment to Longo Electric for the amount of \$56,900.00 and to Municipal Maintenance for the amount of \$68,800.00.
- b. Award of a contract for Annual Sewer System Repairs to SAR Automotive Equipment for the amount of \$159,050.00.

2. ENGINEERING IN PROGRESS : None

3. CONSTRUCTION IN PROGRESS :

Pennsauken Golf Course Villas – Shop drawings are being processed.
The contractor is to give notice in advance of construction activities.

Very truly yours,

REMINGTON & VERNICK ENGINEERS

By *Paul Kelley* For
Dennis K. Yoder, P.E., P.P., C.M.E.

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January 5, 2012

VIA Email and Regular Mail

Mr. William F. Orth, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Blvd.
Pennsauken, NJ 08110

Re: Activity Report for January 10, 2012 Meeting

Dear Mr. Orth:

The following constitutes T&M's Activity Report for the Pennsauken Sewerage Authority's January 10, 2012 meeting:

Sulfide Investigation

Following up on the odor issues and high hydrogen sulfide levels in the PSA system, T&M met with Thom Tillinghast and Bill Orth on November 17, 2011 to discuss the results of sulfide testing and potential future action. Based on that meeting, the PSA was to adjust the cycle time for the Airport Road pump station to reduce the wet well holding time. In addition, three additional sulfide testing locations were determined. The PSA instructed VAL Associates Laboratory, Inc. to sample the new locations that were identified. T&M received the sulfide test results for testing performed on November 17 and December 28, 2011. After having reviewed the test results with Thom Tillinghast, it was determined that T&M and the PSA would meet to discuss the next phase of the investigation after the January results are obtained and reviewed.

System Flooding

T&M met with Thom Tillinghast of the PSA on September 14, 2011 to look at areas of sanitary sewer system flooding, primarily the intersection of Magnolia and Florida. System investigation into the causes of the flooding, overflow piping design, sewerage overflow vaults were discussed as possible mitigation measures for the areas experiencing flooding. T&M provided a proposal to the PSA for investigation and engineering on October 3, 2011.

The initial investigation requires access to the pipe system to perform video inspection or smoke testing. This testing is best performed during dry weather periods to reduce the volume of by-pass pumping. T&M has been in contact with Thom Tillinghast regarding scheduling of the testing, however weather has not been cooperative. Once test results are received, T&M will require authorization to proceed with services included in our pending proposal submitted on October 3, 2011.

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Mr. William F. Orth, Executive Director
Re: Activity Report for January 10, 2012 Meeting

January 5, 2012
Page 2

Should you have any questions, please contact me.

Very truly yours,

T&M ASSOCIATES

A handwritten signature in black ink, reading 'Jeffrey B. Winegar'. The signature is written in a cursive style with a large, looping initial 'J'.

Jeffrey B. Winegar, P.E.
Group Manager

Cc: Edwin J. Steck, P.E., C.M.E.

MEMORANDUM

TO: DENNIS YODER
FROM: PAUL KELLEY
RE: Pennsauken Sewerage Authority (Contract 12-01)
PSA 2012 Annual Maintenance & Repair of Electrical and Mechanical Equipment
0427M026
DATE: 5-Jan-12

I have reviewed the bids submitted for the above referenced project and have found no apparent errors and/or omissions. A copy of the bid tabulation has been attached for your review.

The list of successful bidders is as follows:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
LONGO ELECTRICAL	\$56,900.00
MUNICIPAL MAINTENANCE	\$68,800.00
FALASCA MECHANICAL	\$170,321.60

R REMINGTON & VERNICK ENGINEERS
VIBID TABULATION

PROJECT NAME: PSA 2012 Annual Maintenance & Repair of Electrical and Mechanical Equipment
PROJECT NUMBER: 0427M026
CLIENT: Pennsauken Sewerage Authority (Contract 12-01)

#	DESCRIPTION	QUANTITY & UNITS	LONGO ELECTRICAL One Harry Shupe Blvd. Wharton, NJ 07885 973-537-0400 (BB, CS, SS, etc.)		MUNICIPAL MAINTENANCE 1352 TAYLORS LANE CINNAMINSON, NJ 08077 856-786-9434 (10%NTE20KBB, CS, SS, etc.)		FALASCA MECHANICAL 3329 N. MILL ROAD VINELAND, NJ 08360 856-794-2010 (10%NTE20KBB, CS, SS, etc.)	
			UNITS	PRICE	TOTAL	UNITS	PRICE	TOTAL
1	Work at Owner's Site: One (1) mechanic, with tools and vehicle, straight time	80 HRS	\$65.00	\$5,200.00	\$85.00	\$6,800.00	\$115.00	\$9,200.00
2	Work at Owner's Site: One (1) mechanic, with tools and vehicle, overtime	60 HRS	\$80.00	\$4,800.00	\$85.00	\$5,100.00	\$216.00	\$12,960.00
3	Work at Owner's Site: One (1) mechanic's helper, straight time	80 HRS	\$40.00	\$3,200.00	\$75.00	\$6,000.00	\$89.00	\$7,120.00
4	Work at Owner's Site: One (1) mechanic's helper, overtime	60 HRS	\$50.00	\$3,000.00	\$75.00	\$4,500.00	\$169.00	\$10,140.00
5	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, straight time	120 HRS	\$85.00	\$10,200.00	\$100.00	\$12,000.00	\$206.50	\$24,780.00
6	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, overtime	100 HRS	\$100.00	\$10,000.00	\$100.00	\$10,000.00	\$295.00	\$29,500.00
7	Work at Owner's Site: One (1) electrician's helper (apprentice), straight time	120 HRS	\$40.00	\$4,800.00	\$30.00	\$3,600.00	\$129.00	\$15,480.00
8	Work at Owner's Site: One (1) electrician's helper (apprentice), overtime	100 HRS	\$45.00	\$4,500.00	\$40.00	\$4,000.00	\$205.00	\$20,500.00
9	Work at Contractor's Shop: One (1) mechanic, with tools	80 HRS	\$50.00	\$4,000.00	\$60.00	\$4,800.00	\$110.55	\$8,844.00
10	Work at Contractor's Shop: One (1) mechanic's helper	80 HRS	\$15.00	\$1,200.00	\$60.00	\$4,800.00	\$89.47	\$7,157.60

R REMINGTON & VERNICK ENGINEERS
V BID TABULATION

PROJECT NAME: PSA 2012 Annual Maintenance & Repair of Electrical and Mechanical Equipment
PROJECT NUMBER: 0427M026
CLIENT: Pennsauken Sewerage Authority (Contract 12-01)

#	DESCRIPTION	QUANTITY & UNITS	LONGO ELECTRICAL One Harry Shupe Blvd. Wharton, NJ 07885 973-537-0400 ((BB, CS, SS, etc.))		MUNICIPAL MAINTENANCE 1352 TAYLORS LANE CINNAMINSON, NJ 08077 856-786-9434 ((10%NTE20KBB, CS, SS, etc.))		FALASCA MECHANICAL 3329 N. MILL ROAD VINELAND, NJ 08360 856-794-2010 ((10%NTE20KBB, CS, SS, etc.))	
			UNITS PRICE	TOTAL	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL
11	Work at Contractor's Shop: One (1) electrician (journeyman), with tools	80 HRS	\$60.00	\$4,800.00	\$60.00	\$4,800.00	\$178.50	\$14,280.00
12	Work at Contractor's Shop: One (1) electrician's helper (apprentice)	80 HRS	\$15.00	\$1,200.00	\$30.00	\$2,400.00	\$129.50	\$10,360.00
TOTAL CONSTRUCTION COST					\$56,900.00		\$68,800.00	\$170,321.60

MEMORANDUM

TO: DENNIS YODER
FROM: PAUL KELLEY
RE: Pennsauken Sewerage Authority (Contract 12-02)
Pennsauken Sewerage Authority 2012 Annual Sewer System Repairs
0427M026
DATE: 5-Jan-12

I have reviewed the bids submitted for the above referenced project and have found one apparent errors and/or omissions with the bid package from SAR Automotive Equipment. There was a multiplication error on Line Item #13, and the Total Amount Bid was off by \$1,000.00. A copy of the bid tabulation has been attached for your review.

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
SAR AUTOMOTIVE EQUIP.	\$159,050.00
MIDWEST CONSTRUCTION, INC	\$177,790.40
4RO SERVICES.COM INC.	\$184,300.00

The low bidder is: SAR AUTOMOTIVE EQUIP.
The high bidder is: 4RO SERVICES.COM INC.



REMINGTON & VERNICK ENGINEERS
BID TABULATION

PROJECT NAME:
 Pennsauken Sewerage Authority 2011 Annual Sewer System Repairs
PROJECT NUMBER:
 0427M024
CLIENT:
 Pennsauken Sewerage Authority (Contract 11-02)

#	DESCRIPTION	QUANTITY & UNITS	SAR AUTOMOTIVE EQUIP. 111 GLOUCESTER PIKE BARRINGTON, NJ 08007 855-547-8700 (10% CS. SS. etc.)		MIDWEST CONSTRUCTION, INC. 1752 ROUTE 206 SOUTHAMPTON, NJ 08088 609-388-4279 (10% NTE20KBB. CS. SS. etc.)		4RO SERVICES.COM INC. 650 DEER ROAD CHERRY HILL, NJ 08034 856-795-6668 (10% NTE20KBB. CS. SS. etc.)		
			UNITS PRICE	TOTAL	AS BID	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL
1	Supervision, emergency rate (foremen and superintendents)	300 HR	\$100.00	\$30,000.00		\$175.86	\$52,758.00	\$115.00	\$34,500.00
2	Laborer, emergency rate	600 HR	\$85.00	\$51,000.00		\$57.75	\$34,650.00	\$110.00	\$66,000.00
3	Operator, emergency rate	240 HR	\$95.00	\$22,800.00		\$77.06	\$18,494.40	\$165.00	\$39,600.00
4	Trenching machine (backhoe)	120 HR	\$75.00	\$9,000.00		\$75.00	\$9,000.00	\$50.00	\$6,000.00
5	Excavator	40 HR	\$100.00	\$4,000.00		\$150.00	\$6,000.00	\$100.00	\$4,000.00
6	Dump truck	200 HR	\$75.00	\$15,000.00		\$85.00	\$17,000.00	\$40.00	\$8,000.00
7	Utility truck	250 HR	\$15.00	\$3,750.00		\$70.00	\$17,500.00	\$25.00	\$6,250.00
8	Compressor	200 HR	\$50.00	\$10,000.00		\$25.00	\$5,000.00	\$15.00	\$3,000.00
9	Cold patch, grade B, 6" thick, complete in place	100 SY	\$45.00	\$4,500.00		\$92.88	\$9,288.00	\$35.00	\$3,500.00
10	Select backfill, complete in place	50 CY	\$20.00	\$1,000.00		\$23.00	\$1,150.00	\$23.00	\$1,150.00
11	Trench stabilization material and stone for trench dewatering, complete in place	100 CY	\$40.00	\$4,000.00		\$26.00	\$2,600.00	\$30.00	\$3,000.00
12	Dewatering system, complete in place	40 HR	\$50.00	\$2,000.00		\$65.00	\$2,600.00	\$175.00	\$7,000.00
13	Initial backfill material, complete in place	100 CY	\$20.00	\$2,000.00		\$17.50	\$1,750.00	\$23.00	\$2,300.00
TOTAL CONSTRUCTION COST				\$159,050.00			\$177,790.40		\$184,300.00

REMINGTON & VERNICK ENGINEERS AND AFFILIATES

EDWARD VERNICK, PE, CME, President
CRAIG F. REMINGTON, PLS, PP, Vice President

EXECUTIVE VICE PRESIDENTS
Michael D. Vena, PE, PP, CME (deceased 2006)
Edward J. Walberg, PE, PP, CME
Thomas F. Beach, PE, CME
Richard G. Arango, PE, CME

**DIRECTOR OF OPERATIONS
CORPORATE SECRETARY**
Bradley A. Blubaugh, BA, MPA

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Madison, NJ 08033
(856) 795-9395
(856) 795-1882 (fax)

**Remington, Vernick
& Vena Engineers**
9 Allen Street
Trenton, NJ 08673
(732) 286-9229
(732) 505-8416 (fax)

1 Locarno Boulevard, Suite 300-400
Walpole, NJ 08957
953-8500
(2) 591-2815 (fax)

**Remington, Vernick
& Walberg Engineers**
345 North Main Street
Pleasantville, NJ 08232
(609) 645-7110
(609) 645-7076 (fax)

4907 New Jersey Avenue
Wildwood City, NJ 08260
(609) 522-5150
(609) 522-5313 (fax)

**Remington, Vernick
& Beach Engineers**
922 Fayette Street
Conshohocken, PA 19328
(610) 940-1050
(610) 940-1151 (fax)

5010 East Tumble Road, Suite 203
Mechanicsburg, PA 17050
(717) 766-1775
(717) 766-0232 (fax)

U.S. Steel Tower
600 Grant Street, Suite 1251
Pittsburgh, PA 15219
(412) 263-2200
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(302) 266-0217
(302) 266-6208 (fax)

**Remington, Vernick
& Arango Engineers**
E- Presidential Center
Building, Suite 600
Suite 130
Lancaster, NJ 08077
(856) 303-1245
(856) 303-1249 (fax)

300 Penning Avenue, 3rd Floor
Seaucus, NJ 07094
(201) 624-2137
(201) 624-2136 (fax)

January 5, 2012

William F. Orth, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Boulevard
Pennsauken, NJ 08110



**Re: Pennsauken Sewerage Authority
2012 Annual Sewer System Repairs
Contract No. 12-02
Our File No. 0427M026**

Dear Mr. Orth:

We have tabulated the bids received on January 5, 2012, with reference to the above-captioned project and find the low bidder to be SAR Automotive Equipment, in the amount of \$159,050.00, representing Base Bid, Items 1 through 13. A copy of the tabulation is enclosed for your review.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq, the contract should be awarded to the lowest responsible bidder, which appears to be SAR Automotive Equipment. The award should be contingent upon approval of your solicitor and monies being available.

Sincerely,
REMINGTON & VERNICK ENGINEERS

By *Paul Kelly For*
Dennis K. Yoder, P.E., P.P., C.M.E.

DKY:gar
enclosures
cc: David Luthman, Esq.

MEMORANDUM

TO: DENNIS YODER
FROM: PAUL KELLEY
RE: Pennsauken Sewerage Authority (Contract 12-02)
Pennsauken Sewerage Authority 2012 Annual Sewer System Repairs
0427M026
DATE: 5-Jan-12

I have reviewed the bids submitted for the above referenced project and have found one apparent errors and/or omissions with the bid package from SAR Automotive Equipment. There was a multiplication error on Line Item #13, and the Total Amount Bid was off by \$1,000.00. A copy of the bid tabulation has been attached for your review.

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
SAR AUTOMOTIVE EQUIP.	\$159,050.00
MIDWEST CONSTRUCTION, INC	\$177,790.40
4RO SERVICES.COM INC.	\$184,300.00

The low bidder is: SAR AUTOMOTIVE EQUIP.
The high bidder is: 4RO SERVICES.COM INC.

R REMINGTON & VERNICK ENGINEERS
V BID TABULATION

PROJECT NAME: Pennsauken Sewerage Authority 2011 Annual Sewer System Repairs
PROJECT NUMBER: 0427M024
CLIENT: Pennsauken Sewerage Authority (Contract 11-02)

#	DESCRIPTION	QUANTITY & UNITS	SAR AUTOMOTIVE EQUIP. 111 GLOUCESTER PIKE BARRINGTON, NJ 08007 856-547-8700 (BB, CS, SS, etc.)		MIDWEST CONSTRUCTION, INC. 1752 ROUTE 206 SOUTHAMPTON, NJ 08086 609-388-4279 (10%NTE20KBB, CS, SS, etc.)		4RO SERVICES.COM INC. 650 DEER ROAD CHERRY HILL, NJ 08034 856-795-6668 (10%NTE20KBB, CS, SS, etc.)		
			UNITS PRICE	TOTAL	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL	
1	Supervision, emergency rate (foremen and superintendents)	300 HR	\$100.00	\$30,000.00					
2	Laborer, emergency rate	600 HR	\$85.00	\$51,000.00					
3	Operator, emergency rate	240 HR	\$95.00	\$22,800.00					
4	Trenching machine (backhoe)	120 HR	\$75.00	\$9,000.00					
5	Excavator	40 HR	\$100.00	\$4,000.00					
6	Dump truck	200 HR	\$75.00	\$15,000.00					
7	Utility truck	250 HR	\$15.00	\$3,750.00					
8	Compressor	200 HR	\$50.00	\$10,000.00					
9	Cold patch, grade B, 6" thick, complete in place	100 SY	\$45.00	\$4,500.00					
10	Select backfill, complete in place	50 CY	\$20.00	\$1,000.00					
11	Trench stabilization material and stone for trench dewatering, complete in place	100 CY	\$40.00	\$4,000.00					
12	Dewatering system, complete	40 HR	\$50.00	\$2,000.00					
13	Initial backfill material, complete in place	100 CY	\$20.00	\$2,000.00					
TOTAL CONSTRUCTION COST					\$159,050.00		\$177,790.40		\$184,300.00

AS BID

\$1,000.00

\$158,050.00