

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 Burlington County Times Newspapers and posted at the Pennsauken Municipal Building and the Pennsauken Sewerage Authority in accordance with the Sunshine Law.

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

Mr. Oren Lutz
Mr. Gregory Schofield
Mr. Dennis Archible
Mr. Timothy Ellis

Also present were:

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

Absent was:

Mr. James Pennestri, Commissioner

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

Mr. Luthman presented Pennsauken Township Resolution No. 2015:50 appointing Timothy Ellis to a five year term as PSA Commissioner commencing January 1, 2015 and ending December 31, 2019. The Oath of Office was administered and the document signed.

Mr. Luthman presented Resolution 15-01 Nominations for the office of Chairman.

Mr. Archible moved for adoption of Resolution 15-01 with the name of Oren Lutz as Chairman, seconded by Mr. Ellis. On roll call all Commissioners present voted yes on roll call. Mr. Pennestri was absent. Mr. Lutz abstained and the motion carried.

See Resolution No. 15-01

Mr. Lutz presented Resolution 15-02, Nominations for the office of Vice-Chairman.

Mr. Archible moved for adoption of Resolution No. 15-02 with the name of Gregory Schofield, seconded by Mr. Ellis. All Commissioners present voted yes on roll call. Mr. Schofield abstained and the motion carried.

See Resolution No. 15-02

**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 5, 2015 and expiring December 31, 2019.

TIM ELLIS

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 Tim Ellis.

ADOPTED by the Mayor and Township Committee of the Township of Pennsauken at the Reorganization Meeting held on January 5, 2015.

TOWNSHIP OF PENNSAUKEN

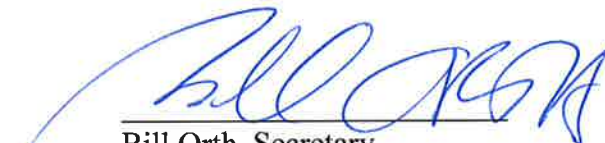


Gene Padalino

Township Clerk

**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, 2015 or until his successor is elected.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Abstain
Mr. Schofield – Yes
Mr. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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, 2015 or until his successor is elected.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Abstain

Mr. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

Mr. Luthman administered the Oath of Office to both Chairman Lutz and Vice-Chairman Schofield and the documents were signed.

The Chairman presented the following group of appointments and designations for F/Y 2015 from Resolution 15-03 to and including Resolution 15-13.

Resolution No. 15-3 was presented by the Chairman, Appointment of William Orth as Executive Director and approval of his contract.

Resolution No. 15-4 was presented, Appointment of Robin Fair Treasurer and approval of her contract.

Resolution No. 15-5 was presented, Appointment of Mr. Thomas M. Tillinghast as Superintendent and approval of contract.

Resolution No. 15-6 was presented, Appointment of Mr. Alan Gudis Maintenance Supervisor with approval of contract.

Resolution No. 15-7 was presented, Appointment of Marco DiBattista as Supervisor and approval of his contract.

Resolution No. 15-08 Appointment of David A. Luthman, Esq. as the Solicitor.

Resolution No. 15-09 Appointment of Engineers with the names of Remington & Vernick, T & M Associates, Inc. and Pennoni Associates, Inc. as Engineers.

Resolution No. 15-10 Appointment of Bowman & Company as the Auditors.

Resolution No. 15-11 Appointment of Connor Strong Companies, Inc. as Insurance Broker/Risk Manager.

Resolution No. 15-15 Appointments of Appointment of Parker McCay as Bond Counsel.

Resolution No. 15-13 Cash Management Plan – Bill Orth as Fund Commissioner & Thomas M. Tillinghast as an Alternate.

Mr. Archible made a motion adopt Resolutions 15-03 thru 15-13 with the names so stated. Mr. Ellis seconded the motion. On roll call all Commissioners present voted yes. The appointments stand approved.

See Resolutions No. 15-03 to 15-13

The Chairman presented this next group of appointments and designations for F/Y 2015 from Resolution 15-14 to and including Resolution 15-17.

Resolution No. 15-14 Cash Management Plan – Designation of Depository as 1st Colonial Community Bank.

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

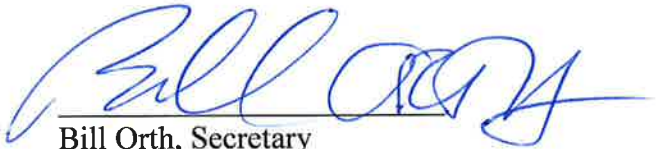
WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 6, 2015; and,

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, 2015 thru December 31, 2018.
2. The Executive Director shall enter a contract with the Pennsauken Sewerage Authority. 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. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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 6, 2015; 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, 2015 thru December 31, 2018.
2. The Treasurer shall enter a contract with the Pennsauken Sewerage Authority. 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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 6, 2015; 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 M. Tillinghast holds all required licenses.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Thomas M. Tillinghast is hereby employed as Superintendent for the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2018.
2. The Superintendent shall enter a contract with Pennsauken Sewerage Authority. 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. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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 6, 2015; 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, 2015 thru December 31, 2018.
2. The Maintenance Supervisor shall enter a contract with the Pennsauken Sewerage Authority. 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. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

WHEREAS, the Pennsauken Sewerage Authority having met for the purpose of reorganization on January 6, 2015; 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 Supervisor responsible for the day to day operations of the Authority's operations and maintenance personnel;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Marco DiBattista is hereby appointed Supervisor of the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2018.
2. The Supervisor shall enter a contract with the Pennsauken Sewerage Authority. 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 6, 2015 pursuant to N.J.S.A. 40:15A-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:13-5.

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, 2015 thru December 31, 2015 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, 2015 thru December 31, 2015. 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

WHEREAS, The Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 6, 2015, 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 2015 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:13-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Remington & Vernick Engineers, T&M Associates, Inc. and Pennoni Associates, Inc.** are hereby appointed and employed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2015 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 Engineers, T&M Associates, Inc.** and **Pennoni Associates, Inc.** have been appointed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2015. 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 6, 2015 and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ an auditor for the Fiscal Year 2014 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, 2015 thru December 31, 2015 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, 2015 thru December 31, 2015. 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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 6, 2015 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:13-1 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:13-5.

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, 2015 thru December 31, 2015 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, 2015 thru December 31, 2015. 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. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTMENT OF BOND COUNSEL**

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 6, 2015 pursuant to N.J.S.A. 40:15A-1 et seq., and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to employ and appoint a Bond Counsel of the State of New Jersey to act as Bond Counsel 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:13-5; and

WHEREAS, the Pennsauken Sewerage Authority issued a Request for Proposals in accordance with its fair and open policy, to procure the services of Bond Counsel; and

WHEREAS, the firm of Parker, McCay, P.A. responded in a timely and complete fashion and the administration of the Pennsauken Sewerage Authority having reviewed all responses to professional service RFP's and having recommended the appointment of Parker, McCay based upon its qualifications and history of representation of the Pennsauken Sewerage Authority.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Parker, McCay, P.A.** is hereby appointed and employed as Bond Counsel to the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2015 or until a successor has been appointed.
2. The aforementioned Bond Counsel shall enter a contract with the Pennsauken Sewerage Authority in the conformance with its response to the Authority's RFP for that position.
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 **Parker McCay, P.A.** has been appointed as Bond Counsel to the Pennsauken Sewerage Authority for a term of January 1, 2015 thru December 31, 2015.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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, 2015 and ending December 31, 2015 or until their successors are appointed.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

Pursuant to the requirements of N.J.S.A. 40A:5-15 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, 2015 and ending December 31, 2015.

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. 1st **Colonial 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 there 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.d 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.52:15B-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 startup 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

Resolution No. 15-15 Designations of Official Newspapers as the Courier Post, All Around Pennsauken, the Burlington County Times and the Philadelphia Inquirer.

Resolution No. 15-16 Bond of Treasurer.

Resolution No. 15-17 Surety Bond for Employees.

Mr. Archible moved to adopt Resolutions 15-14 thru 15-17 with the names so stated. Mr. Schofield seconded the motion. On roll call all Commissioners present voted yes. The appointments stand approved.

See Resolutions No. 15-14 to 15-17

The minutes of the meeting December 9, 2014 were presented for approval.

A motion was made by Mr. Ellis, seconded by Mr. Schofield 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\$344,655.92

Mr. Archible moved to pay the bills as presented, seconded by Mr. Ellis. On roll call all Commissioners present voted yes except Mr. Schofield who abstained. The motion carried.

See Bill List Attached

Approval of Utility Balance Adjustment #'s 10543 and 10577 were presented.

Mr. Schofield moved for the approval of adjustments while Mr. Ellis seconded the motion. On roll call all Commissioners present voted yes and the adjustments stand approved.

See Journals Attached

The Chairman moved to Old Business.

Mr. Lutz presented the Memorandum of Understanding (MOU) negotiated between the Teamsters Local Union #676 and the Pennsauken Sewerage Authority (PSA).

Mr. Archible moved for approval while Mr. Ellis provided the second. On roll call all Commissioners present voted yes except Mr. Schofield who abstained.

Resolution No. 15-20 Authorizing Execution of a Memorandum of Understanding between PSA and the Teamsters Union #676 and a full and complete Collective Bargaining Agreement was presented.

Mr. Archible made a motion to approve. Mr. Ellis seconded it. On roll call Mr. Schofield abstained. All other Commissioners present voted yes.

See Resolution No. 15-20

**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, 2015 and ending December 31, 2015.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

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

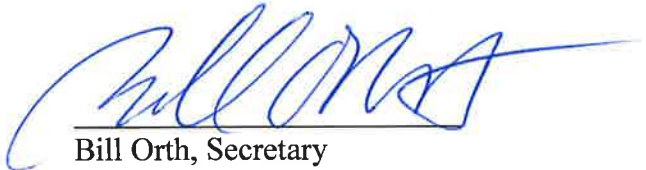
WHEREAS, N.J.A.C. 5:31-6.1 entitled "Surety Bond for Authority employees and officials" provides that all Authorities shall, by Resolution, determine minimum surety bonds for each employee and official, and;

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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

January 6, 2015

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$344,655.92

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 12/10/14 to 01/06/15
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPER MAN WIRE	OPERATING	MANUAL WIRES/TRANS			
770	12/16/14	PAYROLL PAYROLL ACCOUNT	34,858.94	12/31/14	1650
771	12/23/14	PAYROLL PAYROLL ACCOUNT	31,181.66	12/31/14	1653
772	12/30/14	PAYROLL PAYROLL ACCOUNT	34,512.31	12/31/14	1655
773	12/31/14	PAYROLL PAYROLL ACCOUNT	3.72	12/31/14	1656
774	01/06/15	PAYROLL PAYROLL ACCOUNT	76,121.11		1659

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	5	0	176,677.74	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	5	0	176,677.74	0.00

OPERATING	operating cash				
25772	12/18/14	MACANANY PATRICIA MACANANY	308.05	12/31/14	1652
25773	12/18/14	SAMS SAM'S CLUB	315.60	12/31/14	1652
25774	12/31/14	PETTY PETTY CASH	169.16	12/31/14	1658
25775	01/06/15	ARREFRES ARAMARK REFRESHMENT SRVC, LLC	38.99		1661
25776	01/06/15	BIG P.M.A.C.	200.00		1661
25777	01/06/15	BOWMAN BOWMAN & COMPANY, LLP	1,168.00		1661
25778	01/06/15	BP BP ENVIRONMENTAL SERVICES, INC	605.54		1661
25779	01/06/15	BURLTIME BURLINGTON COUNTY TIMES	103.02		1661
25780	01/06/15	CANON CANON SOLUTIONS AMERICA, INC.	116.56		1661
25781	01/06/15	CARQUEST CARQUEST AUTO PARTS	461.86		1661
25782	01/06/15	CCMUA CAMDEN COUNTY MUA	85.50		1661
25783	01/06/15	CIARROCC BENITO & NICOLINA CIARROCCHI	92.20		1661
25784	01/06/15	CINTAS CINTAS FIRST AID & SAFETY	150.23		1661
25785	01/06/15	COMCAST COMCAST	181.64		1661
25786	01/06/15	COURIER COURIER POST - DAILY JOURNAL	206.25		1661
25787	01/06/15	CUMMINGS JAMES J. CUMMINGS, JR.	46.10		1661
25788	01/06/15	DAILYNEW DAILY NEWS	187.20		1661
25789	01/06/15	DELTA DELTA DENTAL OF NJ, INC.	3,627.58		1661
25790	01/06/15	DIRENRGY DIRECT ENERGY BUSINESS	475.74		1661
25791	01/06/15	EDMUNDS Edmunds & Associates, Inc.	7,940.00		1661
25792	01/06/15	GALETON GALETON, INC.	476.78		1661
25793	01/06/15	GRAINGER GRAINGER	644.05		1661
25794	01/06/15	GROVE GROVE SUPPLY, INC.	371.63		1661
25795	01/06/15	INGRAM WILLIAM INGRAM	46.10		1661
25796	01/06/15	JARVIS Jarvis Electric Motors Inc.	226.00		1661
25797	01/06/15	LUTHMAN DAVID A. LUTHMAN	1,516.67		1661
25798	01/06/15	MACANANY PATRICIA MACANANY	308.05		1661
25799	01/06/15	MAUSSNER SPENCER V. MAUSSNER, INC.	56,693.00		1661
25800	01/06/15	NJAMERWA NEW JERSEY AMERICAN WTR CO INC	57.47		1661
25801	01/06/15	NJAWSTA NEW JERSEY AMERICAN WATER	64.45		1661
25802	01/06/15	NJFIRE NJ DIVISION OF FIRE SAFETY	148.00		1661
25803	01/06/15	NJUJIF NJ UTILITY AUTHORITIES JIF	60,272.18		1661
25804	01/06/15	OCC ONE CALL CONCEPTS, INC.	122.00		1661
25805	01/06/15	PBENNETT PAULINE BENNETT	46.10		1661
25806	01/06/15	PDOYLE PATRICK J. DOYLE	46.10		1661
25807	01/06/15	PSEG PUBLIC SERVICE ELEC & GAS CO.	16,642.09		1661
25808	01/06/15	REMING REMINGTON VERNICK ARANGO ENGR	399.50		1661

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		operating cash			
		Continued			
25809	01/06/15	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	639.83		1661
25810	01/06/15	SAMS SAM'S CLUB	209.15		1661
25811	01/06/15	SCHWER SCHWERING HARDWARE, INC.	148.04		1661
25812	01/06/15	SUBURBAN SUBURBAN WINDOW CLEANING, LLC	80.00		1661
25813	01/06/15	TIRE TIRE WORLD	320.00		1661
25814	01/06/15	TWPPENN TOWNSHIP OF PENNSAUKEN	6,754.70		1661
25815	01/06/15	UNUM UNUM LIFE INSUR CO OF AMERICA	903.65		1661
25816	01/06/15	USPOST UNITED STATES POSTAL SERVICE	146.00		1661
25817	01/06/15	VALLETT RICHARD B. VALLETT, JR.	1,487.50		1661
25818	01/06/15	VAN AIR VAN-AIR & HYDRAULICS	31.89		1661
25819	01/06/15	VERIZOFF VERIZON	1,411.15		1661
25820	01/06/15	VERIZON VERIZON WIRELESS	268.22		1661
25821	01/06/15	WATERENV WATER ENVIRONMENT FEDERATION	390.00		1661
25822	01/06/15	WBMASON W.B. MASON CO., INC.	580.16		1661
25823	01/06/15	WESTMONT WESTMONT HARDWARE, INC.	48.50		1661
<hr/>					
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	52	0	167,978.18	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>52</u>	<u>0</u>	<u>167,978.18</u>	<u>0.00</u>
<hr/>					
Report Totals					
	Checks:	57	0	344,655.92	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>57</u>	<u>0</u>	<u>344,655.92</u>	<u>0.00</u>

December 4, 2014
10:36 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 1 Updated Principal: 0.00 Updated Penalty: 0.75- Ref Num: 10543

December 4, 2014
10:36 AM

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

Page No: 2

Code Type Description	Count	Arrears/Other	Principal			Penalty	Total
			2013	2014	Future		
105 Balance Adjustment							
Cancel Charges	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.75-</u>	<u>0.75-</u>
Sewer Totals:	1	0.00	0.00	0.00	0.00	0.75-	0.75-
Grand Totals:	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.75-</u>	<u>0.75-</u>

December 4, 2014
10:36 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id Name	Service	Adj Code	Bill Code	Yr Prd Transaction Type	Principal	Penalty	Total	Descript	Date	Seq
50438000-0 BRANCH, ROBERT	Sewer	105		14 3 Balance Adjustment	0.00	0.75-	0.75-	removed penalty	12/04/14	1

December 16, 2014
08:33 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 1 Updated Principal: 366.09 Updated Penalty: 0.00 Ref Num: 10577

December 16, 2014
08:33 AM

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

Page No: 2

Code Type Description	Count	Arrears/Other	Principal			Penalty	Total
			2013	2014	Future		
102 Refund Overpayment							
Refund Overpayment	1	366.09	0.00	0.00	0.00	0.00	366.09
Sewer Totals:	1	366.09	0.00	0.00	0.00	0.00	366.09
Grand Totals:	1	366.09	0.00	0.00	0.00	0.00	366.09

December 16, 2014
08:33 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
70043000-0 ZIELINSKI, JOSEPH	Sewer	102	Refund Overpayment		366.09	0.00	366.09	REFUND OVERPAYMENT	12/16/14	1

M.O.U. BETWEEN TEAMSTERS LOCAL 676 AND THE PENSAUKEN SEWERAGE AUTHORITY

Whereas the Teamsters (Union) and the Pensauken Sewerage Authority (Company) are parties to a collective bargaining agreement (CBA) that expires 12-31-14;

Whereas the Union and the Company have participated in good faith negotiations for a successor agreement;

The following are the negotiated changes to the CBA. All other Articles and provisions remain the same:

Article 7-Wages

Section 6B: Increase listed wages by the following percentages retro to 1-1-15.

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
3.0%	2.0%	2.0%	2.0%

Article 9-Clothing

Section 1: change in the third sentence to read;

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 or one (1) hooded sweatshirt (employees choice), 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.

Article 11-Time Off

Section 9 (New Section):

Any time the office staff are given the day off, with pay, due to natural disasters; the members of Teamsters Local 676 that are required to work will be given comp time on an hour for hour basis to be used at a mutually agreeable time in the future. This comp time may not be carried over into the next year unless the time is accrued in the last month of the year and was impossible to schedule by years end. In such cases the comp time must be used in the first quarter of the subsequent year or forfeited. Natural disasters are defined as snow, hurricanes, floods etc.

Article 18-Term

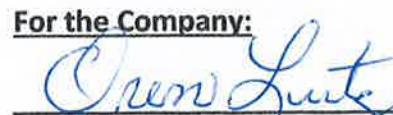
Change dates to January 1, 2015 to December 31, 2018.

For The Union:



Tom Lyon, Trustee/BA 1-14-15
Date

For the Company:



Oren Lutz, Chairman Date

**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, 2015 TO DECEMBER 31, 2018**

WHEREAS, the Pennsauken Sewerage Authority (“PSA”) having met in regular session on January 6, 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, 2014; and

WHEREAS, the PSA and the Union have met and negotiated a successor Agreement for a term beginning January 1, 2015 through December 31, 2018 and executed a Memorandum of Understanding 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

The Chairman moved to New Business.

Resolution No. 15-18 Award of Contract No. 15-01 Repair of Mechanical and Electrical Apparatus for 2015 to Municipal Maintenance, Inc. was presented. (See Correspondence #1)

A motion was made by Mr. Schofield. Mr. Archible seconded it. On roll call all Commissioners present voted yes.

See Resolution No. 15-18

Resolution No. 15-19 Award of Contract No. 15-02 Award of Annual Sewer Repair for 2015 to SAR Automotive Equipment was presented. (See Correspondence #2)

Mr. Schofield made a motion to approve the contract. The motion was seconded by Mr. Ellis. On roll call all Commissioners present voted yes.

See Resolution No. 15-19

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

See Treasurer's Report

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

See Superintendent's Report

The Chairman asked for the Engineers reports.

See Report from Dennis Yoder
See Report from A. Maxwell Peters
See Report from Thomas Leisse

The Chairman asked the Commissioners for any reports.

Mr. Lutz – Great year and good luck and welcome back to Tim.
Mr. Schofield – Congratulations to Mr. Ellis and to all the appointees.
Mr. Archible – Congratulations to everyone on their appointments.
Mr. Ellis – Thanks for the reappointment.
Mr. Pennestri - Absent

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

Mr. Luthman thanked everyone for his reappointment as Solicitor. Congratulations to the staff at the Sewer Authority. They do a great job.

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

"Thank you for everything". He reported on Donna Roswell who is now in the hospital ICU on comfort care and in very, very bad condition. We will keep you informed of any updates.

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
TO AWARD THE ANNUAL MAINTENANCE AND REPAIR OF
ELECTRICAL AND MECHANICAL EQUIPMENT
CONTRACT NO. 15-01**

WHEREAS, the Pennsauken Sewerage Authority (“PSA”) having met in regular session of January 6, 2015; and

WHEREAS, the PSA desires to enter an appropriate contract(s) for Annual Maintenance and Repair of Electrical and Mechanical Equipment and having duly advertised for and receiving bids for same; and

WHEREAS, one qualified bid was received from Municipal Maintenance, Inc.

NOW THEREFORE BE IT RESOLVED, that the Pennsauken Sewerage Authority enters contracts with Municipal Maintenance, Inc. in an amount of \$69,900.00 for the Annual Maintenance and Repair of Electrical and Mechanical Equipment, fiscal year 2015.


Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AWARDING ANNUAL SEWER SYSTEM REPAIR CONTRACT #15-02**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on February 18, 2014; 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 cannot, 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 \$209,135.00.

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 2015, 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. Archible – Yes

Mr. Ellis – Yes

Mr. Pennestri – Absent

ADOPTED: January 6, 2015

Treasurer's Report

January 5, 2014

1. Commercial monthly billing totaled \$33,307.00 and was mailed December 04, 2014.
2. Principal lend-a-hand balances as of December 31, 2014:
 - a. Madeline Rawle - \$6,813.97
 - b. Dorothy Brittin - \$5,285.66
 - c. Dawn Peluso - \$1,461.40
 - d. Jacklyn Schonewolf - \$1,820.09
 - e. Robert Ingram - \$6,606.90
 - f. Karen Muse - \$837.19
 - g. Adria Cruz - \$1,646.79
 - h. Carmen Jimenez - \$1,920.90
 - i. Valerie Newman - \$3,680.76
 - j. Elizabeth Black - \$1,783.08
3. Investments under Trustee Accounts:

\$175,875.31 CD @ First Colonial Bank 1% - Matures 12/24/17
\$185,000.00 CD @ First Colonial Bank .50% - Matures 4/29/15
\$50,751.88 CD First Colonial Bank 1% - Matures 7/23/16
\$162,497.07 Money Market
4. Financial Reports are attached.

Respectfully submitted,



Robin Fair
Treasurer

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2014 - DECEMBER 31, 2014
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	2,495,000.00	\$ 186,707.39	\$ 2,401,348.39	\$ 531.28	\$ 2,568,783.01
4004 COMMERCIAL	1,190,000.00	\$ 87,768.09	\$ 1,461,227.22	\$ 33,307.00	\$ 1,352,372.46
4005 PENALTY	32,000.00	\$ 4,611.45	\$ 38,869.57	\$ 4,362.18	\$ 40,863.59
4002 MERCH	196,000.00	\$ 100,752.90	\$ 201,318.44	\$ 100,752.90	\$ 201,318.44
4003 C/H	30,000.00		\$ 30,713.59		\$ 30,713.59
4012 OTHER INCOME	5,000.00	\$ 175.00	\$ 675.00		\$ 675.00
4013 INVEST INT	1,000.00	\$ 155.84	\$ 1,386.93		\$ 1,386.93
4014 TRUSTEE INT	10,000.00	\$ 875.31	\$ 9,303.23		\$ 9,303.23
4016 PERMITS (RES)	10,000.00	\$ 300.00	\$ 5,525.00		\$ 5,525.00
4019 PERMITS (COMM)	35,000.00		\$ 17,716.58		\$ 17,716.58
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	10,000.00	\$13,084.76	\$ 13,084.76		\$ 13,084.76
4017-18- FILING-INSP.	\$1,000.00		\$ 180.00		\$ 180.00
4050 INT./NOTES PAY.	825.00	22.94	\$ 436.32		\$ 436.32
Anticipated Balance	-				
TOTALS	4,016,825.00	394,453.68	4,181,785.03	138,953.36	4,242,358.91
		BUDGET	MTD	YTD	REMARKS
ASSETS		\$ 75,000.00		\$ 33,922.75	
CONSTRUCTION IN PROGRESS				0.00	
CAPITAL BUDGET		\$ 75,000.00	\$ -	\$ 33,922.75	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$611,644.90
PAYROLL	\$5,827.12
REVENUE	\$ 3,390.14
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 53,562.77
R & R	\$ 250,875.31
GENERAL	\$ 266,296.04

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Revenue Account Range: 01-00-410-001 to 01-00-430-001 Year To Date As Of: 12/31/14
 Expend Account Range: 01-01-510-500 to 01-03-600-002 Current Period: 12/01/14 to 12/31/14
 Skip Zero YTD Activity: No Include Non-Anticipated: Yes Prior Year: 12/01/13 to 12/31/13
 Include Non-Budget: Yes

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	6,451.90-	2,495,000.00	531.28	2,568,783.01	0.00	73,783.01	103
01-00-410-002	Merchantville	90,480.97	196,000.00	100,752.90	201,318.44	0.00	5,318.44	103
01-00-410-003	Cherry Hill	736.59	30,000.00	0.00	30,713.59	0.00	713.59	102
01-00-410-004	Commercial	24,335.52	1,190,000.00	33,307.00	1,352,372.46	0.00	162,372.46	114
01-00-410-005	A/R Penalty	3,553.34	32,000.00	4,362.18	40,863.59	0.00	8,863.59	128
01-00-415-001	Permits - Residential	190.00	10,000.00	300.00	5,525.00	0.00	4,475.00-	55
01-00-415-002	Permits - Commercial	0.00	35,000.00	0.00	17,716.58	0.00	17,283.42-	51
01-00-415-003	Permits - Merchantville	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0
01-00-420-001	Other Income	2,929.80	5,000.00	175.00	675.00	0.00	4,325.00-	14
01-00-420-002	Application and Inspection Feed	0.00	1,000.00	0.00	180.00	0.00	820.00-	18
01-00-420-004	JIF Insurance Premium Refund	11,812.86	10,000.00	13,084.76	13,084.76	0.00	3,084.76	131
01-00-420-005	Int on Lend-a-Hand Accounts	26.11	825.00	22.94	436.32	0.00	388.68-	53
01-00-425-001	Interest from Operating Fund	34.62	1,000.00	155.84	1,386.93	0.00	386.93	139
01-00-425-002	Interst from Trustee Accounts	9,325.26-	10,000.00	875.31	9,303.23	0.00	696.77-	93
01-00-430-001	Anticipated Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0
	OPERATING REVENUES Revenue Total	118,322.65	4,016,825.00	153,567.21	4,242,358.91	0.00	225,533.91	106

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-500	ADMINISTRATION SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-501	ADMIN PSA Management	25,480.61	238,000.00	24,665.85	235,481.93	0.00	2,518.07	99
01-01-510-502	ADMIN Office Staff	21,195.25	225,000.00	20,945.00	213,524.12	0.00	11,475.88	95
01-01-510-503	ADMIN: Commissioners	1,096.21	15,000.00	1,250.00	15,000.00	0.00	0.00	100
01-01-510-600	ADMINISTRATION FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-601	ADMIN: PERS/Employers Liabil	105.41	78,000.00	31.34	77,621.31	0.00	378.69	100
01-01-510-602	ADMIN: Social Security	2,841.04	43,000.00	2,802.85	36,539.55	0.00	6,460.45	85
01-01-510-603	ADMIN: Unemp./Disabili	34.71	5,500.00	374.25	3,902.60	0.00	1,597.40	71
01-01-510-604	ADMIN: Hospital Benefits	1,547.04-	89,000.00	6,943.86	85,114.89	0.00	3,885.11	96
01-01-510-605	ADMIN: Vision, Dental & Rx	700.92	40,000.00	2,251.54	36,937.83	0.00	3,062.17	92
01-01-510-606	Admin OPEB exp	19,408.41	0.00	0.00	0.00	0.00	0.00	0
01-01-510-607	ADMIN: Sick/Vac Payback	0.00	51,000.00	1,048.00	46,213.00	0.00	4,787.00	91
01-01-510-700	ADMINISTRATION OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-721	ADMIN: Legal Fees	1,516.67	19,000.00	1,516.63	18,200.00	0.00	800.00	96
01-01-510-722	ADMIN: Audit	0.00	36,000.00	0.00	31,000.00	0.00	5,000.00	86
01-01-510-723	ADMIN: Other Professional Fees	91.98	9,000.00	1,705.50	5,630.50	0.00	3,369.50	63

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-736	ADMIN: Public Officials Liab.	0.00	6,800.00	0.00	5,807.44	0.00	992.56	85
01-01-510-750	ADMIN: Office Supplies & Expense	476.21	11,000.00	877.04	9,231.76	0.00	1,768.24	84
01-01-510-751	ADMIN: Postage	0.00	16,000.00	0.00	10,390.58	0.00	5,609.42	65
01-01-510-752	ADMIN: Advertising & Printing	331.75	11,000.00	309.27	8,375.89	0.00	2,624.11	76
01-01-510-753	ADMIN: Telephone	3,205.58	19,000.00	2,718.60	18,071.40	0.00	928.60	95
01-01-510-754	ADMIN: Miscellaneous Exp	793.90	5,000.00	0.00	90.00	0.00	4,910.00	2
01-01-510-755	ADMIN: Service Contracts	485.98	10,000.00	806.88	9,624.70	0.00	375.30	96
01-01-510-756	ADMIN: Equipment Rental	924.00	4,000.00	924.00	3,696.00	0.00	304.00	92
01-01-510-757	ADMIN: Building Utilities	5,117.06	30,000.00	1,966.08	22,065.62	0.00	7,934.38	74
01-01-510-758	ADMIN: Building Exp. & Repairs	541.53	15,000.00	946.86	4,451.84	0.00	10,548.16	30
01-01-510-759	ADMIN: Financial Exp	112.30	3,000.00	0.00	2,980.00	0.00	20.00	99
01-01-510-760	ADMIN: Bad Debt Exp	21,410.15	500.00	0.00	0.00	0.00	500.00	0
01-01-510-762	ADMIN: Education/Dues	1,167.20	6,000.00	148.00	4,938.99	0.00	1,061.01	82
01-01-510-763	ADMIN: Civic Involvement	0.00	182,500.00	150,000.00	182,500.00	0.00	0.00	100
01-02-520-500	COST OF SERVICE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-02-520-505	O&M: Union Salaries	88,588.67	945,000.00	90,480.72	920,467.68	0.00	24,532.32	97
01-02-520-506	O&M: Management Salaries	26,032.22	259,000.00	25,589.58	257,957.58	0.00	1,042.42	100
01-02-520-600	COST OF SERVICE FRINGE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0
01-02-520-601	O&M: PERS	0.00	78,000.00	16.93	76,918.43	0.00	1,081.57	99
01-02-520-602	O&M: Social Security	9,240.40	98,000.00	9,059.88	95,921.70	0.00	2,078.30	98
01-02-520-603	O&M: Unemployment & Disability	20.00	5,000.00	0.00	4,672.64	0.00	327.36	93
01-02-520-604	O&M: Hospitalization Benefits	1,762.89	316,000.00	23,251.70	295,818.30	0.00	20,181.70	94
01-02-520-605	O&M: Vision, Dental & Rx	1,318.14	119,000.00	7,508.34	114,863.67	0.00	4,136.33	97
*01-02-520-606	O&M: OPEB Exp	32,347.36	0.00	0.00	0.00	0.00	0.00	0
01-02-520-607	O&M: Sick/vac Payback	6,652.40	90,500.00	0.00	65,473.20	0.00	25,026.80	72
01-02-520-608	O&M: Uniform Exp.	0.00	8,000.00	476.78	2,741.18	0.00	5,258.82	34
01-02-520-700	COST OF SERVICE OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-02-520-711	O&M: Engineer Fees	2,801.74	20,000.00	399.50	8,586.22	0.00	11,413.78	43
01-02-520-731	O&M: General Liability/Auto Ins	0.00	25,500.00	0.00	25,490.00	0.00	10.00	100
01-02-520-732	O&M: Worker's Comp Insurance	0.00	48,000.00	0.00	47,637.88	0.00	362.12	99
01-02-520-733	O&M: Property	0.00	39,500.00	0.00	39,107.82	0.00	392.18	99
01-02-520-735	O&M: Fund Expense (JIF)	0.00	5,000.00	0.00	4,775.30	0.00	224.70	96
01-02-520-741	O&M: Uninsured Liabilities	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
01-02-520-755	O&M: Service Contracts	2,468.00	30,000.00	2,154.00	24,789.00	0.00	5,211.00	83
01-02-520-764	O&M: Station Utilities	21,532.31	205,000.00	16,893.08	195,408.80	0.00	9,591.20	95
01-02-520-765	O&M: Trash Removal	628.50	11,000.00	1,214.83	9,907.12	0.00	1,092.88	90
01-02-520-766	O&M: Oper & Maint Expense	10,693.08	30,000.00	724.43	20,587.11	0.00	9,412.89	69
01-02-520-767	O&M: Safety Expense	52.56	5,000.00	150.23	3,137.44	0.00	1,862.56	63
01-02-520-768	O&M: Landscaping	590.00	8,000.00	0.00	525.00	0.00	7,475.00	7
01-02-520-769	O&M: Vehicle & Repair Exp	486.69	30,000.00	2,657.34	22,240.64	0.00	7,759.36	74

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	16,494.90	50,000.00	0.00	28,139.46	0.00	21,860.54	56
01-02-520-771	COLLECTION SYSTEM EXP	0.00	60,000.00	2,537.63	17,085.63	0.00	42,914.37	28
01-02-520-772	O&M: Emergency Repairs	17,184.00	150,000.00	5,600.00	120,250.50	0.00	29,749.50	80
01-02-520-773	O&M: Emergency Station Repairs	50,200.47	150,000.00	15,664.00	55,677.87	0.00	94,322.13	37
01-02-520-774	O&M: Chemicals	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
01-02-520-775	O&M Permits & Licensing	100.00	3,000.00	0.00	675.00	0.00	2,325.00	22
01-03-600-001	Bond Debt (Principal)	0.00	45,600.00	0.00	35,542.36	0.00	10,057.64	78
01-03-600-002	Bond Debt (Interest)	0.00	8,425.00	0.00	4,212.50	0.00	4,212.50	50
	OPERATING FUND Expend Total	390,185.00	4,016,825.00	424,996.76	3,585,999.98	0.00	430,825.02	88

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	OPERATING FUND	118,322.65	153,567.21	4,242,358.91	390,185.00	424,996.76	3,585,999.98	656,358.93

Superintendent's Report

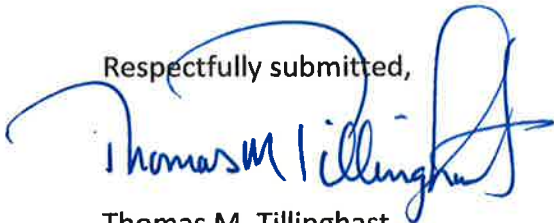
Meeting of January 6, 2015

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

In regular and preventative maintenance we flushed 45,961 feet of line. 895 feet was root cut and 8,934 feet was inspected using our CCTV equipment. We responded to 41 calls for service. The call breakdown is as follows:

Main Line stoppages:	3
Vent stoppages:	21
Station alarms:	6
Miscellaneous services:	11

Respectfully submitted,



Thomas M. Tillinghast
Superintendent

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

SENIOR ASSOCIATES

John J. Cantwell, PE, PP, CME
Alan Dittenhofer, PE, PP, CME
Frank J. Seney, Jr., PE, PP, CME
Terence Vogt, PE, PP, CME
Dennis K. Yoder, PE, PP, CME, LEED
Charles E. Adamson, PLS, AET
Kim Wendell Bibbs, PE, CME
Marc DeBlasio, PE, PP, CME
Leonard A. Faiola, PE, CME
Christopher J. Fazio, PE, CME
Kenneth C. Ressler, PE, CME
Gregory J. Sullivan, PE, PP, CME
Richard B. Czokanski, PE, CME, BCEE

Remington & Vernick Engineers

232 Kings Highway East
Haddonfield, NJ 08033
(856) 795-9595
(856) 795-1882 (fax)

Remington, Vernick & Vena Engineers

9 Allen Street
Toms River, NJ 08753
(732) 266-9220
(732) 505-8416 (fax)

3 Jocama Boulevard, Suite 300-400
Old Bridge, NJ 08857
(732) 955-8000
(732) 591-2815 (fax)

Remington, Vernick & Walberg Engineers

845 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 19428
(610) 940-1050
(610) 940-1161 (fax)

1000 Church Hill Road, Suite 220
Pittsburgh, PA 15205
(412) 263-2200
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(302) 266-0212
(302) 266-6208 (fax)

Remington, Vernick & Arango Engineers

The Presidential Center
Lincoln Building, Suite 600
101 Route 130
Cinnaminson, NJ 08077
(856) 303-1245
(856) 303-1249 (fax)

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

December 29, 2014

Mr. William Orth, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Blvd.
Pennsauken, NJ08109

RE: Monthly Activity Report

Dear Bill:

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

1. ACTION ITEMS:

Award of an annual contract to Municipal Maintenance Company for electrical & mechanical maintenance for the amount of \$69,900.00.

Award of an annual contract to SAR Automotive Equipment for sewer system repairs for the amount of \$209,135.00.

2. ENGINEERING IN PROGRESS:

Bids were received for annual contracts for emergencies. See award recommendation letters dated December 23, 2014.

3. CONSTRUCTION IN PROGRESS :

Frosthoffer Avenue Sewer Project - A contract has been awarded to Spencer Mausner, Inc. for the amount of \$72,500.00. The sewer line has been installed and restoration work is scheduled in January to complete this project.

Restaurant DePot - Construction has started on the building renovations and additions but no work to date on the sewer main connection. The applicant's engineer has not responded to our request for a schedule.

Very truly yours,

REMINGTON & VERNICK ENGINEERS

By



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

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PENNONI ASSOCIATES INC.
CONSULTING ENGINEERS

December 31, 2014

PESA 1400

William F. Orth, Executive Director
Pennsauken Sewage Authority
1250 John Tipton Blvd.
Pennsauken, New Jersey 08110

**RE: Engineer's Report
January, 2015 Meeting
Pennsauken Sewerage Authority**

Dear Mr. Orth:

The following is a summary of the engineering activities for the above referenced Authority meeting:

Sycamore Ridge Sewer Application: Connected

No further action items.

Stow Road Pumping Station Evaluation: Completed

No further action items.

Please feel free to contact me with any questions.

Sincerely,

PENNONI ASSOCIATES INC.

Thomas Lisse, PE, CME
Authority Engineer

Z:\PROJECTS\PESA, Pennsauken Sewerage Authority\1400 - General Engineering\Engineers Reports\Engineers Report 123114.doc



December 30, 2014

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 6, 2015 Meeting

Dear Mr. Orth:

The following constitutes T&M's Activity Report for the Pennsauken Sewerage Authority's January 6, 2015 meeting.

Sulfide Investigation

Monthly sampling and sulfide testing has been ongoing at several location within the PSA services area since January of 2011.

More recently, the focus of the study moved to the odor issues at the High Street Pump Station. T&M contacted the odor control system manufacturer who recommended a change to the carbon filter media in the unit. T&M provided the PSA with contact information for the purchase of new carbon filter media and filter media testing.

If the PSA wishes to further investigate odor issues, we recommend a review of the construction plans for the pump station in conjunction with the odor control system design guidelines to determine if the system is sized properly for the current use. To complete this task, the PSA would need to provide T&M with a copy of the construction plans for the pump station and odor control system.

During the summer of 2013, even with the hot weather that is normally associated with high sulfide levels, the PSA has received good results from the monthly sulfide testing. There have been no new sulfide issues or complaints received.

System Flooding

T&M met with Thom Tillinghast of the PSA to look at areas of sanitary sewer system flooding at the intersection of Magnolia and Florida. T&M provided a proposal to the PSA for monitoring of system testing to be performed by the PSA and system improvement design.

The initial investigation requires dry weather system testing to be performed by the PSA. Once the test results are received, T&M will require authorization to proceed with services included in our pending proposal submitted on October 3, 2011.



Mr. William F. Orth, Executive Director
Re: Activity Report for January 6, 2014 Meeting

December 30, 2014
Page 2

Upon receipt of authorization, we can proceed immediately.

System Improvements 48th Street and Route 130

T&M met with Thomas Tillinghast to discuss proposed system improvements near the intersection of 48th Street and Route 130. T&M prepared a proposal for professional services and construction cost estimate for the project.

To date we have not received authorization and await further direction.

Hadley House Restaurant – Connection Application Review

An application for a commercial sanitary sewer connection for the Hadley House Restaurant was received by T&M on December 12, 2014. Our review of the application is underway. Our report and recommendation will be provided to the PSA by January 9, 2015.

Should you have any questions, please contact me.

Very truly yours,

T&M ASSOCIATES

A Maxwell Peters, P.E., C.M.E.
Principal Engineer

Cc: Edwin J. Steck, P.E.

Mr. Orth presented the following correspondence:

- #1. R&V Re: 2015 Maintenance & Repair of Electrical & Mechanical Equipment...Dtd. 12/23/14
- #2. R&V Re: 2015 Annual Sewer System Repairs.....Dtd. 12/23/14

He also stated that there were no matters of personnel or litigation for closed session, so Mr. Lutz requested a motion to adjourn.

Mr. Archible moved to adjourn, seconded by Mr. Schofield. All present consented by saying aye.

Respectfully submitted,



Bill Orth, Secretary

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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Christopher J. Fazio, PE, CME
Kenneth C. Ressler, PE, CME
Gregory J. Sullivan, PE, PP, CME
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Secaucus, NJ 07094
(201) 624-2137
(201) 624-2136 (fax)

December 23, 2014

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


Re: **Pennsauken Sewerage Authority
2015 Annual Contract-Contract No. 15-01
Maintenance & Repair of Electrical & Mechanical Equipment
Our File No. 0427M028**

Dear Mr. Orth:

We have tabulated the bids received on December 19, 2014, with reference to the above-captioned project and find the low bidder to be Municipal Maintenance Company, 1352 Taylors Lane, Cinnaminson, New Jersey, 08077, representing Bid, Items 1 through 12. 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 Municipal Maintenance Company. The award should be contingent upon approval of your solicitor and monies being available.

Sincerely,
REMINGTON & VERNICK ENGINEERS

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

DKY:gar
enclosures
cc: David Luthman, Esq.
Thom Tillinghast, PSA

MEMORANDUM

TO: DENNIS YODER

FROM: Gail Rodgers

RE: Pennsauken Sewerage Authority (Contract 15-01)
PSA 2015 Annual Maintenance & Repair of Electrical and Mechanical Equipment
0427M028

DATE: 22-Dec-14

I have reviewed the bids submitted for the above -referenced roject 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>
Municipal Maintenance Co.	\$69,900.00

R **REMINGTON & VERNICK ENGINEERS**
V **BID TABULATION**

PROJECT NAME: PSA 2015 Annual Maintenance & Repair of Electrical and Mechanical Equipment
PROJECT NUMBER: 0427M028
CLIENT: Pennsauken Sewerage Authority (Contract 15-01)

Municipal Maintenance Co.
 1352 Taylors Lane
 Cinnaminson, NJ 08077
 856-786-9434
 ((10%NTE20KBB, CS, SS, etc.))

#	DESCRIPTION	QUANTITY & UNITS		UNITS PRICE	TOTAL
1	Work at Owner's Site: One (1) mechanic, with tools and vehicle, straight time	80	HRS	\$100.00	\$8,000.00
2	Work at Owner's Site: One (1) mechanic, with tools and vehicle, overtime	60	HRS	\$100.00	\$6,000.00
3	Work at Owner's Site: One (1) mechanic's helper, straight time	80	HRS	\$70.00	\$5,600.00
4	Work at Owner's Site: One (1) mechanic's helper, overtime	60	HRS	\$70.00	\$4,200.00
5	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, straight time	120	HRS	\$110.00	\$13,200.00
6	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, overtime	100	HRS	\$110.00	\$11,000.00
7	Work at Owner's Site: One (1) electrician's helper (apprentice), straight time	120	HRS	\$45.00	\$5,400.00
8	Work at Owner's Site: One (1) electrician's helper (apprentice), overtime	100	HRS	\$45.00	\$4,500.00
9	Work at Contractor's Shop: One (1) mechanic, with tools	80	HRS	\$50.00	\$4,000.00

R **REMINGTON & VERNICK ENGINEERS**
V **BID TABULATION**

PROJECT NAME: PSA 2015 Annual Maintenance & Repair of Electrical and Mechanical Equipment
PROJECT NUMBER: 0427M028
CLIENT: Pennsauken Sewerage Authority (Contract 15-01)

Municipal Maintenance Co. 1352 Taylors Lane Cinnaminson, NJ 08077 856-786-9434 ((10%NTE20KBB, CS, SS, etc.))	UNITS PRICE	TOTAL
--	--------------------	--------------

#	DESCRIPTION	QUANTITY & UNITS	
		QUANTITY	UNITS
10	Work at Contractor's Shop: One (1) mechanic's helper	80	HRS
11	Work at Contractor's Shop: One (1) electrician (journeyman), with tools	80	HRS
12	Work at Contractor's Shop: One (1) electrician's helper (apprentice)	80	HRS
TOTAL CONSTRUCTION COST			
			\$69,900.00

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December 23, 2014

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

Re: Pennsauken Sewerage Authority
2015 Annual Sewer System Repairs
Contract No. 15-02
Our File No. 0427M028

Dear Mr. Orth:

We have tabulated the bids received on December 19, 2014, with reference to the above-captioned project and find the low bidder to be SAR Automotive Equipment, 111 East Gloucester Pike, Barrington, NJ 08007, in the amount of \$209,135.00, representing 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 *Dennis K Yoder*
Dennis K. Yoder, P.E., P.P., C.M.E.

DKY:gar
enclosures
cc: David Luthman, Esq.
Thom Tillinghast, PSA

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MEMORANDUM

TO: DENNIS YODER
FROM: Gail A. Rodgers
RE: Pennsauken Sewerage Authority (Contract 15-02)
2015 Annual Sewer System Repairs
0427M028

DATE: 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>
SAR AUTOMOTIVE EQUIP.	\$209,135.00
OTS NJ LLC	\$229,825.00
JOSEPH JINGOLI & SON, INC.	\$316,995.00
MONTANA CONSTRUCTION CORP.	\$325,902.50



REMINGTON & VERNICK ENGINEERS
BID TABULATION

PROJECT NAME:
 Pennsauken Sewerage Authority 2015 Annual Sewer System Repairs
PROJECT NUMBER:
 0427M028
CLIENT:
 Pennsauken Sewerage Authority (Contract 15-02)

#	DESCRIPTION	QUANTITY & UNITS	UNITS PRICE	TOTAL
1	Supervision, emergency rate (foremen and superintendents)	375 HR	\$100.00	\$37,500.00
2	Laborer, emergency rate	750 HR	\$90.00	\$67,500.00
3	Operator, emergency rate	375 HR	\$95.00	\$35,625.00
4	Trenching machine (backhoe)	150 HR	\$85.00	\$12,750.00
5	Excavator	63 HR	\$120.00	\$7,560.00
6	Dump truck	250 HR	\$85.00	\$21,250.00
7	Utility truck	320 HR	\$20.00	\$6,400.00
8	Compressor	250 HR	\$15.00	\$3,750.00
9	Cold patch, grade B, 6" thick, complete in place	100 SY	\$45.00	\$4,500.00
10	Select backfill, complete in place	60 CY	\$30.00	\$1,800.00
11	Trench stabilization material and stone for trench dewatering, complete in place	125 CY	\$40.00	\$5,000.00
12	Dewatering system, complete	50 HR	\$60.00	\$3,000.00
13	Initial backfill material, complete in place	125 CY	\$20.00	\$2,500.00
TOTAL CONSTRUCTION COST				\$209,135.00

UNITS PRICE	TOTAL
\$125.00	\$46,875.00
\$90.00	\$67,500.00
\$110.00	\$41,250.00
\$50.00	\$7,500.00
\$100.00	\$6,300.00
\$100.00	\$25,000.00
\$25.00	\$8,000.00
\$20.00	\$5,000.00
\$50.00	\$5,000.00
\$40.00	\$2,400.00
\$40.00	\$5,000.00
\$100.00	\$5,000.00
\$40.00	\$5,000.00
\$229,825.00	

UNITS PRICE	TOTAL
\$200.00	\$75,000.00
\$150.00	\$112,500.00
\$175.00	\$65,625.00
\$55.00	\$8,250.00
\$110.00	\$6,930.00
\$55.00	\$13,750.00
\$32.00	\$10,240.00
\$20.00	\$5,000.00
\$60.00	\$6,000.00
\$20.00	\$1,200.00
\$40.00	\$5,000.00
\$100.00	\$5,000.00
\$20.00	\$2,500.00
\$316,995.00	

JOSEPH JINGOLI & SON, INC.
 100 LLENNOX DRIVE, SUITE 100
 LAWRENCEVILLE, NJ 08648
 609-869-3111
 ((BB, CS, SS, etc.))

OTS NJ LLC
 340 BISMARCK ROAD
 JACKSON, NJ 08527
 732-833-0600
 ((BB, CS, SS, etc.))

SAR AUTOMOTIVE EQUIP.
 111 GLOUCESTER PIKE
 BARRINGTON, NJ 08007
 856-547-8700
 ((BB, CS, SS, etc.))

R REMINGTON & VERNICK ENGINEERS
V BID TABULATION

PROJECT NAME:
 Pennsauken Sewerage Authority 2015 Annual Sewer System
PROJECT NUMBER:
 0427M028
CLIENT:
 Pennsauken Sewerage Authority (Contract 15-02)

		MONTANA CONSTRUCTION CORP. 80 CONTANT AVENUE LODI, NJ 07644 973-478-5200 (BB, CS, SS, etc.)		
#	DESCRIPTION	QUANTITY & UNITS	UNITS PRICE	TOTAL
1	Supervision, emergency rate (foremen and superintendents)	375 HR	\$75.00	\$28,125.00
2	Laborer, emergency rate	750 HR	\$75.00	\$56,250.00
3	Operator, emergency rate	375 HR	\$75.00	\$28,125.00
4	Trenching machine (backhoe)	150 HR	\$600.00	\$90,000.00
5	Excavator	63 HR	\$600.00	\$37,800.00
6	Dump truck	250 HR	\$100.00	\$25,000.00
7	Utility truck	320 HR	\$100.00	\$32,000.00
8	Compressor	250 HR	\$0.01	\$2.50
9	Cold patch, grade B, 6" thick, complete in place	100 SY	\$50.00	\$5,000.00
10	Select backfill, complete in place	60 CY	\$60.00	\$3,600.00
11	Trench stabilization material and stone for trench dewatering, complete in place	125 CY	\$60.00	\$7,500.00
12	Dewatering system, complete	50 HR	\$100.00	\$5,000.00
13	Initial backfill material, complete in place	125 CY	\$60.00	\$7,500.00
TOTAL CONSTRUCTION COST				\$325,902.50