

Reorganization Meeting of January 11, 2022

The Solicitor, David A. Luthman, Esq., called the reorganization meeting of the Pennsauken Sewerage Authority to order at 4:00 p.m. on the above date with a salute to the flag. The meeting was held at the Pennsauken Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, NJ and by teleconference.

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. Instructions to participate in the teleconference were also published in the Courier Post and Burlington County Times Newspapers.

Mr. Orth asked for a roll call. The following Commissioners were present via teleconference:

Mr. Oren Lutz
Mr. Gregory Schofield
Mr. Dennis Archible
Mr. Tim Ellis
Mr. James Pennestri

Also present via teleconference were:

Mr. William Orth, Executive Director
David A. Luthman, Solicitor
Mr. Dennis Yoder, Remington & Vernick Engineers

Also present at the Pennsauken Sewerage Authority offices was:

Mr. Marco DiBattista, Assistant Director
Mr. Anthony Figueroa, Superintendent

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. Pennestri and carried to close the public portion of the meeting.

Mr. Luthman presented Pennsauken Township Resolution No. 2022-35 appointing Oren Lutz to a five-year term as PSA Commissioner commencing January 1, 2022 and ending December 31, 2026. Mr. Luthman administered the Oath of Office and the document signed.

Mr. Luthman presented Resolution 22-01 – Appointment of the office of Chairman.

Mr. Schofield moved for adoption of Resolution 22-01 with the name of Oren Lutz as Chairman, seconded by Mr. Ellis. On roll call all Commissioners present via teleconference voted yes and the motion carried.

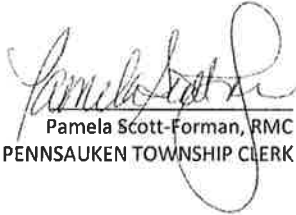
RESOLUTION APPOINTING OREN LUTZ AS A MEMBER TO THE SEWERAGE AUTHORITY

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 to the Pennsauken Sewerage Authority of the Township of Pennsauken for a five (5) year term, commencing January 6, 2022 and expiring December 31, 2026:

OREN LUTZ

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

TOWNSHIP OF PENNSAUKEN



Pamela Scott-Forman, RMC
PENNSAUKEN TOWNSHIP CLERK

See Resolution No. 22-01

Chairman Lutz presented Resolution 22-02 – Appointment of the Office of Vice-Chairman.

Mr. Archible moved for adoption of Resolution 22-02 with the name of Gregory Schofield as Vice-Chairman, seconded by Mr. Ellis. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-02

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

The Chairman presented the following group of appointments and designations for F/Y 2022 from Resolution 22-03 to and including 22-13.

Resolution No. 22-03 – Appointment of David A. Luthman, Esquire as the Solicitor.

Resolution No. 22-04 – Appointment of T & M Associates, Inc., and Remington & Vernick as Engineers.

Resolution No. 22-05 – Appointment of Bowman & Company as Auditors.

Resolution No. 22-06 – Appointment of Connor Strong Companies, Inc., as Insurance Broker/Risk Manager.

Resolution No. 22-07 – Appointment of Parker, McCay as Bond Council.

Resolution No. 22-08 – Appointment of Bill Orth as Fund Commissioner & Anthony Figueroa as Alternate.

Resolution No. 22-09 – Cash Management Plan – Designation of Depository as 1st Colonial Bank.

Resolution No. 22-10 – Designation of Official Newspapers as All Around Pennsauken, Courier Post, Burlington County Times and the Philadelphia Inquirer.

Resolution No. 22-11 – Bond of Treasurer.

Resolution No. 22-12 – Surety Bond for Employees

Resolution No. 22-13 – To Approve and Authorize the Designation of Superintendent, Anthony Figueroa, as the Public Agency Compliance Officer.

**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, 2022 or until his successor is elected.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Archible – Yes
Mr. Ellis – Yes
Mr. Pennestri – Yes

ADOPTED: January 11, 2022

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

BE IT RESOLVED by the Pennsauken Sewerage Authority that Gregory Schofield be and is hereby elected Vice-Chairman of the Pennsauken Sewerage Authority for the fiscal year ending December 31, 2022 or until his successor is elected.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

Mr. Archible moved to adopt Resolutions 22-03 through 22-13 with appointments and designations so stated. Mr. Schofield seconded the motion. On roll call all Commissioners present via teleconference voted yes. The appointments and designations stand approved.

See Resolution Nos. 22-03 – 22-13

The minutes of the meeting of December 14, 2021 were presented for approval.

A motion was made by Mr. Pennestri, seconded by Mr. Ellis to approve the minutes as presented. On roll call all Commissioners present voted yes via teleconference and the motion carried.

The Chairman stated the amount of bills to be paid is \$289,005.23.

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

See Bill List Attached

Approval of Utility Bill Adjustment Nos. 3813, 3814 and 3820 were presented.

A motion was made by Mr. Archible, seconded by Mr. Pennestri to approve the bill adjustments. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Journals Attached

The Chairman moved to Old Business.

There was no Old Business.

The Chairman moved to New Business.

- A. Resolution No. 22-14 – Awarding Contract #22-01 – Annual Emergency Sewer System Repairs for 2022 to SAR Automotive Equipment.

A motion was made by Mr. Archible, seconded by Mr. Pennestri to approve the contract. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-14

- B. Resolution No. 22-15 – Awarding Contract #22-02 – Annual Emergency Pump Station Repairs for 2022 to Municipal Maintenance, Inc.

A motion was made by Mr. Archible, seconded by Mr. Pennestri to approve the contract. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-15

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 11, 2022 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, 2022 through December 31, 2022 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, 2022 through December 31, 2022. 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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 11, 2022, 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 2022 Budget, and;

WHEREAS, the Pennsauken Sewerage Authority is authorized to enter a contract for these services without advertising for bids pursuant to N.J.S.A. 40A:13-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Remington & Vernick Engineers, and T&M Associates, Inc.** are hereby appointed and employed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2022 through December 31, 2022 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** and **T&M Associates, Inc.** have been appointed as Consulting Engineers to the Pennsauken Sewerage Authority for a term of January 1, 2022 through December 31, 2022. 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 in a file and available for public inspection in the office of the Pennsauken Sewerage Authority, 1250 John Tipton Blvd., Pennsauken, New Jersey.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 11, 2022, and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ an auditor for the Fiscal Year 2022 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, 2022 through December 31, 2022 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, 2022 through December 31, 2022. 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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**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 11, 2022, 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 Pennsauken Sewerage Authority is authorized to enter such a contract without advertising for public bids in connection with N.J.S.A. 40A:13-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Connor 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, 2022 through December 31, 2022 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 **Connor Strong Companies, Inc.** has been appointed the Insurance Broker of Record for the Pennsauken Sewerage Authority for a term of January 1, 2022 through December 31, 2022. 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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 11, 2022 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, 2022 through December 31, 2022 or until a successor has been appointed.
2. The aforementioned Bond Counsel shall enter a contract with the Pennsauken Sewerage Authority in 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, 2022 through December 31, 2022.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 11, 2022 pursuant to N.J.S.A. 40:15A-1 et seq.; and

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 **Anthony Figueroa** to serve as the Alternate for a term starting January 1, 2022 and ending December 31, 2022 or until their successors are appointed.


Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**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, 2022 and ending December 31, 2022.

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. **1 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 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 forth 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 vice 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.

a. Required Balance

i. Bond Service Fund	
ii. Sinking Fund	0
iii. Renenewal & Replacement Fund	\$250,000.00
iv. General Fund	The Balance
v. Revenue Fund	Any surplus revenue

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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**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, 2022 and ending December 31, 2022.


Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**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

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**RESOLUTION APPROVING AND AUTHORIZING THE DESIGNATION OF
SUPERINTENDENT, ANTHONY FIGUEROA, AS THE PUBLIC AGENCY
COMPLIANCE OFFICER FOR THE PENNSAUKEN SEWERAGE AUTHORITY**

WHEREAS, the Pennsauken Sewerage Authority is a public entity subject to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A.40A:11-1 et seq.; and

WHEREAS, in November, 2004, the State Department of Treasury, Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (DCC) readopted., with amendments, N.J.A.C. 17:27-1 et seq.; and

WHEREAS, these regulations are commonly known as the affirmative action rules; and

WHEREAS, pursuant to the affirmative action rules, a public agency is required to annually designate an officer or employee to serve as its Public Agency Compliance Officer; and

NOW, THEREFORE, BE IT RESOLVED that the Pennsauken Sewerage Authority hereby designates Superintendent, **Anthony Figueroa**, to be the Public Agency Compliance Officer for the Authority.


Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

JANUARY 11, 2022

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$289,005.23

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 12/15/21 to 01/11/22
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			
1143	12/20/21	PAYROLL PAYROLL ACCOUNT	36,404.89	12/31/21	2603
1144	12/28/21	PAYROLL PAYROLL ACCOUNT	35,093.86	12/31/21	2606
1145	01/05/22	PAYROLL PAYROLL ACCOUNT	75,928.25		2609
1146	01/11/22	PAYROLL PAYROLL ACCOUNT	35,414.79		2611

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	0	182,841.79	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	0	182,841.79	0.00

OPERATING	OPERATING ACCOUNT	Amount Paid	Reconciled/Void	Ref Num
30564	12/22/21 VERIZOFF VERIZON	1,316.14	12/31/21	2605
30565	01/05/22 USPOST UNITED STATES POSTAL SERVICE	5,000.00		2608
30566	01/11/22 ABCON AB-CON EXTERMINATING INC.	30.00		2613
30567	01/11/22 ADVANCE ADVANCE AUTO PARTS	112.49		2613
30568	01/11/22 BELSITOR RICHARD J BELSITO	637.20		2613
30569	01/11/22 BIGDUES P.M.A.C.	1,000.00		2613
30570	01/11/22 CANON CANON SOLUTIONS AMERICA	77.22		2613
30571	01/11/22 CCMUA CAMDEN COUNTY MUA	88.00		2613
30572	01/11/22 COMCAST COMCAST	337.02		2613
30573	01/11/22 COOPER CUH EMPLOYEE ASSISTANCE PROG	945.00		2613
30574	01/11/22 CUMMINGS JAMES J. CUMMINGS, JR.	170.10		2613
30575	01/11/22 DAILYNEW THE PHILADELPHIA INQUIRER	233.80		2613
30576	01/11/22 DELTA DELTA DENTAL OF NJ, INC.	4,669.57		2613
30577	01/11/22 DOYLE James J. Doyle	170.10		2613
30578	01/11/22 EDMUNDS EDMUNDS GOVTECH	9,594.45		2613
30579	01/11/22 EVOQUA EVOQUA WATER TECHNOLOGIES LLC	2,145.00		2613
30580	01/11/22 GATEWAY GATEWAY DINER	200.00		2613
30581	01/11/22 GKEICH GARY KEICH	170.10		2613
30582	01/11/22 GRAINGER GRAINGER	721.64		2613
30583	01/11/22 HAINES Haines Farm & Garden Supply	150.61		2613
30584	01/11/22 INDALARM INDEPENDENT ALARM INC	660.00		2613
30585	01/11/22 INGRAM WILLIAM INGRAM	170.10		2613
30586	01/11/22 INQUIRER THE PHILADELPHIA INQUIRER	415.80		2613
30587	01/11/22 JKRAMER JOSEPH KRAMER	170.10		2613
30588	01/11/22 LOUGHERY BERNADETTE A LOUGHERY	170.10		2613
30589	01/11/22 LUTHMAN DAVID A. LUTHMAN	1,516.67		2613
30590	01/11/22 MACANANY PATRICIA MACANANY	308.05		2613
30591	01/11/22 NJAMERWA NEW JERSEY AMERICAN WTR CO INC	160.66		2613
30592	01/11/22 NJAWSTA NEW JERSEY AMERICAN WATER	118.46		2613
30593	01/11/22 NJFIRE NJ DIVISION OF FIRE SAFETY	191.00		2613
30594	01/11/22 NJMVC NEW JERSEY MOTOR VEHICLE COMM	150.00		2613
30595	01/11/22 NJUAJIF NJ UTILITY AUTHORITIES JIF	66,719.00		2613
30596	01/11/22 OCC ONE CALL CONCEPTS, INC.	288.86		2613
30597	01/11/22 ORTH WILLIAM ORTH	159.34		2613
30598	01/11/22 PDOYLE PATRICK J. DOYLE	170.10		2613
30599	01/11/22 PFLUGFEL DEBORAH PFLUGFELDER	170.10		2613
30600	01/11/22 PHILA PHILA. BUSINESS FORMS INC.	1,356.70		2613
30601	01/11/22 R ORTH ORTH, REGINA	340.20		2613
30602	01/11/22 REMING REMINGTON VERNICK ENGR INC	953.50		2613

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		OPERATING ACCOUNT	Continued		
30603	01/11/22	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	249.01		2613
30604	01/11/22	RINGRAM RICHARD INGRAM	340.20		2613
30605	01/11/22	SCHWER SCHWERING HARDWARE, INC.	53.41		2613
30606	01/11/22	SMART SMART STITCH LLC	210.00		2613
30607	01/11/22	SOUTHJ SOUTH JERSEY WELDING SPLY CO.	306.51		2613
30608	01/11/22	STEWART STEWART BUSINESS SYSTEMS	80.15		2613
30609	01/11/22	UNIFIRST UNIFIRST FIRST AID CORP	253.25		2613
30610	01/11/22	UNUM UNUM LIFE INSUR CO OF AMERICA	1,358.76		2613
30611	01/11/22	USPOST UNITED STATES POSTAL SERVICE	322.00		2613
30612	01/11/22	VERIZON VERIZON WIRELESS	99.75		2613
30613	01/11/22	WATERENV WATER ENVIRONMENT FEDERATION	481.00		2613
30614	01/11/22	WBMASON W.B. MASON CO., INC.	452.22		2613
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	51	0	106,163.44	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	51	0	106,163.44	0.00
Report Totals					
	Checks:	55	0	289,005.23	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	55	0	289,005.23	0.00

December 15, 2021
03:14 PM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	1 Flat:	51.50-	Exc:	0.00	Ref Num:	3813
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	1 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

December 15, 2021
03:13 PM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
21338604-0	Sewer	S10	B	21	3	51.50-	0.00	51.50-	SOLD AFTER QUARTER	N		12/15/21	1
SHAH, ARPISH ABHAYKUMAR													

December 16, 2021
08:02 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	1 Flat:	51.50-	Exc:	0.00	Ref Num:	3814
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	1 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

December 16, 2021
08:01 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
21338605-0	Sewer	S10	B	21	3	51.50-	0.00	51.50-	NOT SOLD AFTER QTR	N		12/16/21	1

VESPE, FRANK

January 5, 2022
10:52 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	1 Flat:	17.17-	Exc:	0.00	Ref Num:	3820
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	1 Flat:	17.17-	Exc:	0.00	Total Updated:	17.17-

January 5, 2022
10:51 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90253000-0	Sewer	S98	B	22	1	17.17-	0.00	17.17-	ACCT CHGED TO QTRLY	N		01/05/22	1

DELAIR ALUMINUM

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY TO AWARD THE
ANNUAL EMERGENCY SEWER SYSTEMS REPAIRS
CONTRACT 22-01**

WHEREAS, the Pennsauken Sewerage Authority having met in Reorganization session on January 11, 2022; 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, the apparent low bidder was SAR Automotive Equipment having submitted a bid in the amount of \$363,475.00; and

NOW, THEREFORE, BE IT RESOLVED that the Pennsauken Sewerage Authority shall enter a contract with **SAR Automotive Equipment** in an amount of Three hundred sixty-three thousand, four hundred seventy-five dollars (\$363,475.00) for the Annual Emergency Sewer Systems Repairs.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes

Mr. Gregory Schofield – Yes

Mr. Dennis Archible – Yes

Mr. Timothy Ellis – Yes

Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
TO AWARD THE ANNUAL EMERGENCY PUMP STATION REPAIRS
CONTRACT 22-02**

WHEREAS, the Pennsauken Sewerage Authority (“PSA”) having met at their Reorganization Meeting on January 11, 2022; and

WHEREAS, the PSA desires to enter an appropriate contract(s) for Annual Emergency Pump Station Repairs and having duly advertised for and receiving bids for same; and

WHEREAS, one qualified bid was received from Municipal Maintenance, Inc. in the amount of \$184,375.00.

NOW, THEREFORE, BE IT RESOLVED, that the Pennsauken Sewerage Authority shall enter a contract with Municipal Maintenance, Inc. in an amount of One hundred eighty-four thousand, three hundred seventy-five dollars (\$184,375.00) for the Annual Emergency Pump Station Repairs.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

- C. Resolution No. 22-16 – Awarding Contract 22-03 – Annual Service Contract for the Maintenance of Air Scrubber Systems Installed at Pump Stations 1 & 6 for the Fiscal Year 2022 to Evoqua Water Technologies.

A motion was made by Mr. Archible, seconded by Mr. Pennestri to approve the contract. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-16

- D. Resolution No. 22-17 – Authorizing the Renewal of an Agreement Between the National Purchasing Cooperative Known as National Buyboard and the Pennsauken Sewerage Authority for Fiscal Year 2022.

A motion was made by Mr. Archible, seconded by Mr. Pennestri Authorizing the Renewal of an Agreement Between the National Purchasing Cooperative Known as National Buyboard and the Pennsauken Sewerage Authority for the Fiscal Year 2022. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-17

- E. Resolution No. 22-18 – Authorizing a Budget Transfer for F/Y 2021.

A motion was made by Mr. Ellis, seconded by Mr. Archible Authorizing a Budget Transfer for F/Y 2021. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-18

- F. Resolution No. 22-19 – Adopting 2022 Temporary Budget.

A motion was made by Mr. Archible, seconded by Mr. Schofield Adopting 2022 Temporary Budget. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-19

- G. Resolution 22-20 – Approving 2022 Budget.

A motion was made by Mr. Archible, seconded by Mr. Ellis Approving 2022 Budget. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 22-20

- H. Resolution 22-21 – Authorizing Appointment of an Actuarial Consultant.

A motion was made by Mr. Archible, seconded by Mr. Ellis Authorizing Appointment of an Actuarial Consultant. On roll call all Commissioners present voted yes via teleconference and the motion carried.

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY TO AWARD THE
SERVICE CONTRACT FOR THE MAINTENANCE OF AIR SCRUBBER SYSTEMS
INSTALLED AT PUMP STATIONS 1 & 6
CONTRACT NO. 22-03**

WHEREAS, the Pennsauken Sewerage Authority having met in the Reorganization session of January 11, 2022; and

WHEREAS, the Pennsauken Sewerage Authority desires to enter an appropriate service contract(s) for the maintenance of air scrubber systems installed at pump stations 1 & 6 and having duly advertised for and receiving bids for same; and

WHEREAS, one qualified bid was received from Evoqua Water Technologies.

NOW, THEREFORE, BE IT RESOLVED, that the Pennsauken Sewerage Authority shall enter a contract with **Evoqua Water Technologies** in an amount of Twenty-seven thousand, five hundred forty dollars (\$27,540.00) for the Maintenance of Air Scrubber Systems at Pump Stations 1 & 6 for the fiscal year 2022.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**RESOLUTION OF THE PENNSAUKEN SEWERAGE
AUTHORITY AUTHORIZING THE RENEWAL OF AN
AGREEMENT BETWEEN THE NATIONAL PURCHASING
COOPERATIVE KNOWN AS NATIONAL BUYBOARD AND
THE PENNSAUKEN SEWERAGE AUTHORITY FOR FISCAL YEAR 2022**

WHEREAS. the Pennsauken Sewerage Authority (“PSA”) having met for the purpose of Reorganization; and

WHEREAS, the Pennsauken Sewerage Authority became a member of the National Purchasing Cooperative (“Cooperative”) known as National BuyBoard (“BuyBoard”) effective with Resolution 21-23 dated 6/15/21; and

WHEREAS, PSA entered into the Cooperative by executing a National Purchasing Cooperative Organizational Interlocal Agreement (“Agreement”) dated 6/18/21 that automatically renews each year for a term of one year.

NOW, THEREFORE, BE IT RESOLVED, PSA authorizes the renewal of the attached Agreement for the fiscal year 2022; and

BE IT FURTHER RESOLVED, that the execution of this Resolution is conclusive evidence of the PSA’s approval of this action and of the authority granted herein. PSA warrants that it has, and at the time of this action had, full power and lawful authority to adopt this resolution.


Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022



**NATIONAL PURCHASING COOPERATIVE
INTERLOCAL PARTICIPATION AGREEMENT**

This Interlocal Participation Agreement ("Agreement") is made and entered into on the date indicated below by and between The National Purchasing Cooperative ("Cooperative"), an administrative agency of cooperating local governments, acting on its own behalf and the behalf of all participating local governments, and the undersigned local government ("Cooperative Member").

I. RECITALS

WHEREAS, the National Purchasing Cooperative was formed on May 26, 2010, pursuant to MD. CODE ANN., STATE FIN. & PROC. § 13-110 (West 2009), and R.I.GEN.LAWS § 16-2-9.2 (2009); and

WHEREAS, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize the various potential economies, including administrative cost savings, for Cooperative Members;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Cooperative Member and the Cooperative agree as follows.

II. TERMS AND CONDITIONS

1. **Adopt Organizational Interlocal Cooperation Agreement.** The Cooperative Member by the execution or acceptance of this Agreement hereby adopts and approves the Organizational Interlocal Agreement dated May 26, 2010, which agreement is incorporated herein by reference (and is available from the Cooperative upon request). The Organizational Interlocal Agreement established the Cooperative as an administrative agency of its collective participants, and Cooperative Member agrees to become a participant or additional party to that Organizational Interlocal Agreement.
2. **Term.** The initial term of this Agreement shall commence on the date it is executed by both parties and shall automatically renew for successive one-year terms unless sooner terminated in accordance with the provisions of this Agreement.
3. **Termination.**
 - (a) **By the Cooperative Member.** This Agreement may be terminated by the Cooperative Member at any time by thirty (30) days prior written notice to the Cooperative, provided any amounts owed to any vendor have been fully paid.

(b) **By the Cooperative.** The Cooperative may terminate this Agreement by:

(1) Giving ten (10) days notice by certified mail to the Cooperative Member if the Cooperative Member breaches this Agreement; or

(2) Giving thirty (30) days notice by certified mail to the Cooperative Member with or without cause.

(c) **Termination Procedure.** If the Cooperative Member terminates its participation under this Agreement or breaches this Agreement, or if the Cooperative terminates participation of the Cooperative Member, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will not be entitled to a distribution which may occur after the Cooperative Member terminates from the Cooperative.

4. **Payments by Cooperative Member.** The Cooperative Member will make timely payments to the vendor for the goods, materials and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the procuring Cooperative Member shall be the exclusive obligation of the procuring Cooperative Member, and not the Cooperative. Furthermore, the Cooperative Member is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Cooperative Member deems necessary or desirable under federal, state or local law, local policy or rule, or within its business judgment.
5. **Payments by Vendors.** The parties agree that the Cooperative will require payment from vendors which are selected to provide goods, materials or services to Cooperative Members. Such payment (hereafter "Vendor Fees") may be up to two percent (2%) of the purchase price paid by Cooperative Members or a flat fee amount that may be set from time to time by the Cooperative Board of Directors. Cooperative Member agrees that these Vendor Fees fairly compensate the Cooperative for the services and functions performed under this Agreement and that these Vendor Fees enable the Cooperative to pay the administrative, endorsement, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for the Cooperative Members. Further, Cooperative Member affirmatively disclaims any rights to such Vendor Fees, acknowledging all such fees are the property of the Cooperative. Similarly, in no event shall a Cooperative Member be responsible for payment of Vendor Fees.
6. **Distribution.** From time to time, and at the sole discretion of the Cooperative Board of Directors, the Cooperative may issue a distribution to Cooperative Members under a plan developed by the Cooperative Board of Directors. The Cooperative Member acknowledges that a distribution is never guaranteed and will depend on the overall financial condition of the Cooperative at the time of the distribution and the purchases made by the Cooperative Member.
7. **Administration.** The Cooperative may enter into contracts with others, including non-profit associations, for the administration, operation and sponsorship of the purchasing program provided by this Agreement. The Cooperative will provide reports, at least annually, to the Cooperative Member electronically or by

mail. Cooperative Member will report purchase orders generated under this Agreement to the Cooperative or its designee, in accordance with instructions of the Cooperative.

8. **BuyBoard®.** Cooperative Member will have a non-exclusive license to use the BuyBoard electronic purchasing application (BuyBoard) during the term of this Agreement. Cooperative Member acknowledges and agrees that the BuyBoard electronic application and trade name are owned by the Texas Association of School Boards, Inc., and that neither the Cooperative nor the Cooperative Member has any proprietary rights in the BuyBoard electronic application or trade name. The Cooperative Member will not attempt to resell, rent, or otherwise distribute any part of BuyBoard to any other party; nor will it attempt to modify the BuyBoard programs on the server or acquire the programming code. The Cooperative Member may not attempt to modify, adapt, translate, distribute, reverse engineer, decompile, or disassemble any component of the application. The Cooperative Member will use BuyBoard in accordance with instructions from the Cooperative (or its designee) and will discontinue use upon termination of participation in the Cooperative. The Cooperative Member will maintain equipment, software and conduct testing to operate the BuyBoard system at its own expense.

III. GENERAL PROVISIONS

1. **Amendment by Notice.** The Board may amend this Agreement, provided that prior written notice is sent to the Cooperative Member at least 60 days prior to the effective date of any change described in such amendment and provided that the Cooperative Member does not terminate its participation in the Cooperative before the expiration of said 60 days.
2. **Authorization to Participate and Compliance with Local Policies.** Each Cooperative Member represents that its governing body has duly authorized its participation in the Cooperative and that the Cooperative Member will comply with all state and local laws and policies pertaining to purchasing of goods and services through its membership in the Cooperative.
3. **Bylaws.** The Cooperative Member agrees to abide by the Bylaws of the Cooperative, as they may be amended, and any and all written policies and procedures established by the Cooperative. Notwithstanding the foregoing, the Cooperative shall provide written notice to the Cooperative Member of any amendment to the Bylaws of the Cooperative and any written policy or procedure of the Cooperative that is intended to be binding on the Cooperative Member. The Cooperative shall promptly notify all Cooperative Members in writing of any Bylaw amendment, policy or procedure change.
4. **Cooperation and Access.** The Cooperative Member agrees that it will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to audit the relevant records of any Cooperative Member. Any breach of this provision shall be considered material and shall make the Agreement subject to termination on ten (10) days written notice to the Cooperative Member.
5. **Coordinator.** The Cooperative Member agrees to appoint a program coordinator who shall have express authority to represent and bind the Cooperative Member, and the Cooperative will not be required to contact any other individual regarding program matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

6. **Current Revenue.** The Cooperative Member hereby represents that all payments, fees, and disbursements required of it hereunder shall be made from current revenues budgeted and available to the Cooperative Member.
7. **Defense and Prosecution of Claims.** The Cooperative Member authorizes the Cooperative to regulate the commencement, defense, intervention, or participation in a judicial, administrative, or other governmental proceeding or in an arbitration, mediation, or any other form of alternative dispute resolution, or other appearances of the Cooperative in any litigation, claim or dispute which arises from the services provided by the Cooperative on behalf of its members, collectively or individually. Neither this provision nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement.
8. **Governance.** The Board of Directors (Board) will govern the Cooperative in accordance with the Bylaws.
9. **Legal Authority.** The Cooperative Member represents to the Cooperative the following:
 - a) The Cooperative Member has conferred with legal counsel and determined it is duly authorized by the laws of the jurisdiction in which the Cooperative Member lies to participate in cooperative purchasing, and specifically, the National Purchasing Cooperative.
 - b) The Cooperative Member possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.
 - c) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law.
 - d) All requirements—local or state—for a third party to approve, record or authorize the Agreement have been met.
10. **Disclaimer.** THE COOPERATIVE, ITS ENDORSERS, SPONSORS AND SERVICING CONTRACTORS, INCLUDING THE NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) AND THE TEXAS ASSOCIATION OF SCHOOL BOARDS, INC. (TASB), DO NOT WARRANT THAT THE OPERATION OR USE OF COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

THE COOPERATIVE, ITS ENDORSERS, SPONSORS AND SERVICING CONTRACTORS, HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

11. **Limitation of Liability.** Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:
 - (a) Neither party waives any immunity from liability afforded under law;

- (b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
- (c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member's purchase activity, within 12 months of when the lawsuit or action was filed; and
- (d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney's fees.

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties further agree to limit the liability of the Cooperative's Endorsers, Sponsors and Servicing Contractors (defined in Paragraph 11, above) up to the maximum amount each received from or through the Cooperative, as a direct result of the undersigned Cooperative Member's purchase activity, within 12 months of the filing of any lawsuit or action.

- 12. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.
- 13. **Merger/Entirety.** This Agreement, together with the Cooperative's Bylaws and Organizational Interlocal Agreement, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.
- 14. **Notice.** Any written notice to the Cooperative may be given by e-mail to NSBA at BuyBoard@nsba.org; by U.S. mail, postage prepaid, and delivered to the National Purchasing Cooperative, 1680 Duke Street FL2, Alexandria, VA, 22314; or other mode of delivery typically used in commerce and accessible to the intended recipient. Notices to Cooperative Member may be given by e-mail to the Cooperative Member's Coordinator or other e-mail address of record provided by the Cooperative Member; by U.S. mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor); or other mode of delivery typically used in commerce and accessible to the intended recipient.
- 15. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
- 16. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon an electronic or facsimile signature as if it were an original. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
- 17. **Authority.** By the execution and delivery of this Agreement, each undersigned individual represents that he or she is authorized to bind the entity that is a party to this Agreement.

IN WITNESS WHEREOF, the parties, acting through their duly authorized representatives, accept this Agreement.

TO BE COMPLETED BY THE NATIONAL PURCHASING COOPERATIVE:

By: Valarui M. Cash
Director, Member & Leadership Services
National School Boards Association
On behalf of the National Purchasing Cooperative

Date: 7/1/2021

TO BE COMPLETED BY COOPERATIVE MEMBER:

[Signature required unless accepted as an Amendment by Notice as described in the Agreement.]

Pennsauken Sewerage Authority

(Name of Local Government)

By: Bill Orth
Signature of authorized representative of Cooperative Member

Date: 6/18/21

Bill Orth, Executive Director

Printed name and title of authorized representative

Coordinator for the
Cooperative Member is:

Anthony Figueroa

Name

Superintendent

Title

1250 John Tipton Blvd., P O Box 518

Mailing Address

Pennsauken

City

NJ

08110

State

Zip Code

856-663-5542

Telephone

856-663-5718

Fax

afigueroa@psewer.com

Email

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING A BUDGET TRANSFER FOR F/Y 2021**

WHEREAS, the Pennsauken Sewerage Authority having met at the Reorganization Meeting on January 11, 2022; and

WHEREAS, the Authority budget for the year ending December 31, 2021 was adopted on November 20, 2020; and

WHEREAS, N.J.A.C. 5:31-2.8 provides that all amendments to the budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership; and

WHEREAS, the Authority's Treasurer has found it necessary to increase certain line items and recommends amendments to its budget for fiscal year ending December 31, 2021; and

WHEREAS, the Treasurer has determined there are funds in excess of amounts required to meet expenditures through the end of the fiscal year in certain line items.

NOW, THEREFORE, BE IT RESOLVED that the following transfers be made to the adopted budget of the Pennsauken Sewerage Authority for its fiscal year ending December 31, 2021.

**2021 BUDGET TRANSFER
OFFICIAL RESOLUTION WILL BE PRESENTED AT
MEETING**

ACCOUNT	FROM	TO
ADMIN		
Health Insurance	\$ 15,250.00	\$
PERS		12,900.00
Public Officials Liability		1,250.00
Postage		100.00
Telephone Exp		1,000.00
O & M		
Health Ins	12,900.00	
PERS		12,900.00
	<u>\$ 28,150.00</u>	<u>\$ 28,150.00</u>

BE IT FURTHER RESOLVED that two certified copies of this complete amendment and resolution be filed forthwith with the Director of Division of Local Government Services for his certification of the Authority Budget so amended.

CERTIFICATION

It is hereby certified that this is a true copy of a Resolution amending the budget, adopted by the Governing body on the 11th day of Jan, 2022.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
ADOPTING 2022 TEMPORARY BUDGET**

WHEREAS, New Jersey Administrative Code 5:31-2.5(c) provides that by resolution adopted prior to the beginning of the fiscal year or within the first 30 days of the fiscal year make temporary appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget.; and

WHEREAS, the total appropriations in the 2021 Budget is \$4,443,500.00 and

WHEREAS, the date of this Resolution is within the first thirty days of January 2022.

NOW THEREFORE, BE IT RESOLVED, by the governing body of the Pennsauken Sewerage Authority, at an open public meeting held on January 11, 2022 that the Temporary Budget in the amount of total net appropriations of \$4,363,500.00 be adopted until such time as the Regular Budget for the year 2022 is adopted and approved by the Bureau of Authority Regulation.



Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

2022 AUTHORITY BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2021 TO DECEMBER 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Pennsauken Sewerage Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Pennsauken Sewerage Authority at its open public meeting of January 11, 2022; and

WHEREAS, the Annual Budget and Capital Budget for the Pennsauken Sewer Authority was to be presented before the governing body of the Pennsauken Sewer Authority at its open public meeting of October 19, 2021; however due to an issue with the Authority email program, correspondence was not received which prevented the Authority from introducing the budget; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,513,500.00, Total Appropriations, including any Accumulated Deficit if any, of \$4,513,500.00 and Total Unrestricted Net Position utilized of 150,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$90,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$90,000.00; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pennsauken Sewerage Authority, at an open public meeting held on January 11, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Pennsauken Sewerage Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Pennsauken Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 15, 2022.


Bill Orth, Secretary

January 11, 2022

Governing Body member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Oren Lutz	X			
Gregory Schofield	X			
Dennis Archible	X			
Timothy Ellis	X			
James Pennestri	X			

See Resolution No. 22-21

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

See Treasurer's Report

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

See Superintendent's Report

The Chairman asked for the Engineer's reports.

Dennis Yoder from Remington and Vernick Engineers had nothing further to report but thanked the Commissioners for the reappointment of Remington & Vernick as one of the Authority's Engineers.

The Chairman asked the Commissioners for any reports.

The Commissioners had nothing further to report.

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

Mr. Luthman had nothing to report.

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

Mr. Orth had nothing further to report.

Correspondence:

1. Meeting and Holiday Schedule for 2022

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

Respectfully Submitted,



Bill Orth, Secretary

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING APPOINTMENT OF AN ACTUARIAL CONSULTANT**

WHEREAS, the Pennsauken Sewerage Authority (Authority) having met at the Reorganization Meeting on January 11, 2022; and

WHEREAS, the Authority is required under the Government Accounting Standards Board (GASB) to have a complete actuarial measurement of Other Post-Employment Benefits completed; and

WHEREAS, the Authority finds it necessary and advisable to appoint an actuary for the purpose of preparing a January 1, 2021 GASB 75 valuation; and

WHEREAS, the Authority is authorized to enter a contract for the services without public advertising for bids pursuant to N.J.S.A. 40A:11-5.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Foster & Foster** is hereby appointed as Actuary and authorized to prepare the GASB Statement 75 valuation, which will provide disclosure values as of January 1, 2021.
2. **BE IT FURTHER RESOLVED** that **Foster and Foster** shall be paid the fee of \$ 3,600.00 upon completion of the GASB 75 Statement.
3. **BE IT FURTHER RESOLVED** that the Secretary of the 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 **Foster & Foster** has been appointed as Actuarial Consultant to the Pennsauken Sewerage Authority. The Actuarial Consultant shall prepare the annual Government Account Standards Board Statement (GASB) 75

for 2021 and Other Post Employment Benefit liability and shall be compensated \$3,600.00 upon completion of the GASB 75 Statement.


Bill Orth, Secretary

ROLL CALL:

Mr. Oren Lutz – Yes
Mr. Gregory Schofield – Yes
Mr. Dennis Archible – Yes
Mr. Timothy Ellis – Yes
Mr. James Pennestri – Yes

ADOPTED: January 11, 2022

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2021 - DECEMBER 31, 2021
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	2,725,000.00	\$ 105,784.45	\$ 2,668,839.32	\$ 358.25	\$ 2,763,383.41
4004 COMMERCIAL	1,480,000.00	\$ 17,859.06	\$ 1,383,270.85	\$ 18,425.00	\$ 1,266,783.02
4005 PENALTY	45,000.00	\$ 3,338.66	\$ 91,999.38	\$ 6,233.54	\$ 87,195.68
4002 MERCH	205,000.00	\$ 102,338.55	\$ 207,846.52	\$ 102,238.55	\$ 207,746.52
4003 C/H	32,000.00		\$ 30,337.20		\$ 30,337.20
4012 OTHER INCOME	3,000.00	\$ 275.00	\$ 275.00		\$ 275.00
4013 INVEST INT	5,000.00	\$ 153.48	\$ 1,814.98		\$ 1,814.98
4014 TRUSTEE INT	15,000.00	\$ 7,261.30	\$ 19,927.82		\$ 19,927.82
4016 PERMITS (RES)	60,000.00	\$ 400.00	\$ 73,060.00		\$ 73,060.00
4019 PERMITS (COMM)	10,000.00		\$ 5,958.22		\$ 5,958.22
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00		\$ 11,376.00		\$ 11,376.00
4017-18- FILING-INSP.	\$500.00		\$ 45.00		\$ 45.00
4050 INT./NOTES PAY.	-		\$ -		\$ -
Anticipated Balance	-				
TOTALS	4,593,500.00	237,410.50	4,494,750.29	127,255.34	4,467,902.85
		<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
ASSETS/CAPITAL		\$ 590,000.00	\$ -	\$ 65,414.30	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,670,954.24
PAYROLL	\$6,853.22
REVENUE	\$ 11.06
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 59,733.73
R & R	\$ 280,216.94
GENERAL	\$ 175,967.34

Investments under Trustee Accounts:

56,767.18 CD with 1st Colonial Bank @ .30% - MATURES 11/05/21
196,626.56 CD with 1st Colonial Bank @ 2% - MATURES 12/24/23
83,138.18 CD with 1st Colonial Bank @ 30% - Matures 10/29/21
109,343.24 CD with 1st Colonial Bank @ 30% - Matures 10/29/21
69,777.03 Money Market

Account Id	Account Description	Anticipated/Budget	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/Def	%Expd/%Real
01-00-410-001	Residential	2,725,000.00	358.25	2,763,383.41	38,383.41	101.4100
01-00-410-002	Merchantville	205,000.00	102,238.55	207,746.52	2,746.52	101.3400
01-00-410-003	Cherry Hill	32,000.00	0	30,337.20	-1,662.80	94.8000
01-00-410-004	Commercial	1,480,000.00	18,425.00	1,266,783.02	-213,216.98	85.5900
01-00-410-005	A/R Penalty	45,000.00	6,233.54	87,195.68	42,195.68	193.7700
	410 Total	4,487,000.00	127,255.34	4,355,445.83	-131,554.17	
01-00-415-001	Permits- Residential	60,000.00	400.00	73,060.00	13,060.00	121.7700
01-00-415-002	Permits - Commercial	10,000.00	0	5,958.22	-4,041.78	59.5800
01-00-415-003	Permits - Merchantville	1,000.00	0	0	-1,000.00	0
	415 Total	71,000.00	400.00	79,018.22	8,018.22	
01-00-420-001	Other Income	3,000.00	275.00	275.00	-2,725.00	9.1700
01-00-420-002	Application and Inspection Fees	500.00	0	45.00	-455.00	9.0000
01-00-420-004	JIF Insurance Premium Refund	12,000.00	0	11,376.00	-624.00	94.8000
	420 Total	15,500.00	275.00	11,696.00	-3,804.00	
01-00-425-001	Interest from Operating Fund	5,000.00	153.48	1,814.98	-3,185.02	36.3000
01-00-425-002	Interest from Trustee Accounts	15,000.00	7,261.30	19,927.82	4,927.82	132.8500
	00 Total	4,593,500.00	135,345.12	4,467,902.85	-125,597.15	
	OPERATING FUND Revenue Total	4,593,500.00	135,345.12	4,467,902.85	-125,597.15	
01-01-510-500	ADMINISTRATION SALARIES	0	0	0	0	0
01-01-510-501	ADMIN PSA Management	295,000.00	22,680.00	294,742.15	257.85	99.9100
01-01-510-502	ADMIN Office Staff	305,000.00	24,226.50	301,820.48	3,179.52	98.9600
01-01-510-503	ADMIN: Commissioners	18,000.00	1,500.00	18,000.00	0.00	100.0000
01-01-510-600	ADMINISTRATION FRINGE BENEFITS	0	0	0	0	0
01-01-510-601	ADMIN: PERS/Employers Liabil	110,000.00	0	122,829.50	-12,829.50	111.6600
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDIC	54,000.00	2,904.04	47,825.32	6,174.68	88.5700
01-01-510-603	ADMIN: SU/SDJ/FI	6,500.00	18.75	4,122.49	2,377.51	63.4200
01-01-510-604	ADMIN: Hospital Benefits	145,000.00	1,050.55	125,515.22	19,484.78	86.5600
01-01-510-605	ADMIN: Vision, Dental & Rx	54,500.00	1,058.04	46,647.51	7,852.49	85.5900
01-01-510-607	ADMIN: Sick/Vac Payback	72,000.00	11,375.00	66,122.40	5,877.60	91.8400
01-01-510-700	ADMINISTRATION OTHER EXPENSES	0	0	0	0	0
01-01-510-721	ADMIN: Legal Fees	20,000.00	1,516.63	18,200.00	1,800.00	91.0000
01-01-510-722	ADMIN: Audit	37,000.00	0	22,025.00	14,975.00	59.5300

01-01-510-723	ADMIN: Other Professional Fees	20,000.00	0	12,775.00	7,225.00	63,880
01-01-510-736	ADMIN: Public Officials Liab.	10,000.00	0	11,207.00	-1,207.00	112,070
01-01-510-750	ADMIN: Office Supplies & Expense	15,000.00	399.51	7,886.80	7,113.20	52,580
01-01-510-751	ADMIN: Postage	10,000.00	0	10,060.70	-60.70	100,610
01-01-510-752	ADMIN: Advertising & Printing	15,000.00	3,508.57	9,297.26	5,702.74	61,980
01-01-510-753	ADMIN: Telephone	20,000.00	1,733.34	20,233.45	-233.45	101,170
01-01-510-754	ADMIN: Miscellaneous Exp	3,000.00	0	263.00	2,737.00	8,770
01-01-510-755	ADMIN: Service Contracts	25,000.00	295.24	12,972.65	12,027.35	51,890
01-01-510-756	ADMIN: Equipment Rental	3,500.00	0	2,989.17	510.83	85,400
01-01-510-757	ADMIN: Building Utilities	25,000.00	766.67	18,322.06	6,677.94	73,290
01-01-510-758	ADMIN: Building Exp. & Repairs	25,000.00	391.99	12,249.81	12,750.19	49,000
01-01-510-759	ADMIN: Financial Exp	2,000.00	0	1,940.00	60.00	97,000
01-01-510-760	ADMIN: Bad Debt Exp	500.00	0	0	500.00	0
01-01-510-762	ADMIN: Education/Dues	10,000.00	0	4,463.83	5,536.17	44,640
01-01-510-763	ADMIN: Civic Involvement	182,500.00	0	182,500.00	0.00	100,000
	Administration Total	1,483,500.00	73,424.83	1,375,010.80	108,489.20	0
01-02-520-500	COST OF SERVICE SALARIES	0	0	0	0	0
01-02-520-505	O&M: Union Salaries	1,000,000.00	74,621.30	884,371.87	115,628.13	88,440
01-02-520-506	O&M: Management Salaries	265,000.00	13,440.00	254,744.04	10,255.96	96,130
01-02-520-600	COST OF SERVICE FRINGE BENEFIT	0	0	0	0	0
01-02-520-601	O&M: PERS	110,000.00	0	122,829.52	-12,829.52	111,660
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICA	105,000.00	6,551.38	93,702.27	11,297.73	89,240
01-02-520-603	O&M: SUI/SDI/FLI	13,500.00	46.18	7,803.17	5,696.83	57,800
01-02-520-604	O&M: Hospitalization Benefits	320,000.00	1,336.50	275,142.14	44,857.86	85,980
01-02-520-605	O&M: Vision, Dental & Rx	114,500.00	1,442.65	93,281.04	21,218.96	81,470
01-02-520-607	O&M: Sick/Vac Payback	140,000.00	1,420.00	134,155.19	5,844.81	95,830
01-02-520-608	O&M: Uniform Exp.	8,000.00	210.00	6,201.70	1,798.30	77,520
01-02-520-700	COST OF SERVICE OTHER EXPENSES	0	0	0	0	0
01-02-520-711	O&M: Engineer Fees	25,000.00	1,480.34	11,400.59	13,599.41	45,600
01-02-520-731	O&M: General Liability/Auto Ins	34,500.00	0	27,380.00	7,120.00	79,360
01-02-520-732	O&M: Worker's Comp Insurance	67,000.00	0	55,678.00	11,322.00	83,100
01-02-520-733	O&M: Property/Insurance	29,500.00	0	27,431.00	2,069.00	92,990
01-02-520-735	O&M: Fund Expense (JIF)	10,000.00	0	4,014.00	5,986.00	40,140
01-02-520-741	O&M: Uninsured Liabilities	10,000.00	0	0.00	10,000.00	0

01-02-520-755	O&M: Service Contracts	30,000.00	2,145.00	23,525.00	6,475.00	78,4200
01-02-520-764	O&M: Station Utilities	175,000.00	9,948.46	147,892.43	27,107.57	84,5100
01-02-520-765	O&M: Trash Removal	10,000.00	0	3,358.83	6,641.17	33,5900
01-02-520-766	O&M: Oper & Maint Expense	45,000.00	2,600.60	26,629.94	18,370.06	59,1800
01-02-520-767	O&M: Safety Expense	5,000.00	992.89	3,683.98	1,316.02	73,6800
01-02-520-768	O&M: Landscaping	5,000.00	0	1,181.54	3,818.46	23,6300
01-02-520-769	O&M: Vehicle & Repair Exp	20,000.00	604.56	10,745.21	9,254.79	53,7300
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	30,000.00	0	17,072.40	12,927.60	56,9100
01-02-520-771	O&M: Collection System Expense	73,350.00	708.69	55,438.27	17,911.73	75,5800
01-02-520-772	O&M: Emergency Repairs	200,000.00	0	141,608.01	58,391.99	70,8000
01-02-520-773	O&M: Emergency Station Repairs	200,000.00	14,460.68	169,001.95	30,998.05	84,5000
01-02-520-774	O&M: Chemicals	8,025.00	0	0	8,025.00	0
01-02-520-775	O&M Permits & Licensing	6,000.00	414.38	2,538.38	3,461.62	42,3100
	Operations Total	3,059,375.00	132,423.61	2,600,810.47	458,564.53	
01-03-600-001	Bond Debt (Principal)	45,600.00	0	45,542.36	57.64	99,8700
01-03-600-002	Bond Debt (Interest)	5,025.00	0	4,918.48	106.52	97,8800
	Bond Debt Total	50,625.00	0.00	50,460.84	164.16	
	OPERATING FUND Expenditure Total	4,593,500.00	205,848.44	4,026,282.11	567,217.89	

Superintendent's Report

Meeting of January 11,2022

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

In regular and preventative maintenance we flushed 22,691 feet of gravity sewer main 568 feet was root cut and 3,463 feet was inspected using our CCTV equipment. We performed 173 utility mark outs. We responded to 44 calls for service. The call breakdown is as follows:

Main Line stoppages:	4
Vent stoppages:	17
Station alarms:	2
Miscellaneous services:	21

Respectfully submitted,



Anthony Figueroa
Superintendent

2022

Meetings & Holidays



JANUARY 2022

Mon.: 3 New Year's Day Observed
Tues: 11 Reorganization Meeting – 4:00 PM @ PSA
Mon: 17 Martin Luther King, Jr. Day – Office Closed

FEBRUARY

Tues: 15 Public Meeting – 4:00 PM @ PSA
Mon: 21 President's Day – Office Closed

MARCH

Tues: 15 Public Meeting – 4:00 PM @ PSA

APRIL

Fri: 15 Good Friday – Office Closed
Tues: 19 Public Meeting – 4:00 PM @ PSA

MAY

Tues: 17 Public Meeting – 4:00 PM @ PSA
Mon: 30 Memorial Day – Office Closed

JUNE

Tues: 21 Public Meeting – 4:00 PM @ PSA

JULY

Mon: 4 Independence Day Holiday – Office Closed
Tues: 19 Public Meeting – 4:00 PM @ PSA

AUGUST

Tues: 16 Public Meeting – 4:00 PM @ PSA

SEPTEMBER

Mon: 5 Labor Day – Office Closed
Tues: 20 Public Meeting – 4:00 PM @ PSA

OCTOBER

Mon: 10 Columbus Day – Office Closed
Tues: 18 Public Meeting – 4:00 PM @ PSA

NOVEMBER

Tues: 8 Election Day – Office Closed
Fri: 11 Veterans' Day – Office Closed
Tues: 15 Public Meeting – 4:00 PM @ PSA
Thurs: 24 Thanksgiving Day – Office Closed
Fri: 25 Office Closed

DECEMBER

Tues: 13 Public Meeting – 4:00 PM @ PSA
Mon: 26 Christmas Observed – Office Closed
Tues: 27 Office Closed