

Reorganization Meeting of January 12, 2021

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
Mr. Marco DiBattista, Assistant Director
Mr. Anthony Figueroa, Superintendent
Mr. Dennis K. Yoder, Engineer, Remington & Vernick

Also present at the Pennsauken Sewerage Authority offices was:

David A. Luthman, Solicitor

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

Mr. Luthman presented Pennsauken Township Resolution No. 2021-44 appointing James Pennestri to a five-year term as PSA Commissioner commencing January 1, 2021 and ending December 31, 2025. Mr. Luthman administered the Oath of Office and the document signed.

Mr. Luthman presented Resolution 21-01 – Appointment of the office of Chairman.

Mr. Archible moved for adoption of Resolution 21-01 with the name of Oren Lutz as Chairman, seconded by Mr. Schofield. On roll call all Commissioners present via teleconference voted yes and the motion carried.

See Resolution No. 21-01

Chairman Lutz presented Resolution 21-02 – Appointment of the office of Vice-Chairman.

RESOLUTION APPOINTING JAMES PENNESTRI 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 5, 2021 and expiring December 31, 2025:

JAMES PENNESTRI

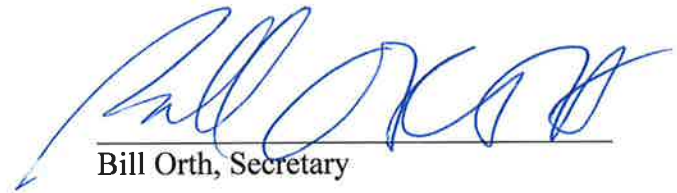
BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Acting Township Clerk to the Chief Financial Officer, Pennsauken Sewerage Authority and James Pennestri.

TOWNSHIP OF PENNSAUKEN

PAMELA SCOTT-FORMAN
ACTING 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, 2021 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 12, 2021

Mr. Archible moved for adoption of Resolution 21-02 with the name of Gregory Schofield, seconded by Mr. Ellis. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 21-02

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 2021 from Resolution 21-03 to and including 21-13.

Resolution No. 21-03 – Appointment of David A. Luthman, Esquire as the Solicitor.

Resolution No. 21-04 – Appointment of T & M Associates, Inc., and Remington & Vernick as Engineers.

Resolution No. 21-05 – Appointment of Bowman & Company as Auditors.

Resolution No. 21-06 – Appointment of Connor Strong Companies, Inc., as Insurance Broker/Risk Manager.

Resolution No. 21-07 – Appointment of Parker, McCay as Bond Council.

Resolution No. 21-08 – Appointment of Bill Orth as Fund Commissioner & Anthony Figueroa as Alternate.

Resolution No. 21-09 – Cash Management Plan – Designation of Depository as 1st Colonial Bank.

Resolution No. 21-10 – Designation of Official Newspapers as All Around Pennsauken, Courier Post, Burlington County Times and the Philadelphia Inquirer.

Resolution No. 21-11 – Bond of Treasurer.

Resolution No. 21-12 – Surety Bond for Employees

Resolution No. 21-13 – To Approve and Authorize the Designation of Superintendent, Anthony Figueroa, as the Public Agency Compliance Officer.

Mr. Archible moved to adopt Resolutions 21-03 through 21-13 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. 21-03 – 21-13

**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, 2021 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 12, 2021

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 12, 2021 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, 2021 through December 31, 2021 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, 2021 through December 31, 2021. 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 12, 2021

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 12, 2021, 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 2021 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, 2021 through December 31, 2021 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, 2021 through December 31, 2021. 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 12, 2021

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 12, 2020, and;

WHEREAS, the Pennsauken Sewerage Authority finds it necessary and advisable to appoint and employ an auditor for the Fiscal Year 2021 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, 2021 through December 31, 2021 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, 2021 through December 31, 2021. 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 12, 2021

**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 12, 2021, 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, 2021 through December 31, 2021 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, 2021 through December 31, 2021. 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 12, 2021

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

WHEREAS, the Pennsauken Sewerage Authority, having met for the purpose of reorganization on January 12, 2021 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, 2021 through December 31, 2021 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, 2021 through December 31, 2021.



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 12, 2021

**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 12, 2021 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, 2021 and ending December 31, 2021 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 12, 2021

**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, 2021 and ending December 31, 2021.

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 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 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 12, 2021

**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, 2021 and ending December 31, 2021.



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 12, 2021

**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 12, 2021

**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 12, 2021

**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 12, 2021

The minutes of the meeting of December 8, 2020 were presented for approval.

A motion was made by Mr. Archible, 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 \$544,265.20.

A motion was made by Mr. Schofield, seconded by Mr. Archible 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 Balance Adjustment No. 20150 was presented.

A motion was made by Mr. Schofield, seconded by Mr. Archible to approve the balance adjustment. 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. 21-14 – Awarding Contract #21-01 – Annual Sewer System Repairs for 2021 to SAR Automotive Equipment.

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

See Resolution No. 21-14

- B. Resolution No. 21-15 – Awarding Contract #21-02 – Annual Maintenance and Repair of Electrical and Mechanical Systems for 2021 to Longo Electrical-Mechanical, Inc., and Municipal Maintenance, Inc.

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

See Resolution No. 21-15

- C. Resolution No. 21-16 – Awarding Contract 21-03 – Annual Service Contract for the Maintenance of Air Scrubber Systems Installed at Pump Stations 1 & 6 for the Fiscal Year 2021 to Evoqua Water Technologies.

JANUARY 12, 2021

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$544,265.20

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 12/09/20 to 01/12/21
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			
1089	12/15/20	PAYROLL PAYROLL ACCOUNT	56,278.51	12/31/20	2468
1090	12/22/20	PAYROLL PAYROLL ACCOUNT	45,504.48	12/31/20	2473
1091	12/28/20	PAYROLL PAYROLL ACCOUNT	52,348.54	12/31/20	2475
1092	01/06/21	PAYROLL PAYROLL ACCOUNT	77,607.58		2477
1093	01/12/21	PAYROLL PAYROLL ACCOUNT	44,249.72		2479

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	5	0	275,988.83	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>5</u>	<u>0</u>	<u>275,988.83</u>	<u>0.00</u>

OPERATING	OPERATING ACCOUNT	Amount Paid	Reconciled/Void	Ref Num	
29876	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29877	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29878	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29879	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29880	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29881	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29882	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29883	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29884	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29885	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29886	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29887	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29888	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29889	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29890	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29891	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29892	12/16/20	0.00	12/16/20 VOID	0 (Reason: printer error)	
29893	12/16/20		Alignment Check VOID		
29894	12/16/20	BURLTIME BURLINGTON COUNTY TIMES	48.52	12/31/20	2470
29895	12/16/20	CANON CANON SOLUTIONS AMERICA, INC.	285.00	12/31/20	2470
29896	12/16/20	COURIER COURIER POST - DAILY JOURNAL	151.92	12/31/20	2470
29897	12/16/20	CUES CUES INC	342.59	12/31/20	2470
29898	12/16/20	DEJANA DEJANA TRK & UTIL EQUIP CO.INC	315.76	12/31/20	2470
29899	12/16/20	EVOQUA EVOQUA WATER TECHNOLOGIES LLC	1,975.00	12/31/20	2470
29900	12/16/20	GALETON GALETON, INC.	432.22	12/31/20	2470
29901	12/16/20	INQUIRER THE PHILADELPHIA INQUIRER	415.80	12/31/20	2470
29902	12/16/20	KONE KONECRANES, INC.	850.00	12/31/20	2470
29903	12/16/20	NJAWSTA NEW JERSEY AMERICAN WATER	87.07		2470
29904	12/16/20	PETTY PETTY CASH	185.58	12/31/20	2470
29905	12/16/20	PSEG PUBLIC SERVICE ELEC & GAS CO.	12,467.59	12/31/20	2470
29906	12/16/20	STEWART STEWART BUSINESS SYSTEMS	75.35		2470
29907	12/16/20	SYSTEM4 SYSTEM 4	312.00		2470
29908	12/16/20	TWPENN TOWNSHIP OF PENNSAUKEN	150,000.00	12/31/20	2470
29909	12/16/20	VERIZOFF VERIZON	1,239.73		2470
29910	12/16/20	VERIZON VERIZON WIRELESS	494.29	12/31/20	2470
29911	12/16/20	REMING REMINGTON VERNICK ENGR INC	1,620.50	12/31/20	2471
29912	12/21/20	COOPER CUH EMPLOYEE ASSISTANCE PROG	945.00	12/31/20	2472

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING	OPERATING ACCOUNT	Continued			
29913	01/12/21	ABCON AB-CON EXTERMINATING INC.	30.00		2481
29914	01/12/21	ADVANCE ADVANCE AUTO PARTS	5.08		2481
29915	01/12/21	BELSITOR RICHARD J BELSITO	297.00		2481
29916	01/12/21	BIGDUES P.M.A.C.	1,000.00		2481
29917	01/12/21	BOWMAN BOWMAN & COMPANY, LLP	2,125.00		2481
29918	01/12/21	BURLTIME BURLINGTON COUNTY TIMES	33.34		2481
29919	01/12/21	CCMUA CAMDEN COUNTY MUA	88.00		2481
29920	01/12/21	COMCAST COMCAST	329.85		2481
29921	01/12/21	CUMMINGS JAMES J. CUMMINGS, JR.	148.50		2481
29922	01/12/21	DELTA DELTA DENTAL OF NJ, INC.	4,349.45		2481
29923	01/12/21	DOYLE James J. Doyle	148.50		2481
29924	01/12/21	EDMUNDS EDMUNDS GOVTECH	9,315.00		2481
29925	01/12/21	EVOQUA EVOQUA WATER TECHNOLOGIES LLC	1,975.00		2481
29926	01/12/21	INGRAM WILLIAM INGRAM	148.50		2481
29927	01/12/21	JKRAMER JOSEPH KRAMER	148.50		2481
29928	01/12/21	LOUGHERY BERNADETTE A LOUGHERY	148.50		2481
29929	01/12/21	LUTHMAN DAVID A. LUTHMAN	1,516.67		2481
29930	01/12/21	MM Municipal Maintenance Co. Inc.	5,845.09		2481
29931	01/12/21	NJAMERWA NEW JERSEY AMERICAN WTR CO INC	149.27		2481
29932	01/12/21	NJFIRE NJ DIVISION OF FIRE SAFETY	191.00		2481
29933	01/12/21	NJMVC NEW JERSEY MOTOR VEHICLE COMM	150.00		2481
29934	01/12/21	NJUAJIF NJ UTILITY AUTHORITIES JIF	62,855.00		2481
29935	01/12/21	OCC ONE CALL CONCEPTS, INC.	1,043.90		2481
29936	01/12/21	ORTH WILLIAM ORTH	159.34		2481
29937	01/12/21	PDOYLE PATRICK J. DOYLE	148.50		2481
29938	01/12/21	PFLUGFEL DEBORAH PFLUGFELDER	148.50		2481
29939	01/12/21	R ORTH ORTH, REGINA	297.00		2481
29940	01/12/21	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	225.20		2481
29941	01/12/21	RINGRAM RICHARD INGRAM	148.50		2481
29942	01/12/21	SCHWER SCHWERING HARDWARE, INC.	85.45		2481
29943	01/12/21	UNIFIRST UNIFIRST FIRST AID CORP	160.10		2481
29944	01/12/21	UNUM UNUM LIFE INSUR CO OF AMERICA	1,509.01		2481
29945	01/12/21	USPOST UNITED STATES POSTAL SERVICE	254.00		2481
29946	01/12/21	VERIZON VERIZON WIRELESS	203.73		2481
29947	01/12/21	WATERENV WATER ENVIRONMENT FEDERATION	598.00		2481
29948	01/12/21	WBMASON W.B. MASON CO., INC.	19.99		2481
29949	01/12/21	WHARTON WHARTON HARDWARE & SPLY CORP	33.98		2481

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	56	18	268,276.37	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	56	18	268,276.37	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	61	18	544,265.20	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	61	18	544,265.20	0.00

December 16, 2020
11:59 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 3 Updated Principal: 0.00 Updated Penalty: 9.24- Ref Num: 20150

December 16, 2020
11:58 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
40147004-0	Sewer	104		20 1	0.00	3.85-	3.85-	PENALTY CORRECTION	12/16/20	1
PATTERSON, WILLIAM			Balance Adjustment							
40147004-0	Sewer	104		20 2	0.00	3.85-	3.85-	PENALTY CORRECTION	12/16/20	2
PATTERSON, WILLIAM			Balance Adjustment							
40147004-0	Sewer	104		20 3	0.00	1.54-	1.54-	PENALTY CORRECTION	12/16/20	3
PATTERSON, WILLIAM			Balance Adjustment							

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY TO AWARD THE
ANNUAL EMERGENCY SEWER SYSTEMS REPAIRS
CONTRACT 21-01**

WHEREAS, the Pennsauken Sewerage Authority having met in Reorganization session on January 12, 2021; 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 \$364,450.00; 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-four thousand, four hundred fifty dollars (\$364,450.00) 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 12, 2021

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
TO AWARD THE ANNUAL EMERGENCY PUMP STATION REPAIRS
CONTRACT 21-02**

WHEREAS, the Pennsauken Sewerage Authority (“PSA”) having met at their Reorganization Meeting on January 12, 2021; 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, two bids were received with the apparent low bidder being Longo Electrical-Mechanical, Inc. (“Longo”) and the second apparent low bidder being Municipal Maintenance, Inc. (“MM”); and

WHEREAS, certain services which may be performed under this contract will require a twenty minute response time; and

WHEREAS, the PSA’s consulting engineer has opined that Longo is not able to respond within twenty minutes; and

WHEREAS, the notice to bidders and general conditions of the bid allow the PSA the flexibility of awarding multiple contracts and it appearing that certain work which can be performed by Longo can be obtained at an advantageous price and that certain work can be best performed by MM;

NOW, THEREFORE, BE IT RESOLVED, that the Pennsauken Sewerage Authority enters contracts with Longo Electrical-Mechanical, Inc., and Municipal Maintenance, Inc. for the Annual Emergency Pump Station Repairs, fiscal year 2021.



Bill Orth, Secretary

ROLL CALL:

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

ADOPTED: January 12, 2021

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

See Resolution No. 21-16

D. Resolution No. 21-17 – Authorizing a Budget Transfer for F/Y 2020.

A motion was made by Mr. Pennestri, seconded by Mr. Schofield authorizing the Budget Transfer. On roll call all Commissioners present voted yes via teleconference and the motion carried.

See Resolution No. 21-17

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.

Mr. Lutz wished everyone a Happy New Year and recognized Thom Tillinghast's retirement as of February 1, 2021 and thanked him for his many years with the Authority.

Mr. Schofield, Mr. Archible, Mr. Ellis and Mr. Pennestri all reiterated what Mr. Lutz said and wished everyone a Happy New Year and thanked Thom Tillinghast for his years with the Authority.

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

Mr. Luthman said thank you for the appointment, I appreciate it very much and Happy New Year.

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

Mr. Orth wished everyone Happy New Year.

Correspondence – No correspondence.

**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. 21-03**

WHEREAS, the Pennsauken Sewerage Authority having met in the Reorganization session of January 12, 2021; 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-five thousand, seven hundred forty dollars (\$25,740.00) for the Maintenance of Air Scrubber Systems at Pump Stations 1 & 6 for the fiscal year 2021.



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 12, 2021

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING A BUDGET TRANSFER FOR F/Y 2020**

WHEREAS, the Pennsauken Sewerage Authority having met at the Reorganization Meeting on January 12, 2021; and

WHEREAS, the Authority budget for the year ending December 31, 2020 was adopted on December 10, 2019; 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, 2019; 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, 2020.

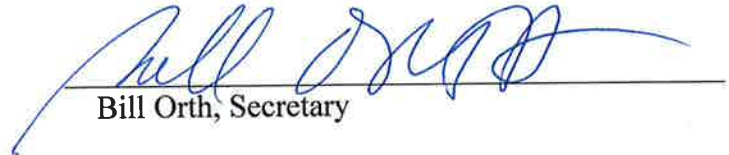
**2020 BUDGET TRANSFER
OFFICIAL RESOLUTION WILL BE PRESENTED AT
MEETING**

ACCOUNT	FROM	TO
O & M		
Union Salaries		\$ 76,400.00
PERS		5,000.00
Health Ins		40,000.00
Vision/Dental/Rx/Life		10,000.00
Engineering		33,300.00
Auto Ins		29,000.00
Management Salaries	\$ 76,400.00	
Ins – General Liability	2,200.00	
Workers Comp	5,100.00	
Emergency Repairs	35,000.00	
Emergency Station Repairs	75,000.00	
	\$ 193,700.00	\$ 193,700.00

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 14th day of January, 2021.


Bill Orth, Secretary

ROLL CALL:

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

ADOPTED: January 12, 2021

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2020 - DECEMBER 31, 2020
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	2,700,000.00	\$ 103,049.50	\$ 2,576,547.98	\$ 279.50	\$ 2,726,954.47
4004 COMMERCIAL	1,480,000.00	\$ 30,660.02	\$ 1,408,201.27	\$ 29,005.64	\$ 1,396,724.76
4005 PENALTY	40,000.00	\$ 3,173.71	\$ 57,651.47	\$ 6,258.71	\$ 72,849.18
4002 MERCH	205,000.00	\$ 100,671.50	\$ 201,368.75	\$ 100,671.50	\$ 201,368.75
4003 C/H	32,000.00		\$ 32,573.32		\$ 27,542.68
4012 OTHER INCOME	3,000.00	\$ 50.00	\$ 275.75		\$ 275.75
4013 INVEST INT	5,000.00	\$ 180.30	\$ 6,093.13		\$ 6,093.13
4014 TRUSTEE INT	15,000.00	\$ 0.59	\$ 6,151.11		\$ 6,151.11
4016 PERMITS (RES)	5,000.00	\$ 400.00	\$ 87,016.00		\$ 87,016.00
4019 PERMITS (COMM)	80,000.00		\$ 10,383.71		\$ 10,383.71
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00		\$ -		\$ -
4017-18- FILING-INSP.	\$500.00		\$ 15.00		\$ 15.00
4050 INT./NOTES PAY.	-		\$ -		\$ -
Anticipated Balance	-				
TOTALS	4,578,500.00	238,185.62	4,386,277.49	136,215.35	4,535,374.54
		<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
ASSETS/CAPITAL		\$ 195,000.00	\$ -	\$ 190,427.10	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,264,304.36
PAYROLL	\$6,428.23
REVENUE	\$ 11.06
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 56,263.03
R & R	\$ 268,127.56
GENERAL	\$ 222,750.44

Investments under Trustee Accounts:

53,339.52 CD with 1st Colonial Bank @ 2.0% - MATURES 01/23/21
189,365.61 CD with 1st Colonial Bank @ 2% - MATURES 12/24/21
78,371.93 CD with 1st Colonial Bank @ 2.0% - Matures 4/29/21
105,062.91 CD with 1st Colonial Bank @ 1.5% - Matures 4/29/2021
121,012.12 Money Market

Account Id	Account Description	Anticipated/Budget	Current Rev/Expd	YTD Rev/Expd	Balance/Excess/D%	%Expd/%Real
01-00-410-001	Residential	2,700,000.00	279.50	2,726,954.47	26,954.47	101.0000
01-00-410-002	Merchantville	205,000.00	100,671.50	201,368.75	-3,631.25	98.2300
01-00-410-003	Cherry Hill	32,000.00	0	27,542.68	-4,457.32	86.0700
01-00-410-004	Commercial	1,480,000.00	29,005.64	1,396,724.76	-83,275.24	94.3700
01-00-410-005	A/R Penalty	40,000.00	6,258.71	72,849.18	32,849.18	182.1200
01-00-415-001	Permits- Residential	5,000.00	400.00	87,016.00	82,016.00	1,740.3200
01-00-415-002	Permits - Commercial	80,000.00	0	10,383.71	-69,616.29	12.9800
01-00-415-003	Permits - Merchantville	1,000.00	0	0	-1,000.00	0
01-00-420-001	Other Income	3,000.00	50.00	275.75	-2,724.25	9.1900
01-00-420-002	Application and Inspection Fees	500.00	0	15.00	-485.00	3.0000
01-00-420-004	JIF Insurance Premium Refund	12,000.00	0	0	-12,000.00	0
01-00-425-001	Interest from Operating Fund	5,000.00	180.30	6,093.13	1,093.13	121.8600
01-00-425-002	Interest from Trustee Accounts	15,000.00	0	6,150.52	-8,849.48	41.0000
	OPERATING FUND Revenue Total	4,578,500.00	136,845.65	4,535,373.95	-43,126.05	
01-01-510-500	ADMINISTRATION SALARIES	0	0	0	0	0
01-01-510-501	ADMIN PSA Management	286,000.00	21,656.00	281,339.30	4,660.70	98.3700
01-01-510-502	ADMIN Office Staff	295,000.00	23,326.00	294,968.91	31.09	99.9900
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	104,518.00	5,482.00	95.0200
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	51,000.00	3,364.02	46,251.34	4,748.66	90.6900
01-01-510-603	ADMIN: SUI/SDI/FI	4,000.00	48.38	3,930.90	69.10	98.2700
01-01-510-604	ADMIN: Hospital Benefits	145,000.00	1,031.05	118,452.35	26,547.65	81.6900
01-01-510-605	ADMIN: Vision, Dental & Rx	54,500.00	1,477.13	45,028.87	9,471.13	82.6200
01-01-510-606	Admin OPEB EXP	0.00	0	0	0.00	0
01-01-510-607	ADMIN: Sick/Vac Payback	68,000.00	12,008.00	65,017.50	2,982.50	95.6100
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	35,700.00	1,300.00	96.4900
01-01-510-723	ADMIN: Other Professional Fees	20,000.00	0	7,097.50	12,902.50	35.4900
01-01-510-736	ADMIN: Public Officials Liab.	10,000.00	0	8,409.00	1,591.00	84.0900
01-01-510-750	ADMIN: Office Supplies & Expense	15,000.00	149.27	6,916.06	8,083.94	46.1100

01-01-510-751	ADMIN: Postage	10,000.00	0	9,910.66	89.34	99.1100
01-01-510-752	ADMIN: Advertising & Printing	15,000.00	383.48	2,771.84	12,228.16	18.4800
01-01-510-753	ADMIN: Telephone	20,000.00	1,937.75	18,774.84	1,225.16	93.8700
01-01-510-754	ADMIN: Miscellaneous Exp	3,000.00	216.91	807.40	2,192.60	26.9100
01-01-510-755	ADMIN: Service Contracts	25,000.00	360.35	13,166.48	11,833.52	52.6700
01-01-510-756	ADMIN: Equipment Rental	3,500.00	0	2,988.00	512.00	85.3700
01-01-510-757	ADMIN: Building Utilities	25,000.00	1,216.96	16,083.13	8,916.87	64.3300
01-01-510-758	ADMIN: Building Exp. & Repairs	25,000.00	391.99	9,415.22	15,584.78	37.6600
01-01-510-759	ADMIN: Financial Exp	2,000.00	0	1,940.00	60.00	97.0000
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	-1,164.20	5,770.65	4,229.35	57.7100
01-01-510-763	ADMIN: Civic Involve	182,500.00	150,000.00	182,500.00	0.00	100.0000
01-02-520-500	COST OF SERVICE SALARIES	0	0	0	0	0
01-02-520-505	O&M: Union Salaries	1,065,000.00	76,323.72	980,326.08	84,673.92	92.0500
01-02-520-506	O&M: Management Salaries	210,000.00	28,744.00	286,375.00	-76,375.00	136.3700
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	104,518.00	5,482.00	95.0200
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICARE	105,000.00	9,600.46	98,348.02	6,651.98	93.6600
01-02-520-603	O&M: SUI/SDI/FLL	6,000.00	-49.57	5,913.17	86.83	98.5500
01-02-520-604	O&M: Hospitalization Benefits	320,000.00	1,012.20	259,328.02	60,671.98	81.0400
01-02-520-605	O&M: Vision, Dental & Rx	119,500.00	2,461.62	97,244.41	22,255.59	81.3800
01-02-520-606	O&M OPEB EXP	0.00	0	0	0.00	0
01-02-520-607	O&M: Sick/vac Payback	104,000.00	24,467.75	72,757.00	31,243.00	69.9600
01-02-520-608	O&M: Uniform Exp.	8,000.00	0	2,500.89	5,499.11	31.2600
01-02-520-700	COST OF SERVICE OTHER EXPENSES	0	0	0	0	0
01-02-520-711	O&M: Engineer Fees	60,000.00	1,620.50	3,255.25	56,744.75	5.4300
01-02-520-731	O&M: General Liability/Auto Ins	27,500.00	0	29,624.00	-2,124.00	107.7200
01-02-520-732	O&M: Worker's Comp Insurance	53,000.00	0	58,003.00	-5,003.00	109.4400
01-02-520-733	O&M: Property/Insurance	55,000.00	0	25,639.00	29,361.00	46.6200
01-02-520-735	O&M: Fund Expense (JIF)	10,000.00	0	4,263.00	5,737.00	42.6300
01-02-520-741	O&M: Uninsured Liabilities	10,000.00	0	5,669.00	4,331.00	56.6900
01-02-520-755	O&M: Service Contracts	30,000.00	3,950.00	24,085.00	5,915.00	80.2800
01-02-520-764	O&M: Station Utilities	175,000.00	11,678.17	155,977.08	19,022.92	89.1300
01-02-520-765	O&M: Trash Removal	10,000.00	225.20	5,022.43	4,977.57	50.2200

01-02-520-766	O&M: Oper & Maint Expense	45,000.00	3,811.16	30,927.07	14,072.93	68,7300
01-02-520-767	O&M: Safety Expense	5,000.00	387.26	4,893.40	106.60	97.8700
01-02-520-768	O&M: Landscaping	5,000.00	0	2,701.30	2,298.70	54.0300
01-02-520-769	O&M: Vehicle & Repair Exp	20,000.00	246.05	12,819.74	7,180.26	64.1000
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	30,000.00	78.48	11,286.33	18,713.67	37.6200
01-02-520-771	O&M: Collection System Expense	75,000.00	6,106.99	55,807.93	19,192.07	74.4100
01-02-520-772	O&M: Emergency Repairs	200,000.00	0	233,581.47	-33,581.47	116.7900
01-02-520-773	O&M: Emergency Station Repairs	200,000.00	8,468.55	234,374.76	-34,374.76	117.1900
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	0	691.00	5,309.00	11.5200
01-03-600-001	Bond Debt (Principal)	45,550.00	0	45,397.62	152.38	99.6700
01-03-600-002	Bond Debt (Interest)	5,925.00	0	5,422.50	502.50	91.5200
	OPERATING FUND Expenditure Total	4,578,500.00	398,552.26	4,174,709.42	403,790.58	

Superintendent's Report

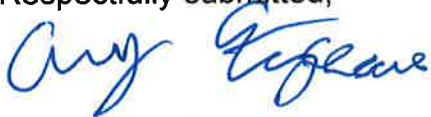
Meeting of January 12,2021

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

In regular and preventative maintenance we flushed 201feet of gravity sewer main.0 feet was root cut and 377 feet was inspected using our CCTV equipment. We performed 786 utility mark outs. We responded to 45 calls for service. The call breakdown is as follows:

Main Line stoppages:	1
Vent stoppages:	20
Station alarms:	10
Miscellaneous services:	14

Respectfully submitted,



Anthony Figueroa
Superintendent

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

Respectfully Submitted,



Bill Orth, Secretary