

The Chairman Mr. Lutz called the meeting of the Pennsauken Sewerage Authority to order at 4:15 p.m. on the above date with a salute to the flag. The meeting was held at the Pennsauken Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, NJ.

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

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

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

Also present were:

- Mr. Bill Orth, Executive Director
- Mr. Thomas M. Tillinghast, Superintendent

Absent were:

- Mr. David A. Luthman, Solicitor
- Mr. Marco DiBattista, Treasurer

The Chairman 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. All Commissioners present signified their approval by saying aye.

The minutes of the meeting October 15, 2019 were presented for approval.

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

The Chairman stated the amount of bills to be paid tonight is .....\$639,151.15

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

See Bill List Attached

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**NOVEMBER 19, 2019**

**PENNSAUKEN SEWERAGE AUTHORITY**

**MEETING FIGURE:**

**\$639,151.15**

Range of Checking Accts: OPER MAN WIRE to OPERATING      Range of Check Dates: 10/16/19 to 11/19/19  
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 |            |                         |             |                 |         |
| 1029  | 10/22/19   | PAYROLL PAYROLL ACCOUNT | 35,181.39   | 10/31/19        | 2320    |
| 1030  | 10/29/19   | PAYROLL PAYROLL ACCOUNT | 164,918.01  | 10/31/19        | 2323    |
| 1031  | 11/04/19   | PAYROLL PAYROLL ACCOUNT | 35,302.69   |                 | 2325    |
| 1032  | 11/12/19   | PAYROLL PAYROLL ACCOUNT | 43,018.50   |                 | 2327    |
| 1033  | 11/18/19   | PAYROLL PAYROLL ACCOUNT | 34,957.06   |                 | 2329    |

|                         |             |             |                    |                    |
|-------------------------|-------------|-------------|--------------------|--------------------|
| Checking Account Totals | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
| Checks:                 | 5           | 0           | 313,377.65         | 0.00               |
| Direct Deposit:         | 0           | 0           | 0.00               | 0.00               |
| Total:                  | <u>5</u>    | <u>0</u>    | <u>313,377.65</u>  | <u>0.00</u>        |

| OPERATING | OPERATING ACCOUNT                                | Amount Paid | Reconciled/Void | Ref Num |
|-----------|--|-------------|-----------------|---------|
| 29116     | 10/24/19 SAR SAR AUTOMOTIVE EQUIPMENT            | 238,647.94  | 10/31/19        | 2322    |
| 29117     | 11/19/19 ABCON AB-CON EXTERMINATING INC.         | 30.00       |                 | 2331    |
| 29118     | 11/19/19 ADVANCE ADVANCE AUTO PARTS              | 132.88      |                 | 2331    |
| 29119     | 11/19/19 AMERWW AMERICAN WATER WORKS ASSOC.      | 245.00      |                 | 2331    |
| 29120     | 11/19/19 ARNOLDS ARNOLD'S SAFE & LOCK CO., INC.  | 295.00      |                 | 2331    |
| 29121     | 11/19/19 BELSITOR RICHARD J BELSITO              | 92.20       |                 | 2331    |
| 29122     | 11/19/19 BURLTIME BURLINGTON COUNTY TIMES        | 98.42       |                 | 2331    |
| 29123     | 11/19/19 CANON CANON SOLUTIONS AMERICA, INC.     | 269.41      |                 | 2331    |
| 29124     | 11/19/19 COMCAST COMCAST                         | 332.58      |                 | 2331    |
| 29125     | 11/19/19 COOPEREL COOPER ELECTRIC SUPPLY CO INC. | 79.09       |                 | 2331    |
| 29126     | 11/19/19 COURIER COURIER POST - DAILY JOURNAL    | 100.04      |                 | 2331    |
| 29127     | 11/19/19 COURSUB COURIER-POST #1013              | 273.02      |                 | 2331    |
| 29128     | 11/19/19 CUES CUES INC                           | 288.10      |                 | 2331    |
| 29129     | 11/19/19 CUMMINGS JAMES J. CUMMINGS, JR.         | 46.10       |                 | 2331    |
| 29130     | 11/19/19 D AND D D & D ADVERTISING               | 38.00       |                 | 2331    |
| 29131     | 11/19/19 DELL DELL USA, LP                       | 1,103.91    |                 | 2331    |
| 29132     | 11/19/19 DELTA DELTA DENTAL OF NJ, INC.          | 4,349.45    |                 | 2331    |
| 29133     | 11/19/19 DOYLE James J. Doyle                    | 46.10       |                 | 2331    |
| 29134     | 11/19/19 EVOQUA EVOQUA WATER TECHNOLOGIES LLC    | 1,810.00    |                 | 2331    |
| 29135     | 11/19/19 GALETON GALETON, INC.                   | 467.73      |                 | 2331    |
| 29136     | 11/19/19 GRAINGER GRAINGER                       | 593.32      |                 | 2331    |
| 29137     | 11/19/19 INGRAM WILLIAM INGRAM                   | 46.10       |                 | 2331    |
| 29138     | 11/19/19 JARVIS Jarvis Electric Motors Inc.      | 234.00      |                 | 2331    |
| 29139     | 11/19/19 JAYSTIRE JAY'S TIRE SERVICE LLC         | 25.00       |                 | 2331    |
| 29140     | 11/19/19 JETVAC JET VAC EQUIPMENT, LLC           | 755.87      |                 | 2331    |
| 29141     | 11/19/19 JKRAMER JOSEPH KRAMER                   | 46.10       |                 | 2331    |
| 29142     | 11/19/19 LOUGHERY BERNADETTE A LOUGHERY          | 46.10       |                 | 2331    |
| 29143     | 11/19/19 LUTHMAN DAVID A. LUTHMAN                | 1,516.67    |                 | 2331    |
| 29144     | 11/19/19 MACANANY PATRICIA MACANANY              | 308.05      |                 | 2331    |
| 29145     | 11/19/19 MIDLANTC MID-ATLANTIC ENGINE SPLY CORP  | 171.06      |                 | 2331    |
| 29146     | 11/19/19 MOWER THE MOWER SHOP LLC                | 52.17       |                 | 2331    |
| 29147     | 11/19/19 MPWC MPWC                               | 1,800.00    |                 | 2331    |
| 29148     | 11/19/19 NATBATRY NATIONAL BATTERY COMPANY       | 39.95       |                 | 2331    |
| 29149     | 11/19/19 NJAMERWA NEW JERSEY AMERICAN WTR CO INC | 299.05      |                 | 2331    |
| 29150     | 11/19/19 NJAW NEW JERSEY AMERICAN WATER CO       | 56.00       |                 | 2331    |
| 29151     | 11/19/19 NJAWSTA NEW JERSEY AMERICAN WATER       | 100.58      |                 | 2331    |
| 29152     | 11/19/19 OCC ONE CALL CONCEPTS, INC.             | 461.04      |                 | 2331    |

| Check #   | Check Date        | Vendor                                  | Amount Paid | Reconciled/Void | Ref Num |
|-----------|-------------------|---|-------------|-----------------|---------|
| OPERATING | OPERATING ACCOUNT | Continued                               |             |                 |         |
| 29153     | 11/19/19          | ORTH WILLIAM ORTH                       | 159.34      |                 | 2331    |
| 29154     | 11/19/19          | PDOYLE PATRICK J. DOYLE                 | 46.10       |                 | 2331    |
| 29155     | 11/19/19          | PHILA PHILA. BUSINESS FORMS INC.        | 2,624.04    |                 | 2331    |
| 29156     | 11/19/19          | PITNEYME PITNEY BOWES GLOBAL FINANC SVC | 1,078.47    |                 | 2331    |
| 29157     | 11/19/19          | PROCONEX PROCONEX                       | 2,375.00    |                 | 2331    |
| 29158     | 11/19/19          | PSEG PUBLIC SERVICE ELEC & GAS CO.      | 11,472.86   |                 | 2331    |
| 29159     | 11/19/19          | R ORTH ORTH, REGINA                     | 46.10       |                 | 2331    |
| 29160     | 11/19/19          | REMING REMINGTON VERNICK ENGR INC       | 676.00      |                 | 2331    |
| 29161     | 11/19/19          | REPUBLIC REPUBLIC SERVICES OF NJ, LLC   | 225.20      |                 | 2331    |
| 29162     | 11/19/19          | RINGRAM RICHARD INGRAM                  | 46.10       |                 | 2331    |
| 29163     | 11/19/19          | SAR SAR AUTOMOTIVE EQUIPMENT            | 30,357.00   |                 | 2331    |
| 29164     | 11/19/19          | SCHWER SCHWERING HARDWARE, INC.         | 213.06      |                 | 2331    |
| 29165     | 11/19/19          | STEWART STEWART BUSINESS SYSTEMS        | 70.85       |                 | 2331    |
| 29166     | 11/19/19          | SYSTEM4 SYSTEM 4                        | 276.00      |                 | 2331    |
| 29167     | 11/19/19          | TM T & M ASSOCIATES                     | 8,983.93    |                 | 2331    |
| 29168     | 11/19/19          | TRISTATE TRI STATE ENVIRONMENTAL SVCS   | 1,738.00    |                 | 2331    |
| 29169     | 11/19/19          | TWPPENN TOWNSHIP OF PENNSAUKEN          | 5,853.21    |                 | 2331    |
| 29170     | 11/19/19          | UNIFIRST UNIFIRST FIRST AID CORP        | 116.76      |                 | 2331    |
| 29171     | 11/19/19          | UNUM UNUM LIFE INSUR CO OF AMERICA      | 1,368.30    |                 | 2331    |
| 29172     | 11/19/19          | VALLETT RICHARD B. VALLETT, JR.         | 162.50      |                 | 2331    |
| 29173     | 11/19/19          | VERIZOFF VERIZON                        | 1,243.21    |                 | 2331    |
| 29174     | 11/19/19          | VERIZON VERIZON WIRELESS                | 555.00      |                 | 2331    |
| 29175     | 11/19/19          | WBMASON W.B. MASON CO., INC.            | 704.07      |                 | 2331    |
| 29176     | 11/19/19          | WESTMONT WESTMONT HARDWARE, INC.        | 86.37       |                 | 2331    |

| Checking Account Totals | Paid | Void | Amount Paid | Amount Void |
|-------------------------|------|------|-------------|-------------|
| Checks:                 | 61   | 0    | 325,773.50  | 0.00        |
| Direct Deposit:         | 0    | 0    | 0.00        | 0.00        |
| Total:                  | 61   | 0    | 325,773.50  | 0.00        |

| Report Totals   | Paid | Void | Amount Paid | Amount Void |
|-----------------|------|------|-------------|-------------|
| Checks:         | 66   | 0    | 639,151.15  | 0.00        |
| Direct Deposit: | 0    | 0    | 0.00        | 0.00        |
| Total:          | 66   | 0    | 639,151.15  | 0.00        |

Utility Bill Adjustment Nos. 3292, 3299, 3312, 3313, 3314, 3315, 3317 and 3318 and Balance Adjustment Nos. 18077, 18082, 18157 and 18214 were presented.

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

See Journals Attached

The Chairman moved to Old Business.

No Old Business

The Chairman moved to New Business.

A. Resolution 19-39 approving moving the meeting time for the year 2020 to 4:00 pm.

A motion was made by Mr. Archible to approve the Resolution. Mr. Schofield seconded it. On roll call all commissioners present voted yes.

See Resolution No. 19-39

B. Resolution No. 19-40 Ratifying Approval for the 2020 Budget.

A motion was made by Mr. Schofield to approve the Resolution. Mr. Archible seconded it. On roll call all Commissioners present voted yes for approval.

See Resolution No. 19-40

C. Authorization for the engineer to prepare specs for contracts 20-01, 20-02 and 20-03;

1. Bid 20-01 Emergency Sewer Repairs
2. Bid 20-02 Emergency Pump Station Repairs
3. Bid 20-03 Odor Control Systems for Stations 1 & 6

Mr. Archible moved to authorize the engineers to prepare specs for contracts 20-01, Emergency Sewer Repairs, 20-02, Emergency Pump Station Repairs and 20-03 Odor Control Systems for Stations 1 & 6. Mr. Schofield seconded the motion. On roll call all Commissioners present voted yes for approval.

D. Authorization to advertise for bids for the following annual contracts:

1. Bid 20-01 Emergency Sewer Repairs
2. Bid 20-02 Emergency Pump Station Repairs
3. Bid 20-03 Odor Control Systems for Stations 1 & 6

October 21, 2019  
09:02 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 2 Flat: | 25.75- | Exc: | 0.00 | Ref Num:       | 3292   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 2 Flat: | 25.75- | Exc: | 0.00 | Total Updated: | 25.75- |

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October 21, 2019  
08:59 AM

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

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Batch Id: CINDY

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| Account Id      | Service | Code | Type | Yr | Prd | Flat   | Excess | Total  | Descript            | Prorate Flag | Date     | Seq |
|-----------------|---------|------|------|----|-----|--------|--------|--------|---------------------|--------------|----------|-----|
| 10012588-0      | Sewer   | S10  | B    | 19 | 4   | 51.50- | 0.00   | 51.50- | CHG TO S11, SR RATE | N            | 10/21/19 | 1   |
| STATON, LILLIAN |         |      |      |    |     |        |        |        |                     |              |          |     |
| 10012588-0      | Sewer   | S11  | B    | 19 | 4   | 25.75  | 0.00   | 25.75  | CHG TO S11, SR RATE | N            | 10/21/19 | 2   |
| STATON, LILLIAN |         |      |      |    |     |        |        |        |                     |              |          |     |

October 24, 2019  
08:03 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 2 Flat: | 25.75- | Exc: | 0.00 | Ref Num:       | 3299   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 2 Flat: | 25.75- | Exc: | 0.00 | Total Updated: | 25.75- |

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October 24, 2019  
08:02 AM

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

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Batch Id: CINDY

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| Account Id                     | Service | Code | Type | Yr | Prd | Flat   | Excess | Total  | Descript            | Prorate | Flag | Date     | Seq |
|--------------------------------|---------|------|------|----|-----|--------|--------|--------|---------------------|---------|------|----------|-----|
| 50663000-0<br>RODRIGUEZ, NANCY | Sewer   | S10  | B    | 19 | 4   | 51.50- | 0.00   | 51.50- | CHG TO S11, SR RATE | N       |      | 10/24/19 | 1   |
| 50663000-0<br>RODRIGUEZ, NANCY | Sewer   | S11  | B    | 19 | 4   | 25.75  | 0.00   | 25.75  | CHG TO S11, SR RATE | N       |      | 10/24/19 | 2   |

November 7, 2019  
08:33 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |         |      |      |                |         |
|--------------|---------------------|---------|---------|------|------|----------------|---------|
| Batch: CINDY | Updated Billings:   | 2 Flat: | 309.00- | Exc: | 0.00 | Ref Num:       | 3312    |
|              | Updated Deductions: | 0 Flat: | 0.00    | Exc: | 0.00 |                |         |
|              | Total Entries:      | 2 Flat: | 309.00- | Exc: | 0.00 | Total Updated: | 309.00- |

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November 7, 2019  
08:32 AM

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

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Batch Id: CINDY

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| Account Id       | Service | Code | Type | Yr | Prd | Flat    | Excess | Total   | Descript       | Prorate | Flag | Date     | Seq |
|------------------|---------|------|------|----|-----|---------|--------|---------|----------------|---------|------|----------|-----|
| 90274004-0       | Sewer   | S31  | B    | 19 | 3   | 721.00- | 48.88- | 769.88- | CHG # OF UNITS | N       |      | 11/07/19 | 1   |
| HYLTON RD CENTER |         |      |      |    |     |         |        |         |                |         |      |          |     |
| 90274004-0       | Sewer   | S31  | B    | 19 | 3   | 412.00  | 48.88  | 460.88  | CHG # OF UNITS | N       |      | 11/07/19 | 2   |
| HYLTON RD CENTER |         |      |      |    |     |         |        |         |                |         |      |          |     |



November 7, 2019  
08:54 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 2 Flat: | 51.50- | Exc: | 0.00 | Ref Num:       | 3313   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 2 Flat: | 51.50- | Exc: | 0.00 | Total Updated: | 51.50- |

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November 7, 2019  
08:54 AM

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

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Batch Id: CINDY

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| Account Id       | Service | Code | Type | Yr | Prd | Flat    | Excess  | Total   | Descript       | Prorate Flag | Date     | Seq |
|------------------|---------|------|------|----|-----|---------|---------|---------|----------------|--------------|----------|-----|
| 90274005-0       | Sewer   | S31  | B    | 19 | 3   | 463.50- | 199.28- | 662.78- | CHG # OF UNITS | N            | 11/07/19 | 1   |
| LACROCE, SAVERIO |         |      |      |    |     |         |         |         |                |              |          |     |
| 90274005-0       | Sewer   | S31  | B    | 19 | 3   | 412.00  | 199.28  | 611.28  | CHG # OF UNITS | N            | 11/07/19 | 2   |
| LACROCE, SAVERIO |         |      |      |    |     |         |         |         |                |              |          |     |

November 7, 2019  
10:04 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 4 Flat: | 51.50- | Exc: | 0.00 | Ref Num:       | 3314   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 4 Flat: | 51.50- | Exc: | 0.00 | Total Updated: | 51.50- |

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November 7, 2019  
10:03 AM

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

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Batch Id: CINDY

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| Account Id                    | Service | Code | Type | Yr | Prd | Flat   | Excess | Total  | Descript            | Prorate | Flag | Date     | Seq |
|-------------------------------|---------|------|------|----|-----|--------|--------|--------|---------------------|---------|------|----------|-----|
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | S10  | B    | 19 | 3   | 51.50- | 0.00   | 51.50- | CHG TO S11, SR RATE | N       |      | 11/07/19 | 1   |
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | S11  | B    | 19 | 3   | 25.75  | 0.00   | 25.75  | CHG TO S11, SR RATE | N       |      | 11/07/19 | 2   |
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | S10  | B    | 19 | 4   | 51.50- | 0.00   | 51.50- | CHG TO S11, SR RATE | N       |      | 11/07/19 | 3   |
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | S11  | B    | 19 | 4   | 25.75  | 0.00   | 25.75  | CHG TO S11, SR RATE | N       |      | 11/07/19 | 4   |

November 7, 2019  
10:40 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 2 Flat: | 25.75- | Exc: | 0.00 | Ref Num:       | 3315   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 2 Flat: | 25.75- | Exc: | 0.00 | Total Updated: | 25.75- |

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November 7, 2019  
10:39 AM

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

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Batch Id: CINDY

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| Account Id                             | Service | Code | Type | Yr | Prd | Flat   | Excess | Total  | Descript            | Prorate | Flag | Date     | Seq |
|--|---------|------|------|----|-----|--------|--------|--------|---------------------|---------|------|----------|-----|
| 60005007-0<br>NESMITH ET ALS, HATTIE M | Sewer   | S10  | B    | 19 | 4   | 51.50- | 0.00   | 51.50- | CHG TO S11, SR RATE | N       |      | 11/07/19 | 1   |
| 60005007-0<br>NESMITH ET ALS, HATTIE M | Sewer   | S11  | B    | 19 | 4   | 25.75  | 0.00   | 25.75  | CHG TO S11, SR RATE | N       |      | 11/07/19 | 2   |



November 13, 2019  
03:37 PM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

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|              |                     |         |        |      |      |                |        |
|--------------|---------------------|---------|--------|------|------|----------------|--------|
| Batch: CINDY | Updated Billings:   | 1 Flat: | 25.00- | Exc: | 0.00 | Ref Num:       | 3318   |
|              | Updated Deductions: | 0 Flat: | 0.00   | Exc: | 0.00 |                |        |
|              | Total Entries:      | 1 Flat: | 25.00- | Exc: | 0.00 | Total Updated: | 25.00- |

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November 13, 2019  
03:35 PM

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

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Batch Id: CINDY

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| Account Id | Service | Code | Type | Yr | Prd | Flat   | Excess | Total  | Descript       | Prorate | Flag | Date     | Seq |
|------------|---------|------|------|----|-----|--------|--------|--------|----------------|---------|------|----------|-----|
| 90103000-0 | Sewer   | NSF  | B    | 19 | 3   | 25.00- | 0.00   | 25.00- | REMOVAL OF FEE | N       |      | 11/13/19 | 1   |

MCL REALTY HOLDING CO LLC

October 23, 2019  
10:22 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

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Batch: CINDY Updated Entries: 1 Updated Principal: 75.00- Updated Penalty: 0.00 Ref Num: 18077

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October 23, 2019  
10:21 AM

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

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Batch Id: CINDY

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| Account Id      | Service | Adj Code           | Bill Code        | Yr Prd | Principal | Penalty | Total  | Descript           | Date     | Seq |
|-----------------|---------|--------------------|------------------|--------|-----------|---------|--------|--------------------|----------|-----|
|                 |         |                    | Transaction Type |        |           |         |        |                    |          |     |
| 10975000-0      | sewer   | 105                | SOM              | 19 3   | 75.00-    | 0.00    | 75.00- | FEE ADDED IN ERROR | 10/23/19 | 1   |
| PATLAN, IGNACIO |         | Balance Adjustment |                  |        |           |         |        |                    |          |     |

October 23, 2019  
03:56 PM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

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Batch: CINDY Updated Entries: 1 Updated Principal: 75.00- Updated Penalty: 0.00 Ref Num: 18082

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October 23, 2019  
03:55 PM

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

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Batch Id: CINDY

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| Account Id<br>Name            | Service | Adj Code | Bill Code<br>Transaction Type | Yr Prd | Principal | Penalty | Total  | Descript       | Date     | Seq |
|-------------------------------|---------|----------|-------------------------------|--------|-----------|---------|--------|----------------|----------|-----|
| 10019000-0<br>JOHNSTON, PETER | Sewer   | 105      | SOM<br>Balance Adjustment     | 19 3   | 75.00-    | 0.00    | 75.00- | CANCEL S/O FEE | 10/23/19 | 1   |

November 7, 2019  
10:07 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

Page No: 1

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Batch: CINDY Updated Entries: 2 Updated Principal: 0.00 Updated Penalty: 0.38- Ref Num: 18157

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November 7, 2019  
10:06 AM

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

Page No: 1

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Batch Id: CINDY

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| Account Id<br>Name            | Service | Adj Code | Bill Code | Yr Prd<br>Transaction Type | Principal | Penalty | Total | Descript            | Date     | Seq |
|-------------------------------|---------|----------|-----------|----------------------------|-----------|---------|-------|---------------------|----------|-----|
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | 103      |           | 19 3<br>Balance Adjustment | 0.00      | 0.77-   | 0.77- | CORRECT PENALTY CHG | 11/07/19 | 1   |
| 20158000-0<br>DENSLEY, SYLVIA | Sewer   | 103      |           | 19 3<br>Balance Adjustment | 0.00      | 0.39    | 0.39  | CORRECT PENALTY CHG | 11/07/19 | 2   |



November 19, 2019  
08:08 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

Page No: 1

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Batch: CINDY Updated Entries: 3 Updated Principal: 0.00 Updated Penalty: 9.24- Ref Num: 18214

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November 19, 2019  
08:05 AM

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

Page No: 1

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Batch Id: CINDY

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| Account Id | Service | Adj Code | Bill Code          | Yr Prd | Principal | Penalty | Total | Descript       | Date     | Seq |
|------------|---------|----------|--------------------|--------|-----------|---------|-------|----------------|----------|-----|
|            |         |          | Transaction Type   |        |           |         |       |                |          |     |
| 40221008-0 | Sewer   | 103      |                    | 19 1   | 0.00      | 5.39-   | 5.39- | REMOVE PENALTY | 11/19/19 | 1   |
|            |         |          | Balance Adjustment |        |           |         |       |                |          |     |
| 40221008-0 | Sewer   | 103      |                    | 19 2   | 0.00      | 3.08-   | 3.08- | REMOVE PENALTY | 11/19/19 | 2   |
|            |         |          | Balance Adjustment |        |           |         |       |                |          |     |
| 40221008-0 | Sewer   | 103      |                    | 19 3   | 0.00      | 0.77-   | 0.77- | REMOVE PENALTY | 11/19/19 | 3   |
|            |         |          | Balance Adjustment |        |           |         |       |                |          |     |

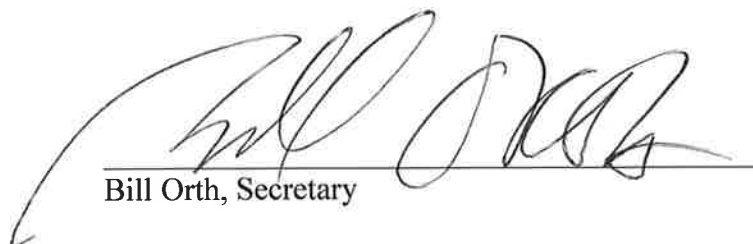
**RESOLUTION TO APPROVE AND ADOPT A MONTHLY MEETING SCHEDULE  
FOR THE PERIOD OF JANUARY 1, 2020 TO DECEMBER 31, 2020**

**WHEREAS**, the Pennsauken Sewerage Authority (the “PSA” or the ”Authority”) has found it to be in the public interest to have formal public meetings at least once a month in order that it may address any official business to be brought before the Authority, and/or otherwise dispense of its duties and responsibilities, and

**WHEREAS**, it is the sense of the Authority that those monthly meetings should take place on the Third Tuesday of each month, at 4:00 o’clock p.m., with the exception of January and December, 2020, when the monthly meeting shall be scheduled for the Second Tuesday of that month, at 4:00 o’clock p.m.

**BE IT RESOLVED** by the PSA that it hold regular monthly business meetings on the Third Tuesday of each month at 4:00 o’clock p.m., with the exception of January and December, 2020 when the monthly meeting shall be scheduled for the Second Tuesday of the month at 4:00 o’clock p.m. (see notice of monthly meeting schedule attached and approved by this action), and

**BE IT ALSO RESOLVED** that the Authority acknowledges the necessity of occasionally holding special meetings in addition to and other than those monthly meetings and said special meeting shall be called at the request of the Chairman and shall be duly advertised for and accessible to the public.

  
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: November 19, 2019**

PENNSAUKEN SEWERAGE AUTHORITY

1250 John Tipton Blvd.  
P.O. Box 518  
Pennsauken, NJ 08110



**2020 MEETING SCHEDULE**

January 14th – Reorganization & Regular Meeting  
Reorganization will begin promptly at **4:00** p.m.

February 18th

March 17th

April 21st

May 19th

June 16th

July 21st

August 18th

September 15th

October 20th

November 17th

December 8th

ALL MEETINGS BEGIN AT 4:00 PM AND ARE HELD  
AT THE PENNSAUKEN SEWERAGE AUTHORITY OFFICES  
AT 1250 JOHN TIPTON BOULEVARD, PENNSAUKEN, NJ 08110

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY  
RATIFYING APPROVAL OF THE 2020 BUDGET**

**WHEREAS**, the Pennsauken Sewerage Authority (“PSA”) having met in Regular Session on November 19, 2019; and

**WHEREAS**, the PSA is required to approve an annual budget for submission to the New Jersey Department of Community Affairs (“DCA”) prior to final adoption thereof; and

**WHEREAS**, all Commissioners were aware of the contents of the proposed budget prior to the Authority’s October 15, 2019 meeting; and

**WHEREAS**, the transfer of the budget information to the forms required by DCA occurred subsequent to the meeting; and

**WHEREAS**, each Commissioner of PSA provided approval of the budget and for the submission of the budget to DCA by telephonic polling on the question;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners that the approval of the 2020 Authority Budget is hereby ratified.

  
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: November 19, 2019**

Mr. Archible moved to authorize advertisement for Bid 20-01, Emergency Sewer Repairs, Bid 20-02, Emergency Pump Station Repairs, and Bid 20-03, Odor Control Systems for Stations 1 & 6, and Mr. Ellis seconded the motion. On roll call all Commissioners present voted yes for approval.

The Chairman asked the Treasurer, Marco DiBattista, for his report. Mr. DiBattista was not present but had sent in his report.

See Treasurer's Report

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

See Superintendent's Report

The Chairman asked the Commissioners for any reports.

- Mr. Lutz – Happy Thanksgiving
- Mr. Schofield – No Report
- Mr. Archible – No Report
- Mr. Ellis – Happy Thanksgiving
- Mr. Pennestri – Happy Thanksgiving

The Solicitor, David Luthman, was absent.

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


Mr. Orth wished everyone a Happy Thanksgiving.

Correspondence:

- 1. T&M Monthly Progress Report .....11/12/2019

As there were no items of personnel or litigation, Mr. Lutz requested a motion to adjourn. Mr. Archible moved for adjournment. Mr. Schofield seconded the motion. All Commissioners present signified their approval saying aye.

Respectfully submitted,



Bill Orth, Secretary

**PENNSAUKEN SEWERAGE AUTHORITY**  
**REVENUES-JANUARY 1, 2019 - DECEMBER 31, 2019**  
**FOR MONTH OF OCTOBER**

| <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        | \$ 159,215.35        | \$ 2,382,797.29     | \$ 30,047.25        | \$ 2,682,041.39     |
| 4004 COMMERCIAL       | 1,265,000.00        | \$ 198,278.51        | \$ 1,492,109.00     | \$ 294,920.15       | \$ 1,503,492.91     |
| 4005 PENALTY          | 40,000.00           | \$ 2,379.44          | \$ 35,324.94        | \$ 2,948.09         | \$ 31,645.58        |
| 4002 MERCH            | 205,000.00          |                      | \$ 102,539.11       | \$ -                | \$ 102,539.11       |
| 4003 C/H              | 32,000.00           |                      | \$ 30,900.12        | \$ -                | \$ 30,900.12        |
| 4012 OTHER INCOME     | 3,000.00            |                      | \$ 35.27            |                     | \$ 35.27            |
| 4013 INVEST INT       | 3,000.00            | \$ 855.78            | \$ 7,475.09         |                     | \$ 7,475.09         |
| 4014 TRUSTEE INT      | 15,000.00           | \$ 238.09            | \$ 6,335.46         |                     | \$ 6,335.46         |
| 4016 PERMITS (RES)    | 5,000.00            | \$ 100.00            | \$ 51,075.50        |                     | \$ 51,075.50        |
| 4019 PERMITS (COMM)   | 80,000.00           |                      | \$ 106,539.13       |                     | \$ 106,539.13       |
| 4021-PERMITS (MERCH)  | 1,000.00            |                      | \$ -                |                     | \$ -                |
| 4020-JIF INS PREMIUM  | 12,000.00           |                      | \$ -                |                     | \$ -                |
| 4017-18- FILING-INSP. | \$500.00            |                      | \$ 45.00            |                     | \$ 60.00            |
| 4050 INT./NOTES PAY.  | -                   |                      | \$ -                |                     | \$ -                |
| Anticipated Balance   | -                   |                      |                     |                     |                     |
| <b>TOTALS</b>         | <b>4,361,500.00</b> | <b>361,067.17</b>    | <b>4,215,175.91</b> | <b>327,915.49</b>   | <b>4,522,139.56</b> |
|                       |                     | <b>BUDGET</b>        | <b>MTD</b>          | <b>YTD</b>          | <b>REMARKS</b>      |
| <b>ASSETS/CAPITAL</b> |                     | <b>\$ 230,000.00</b> | <b>\$ -</b>         | <b>\$ 39,574.08</b> |                     |

| <u>CASH BALANCES</u> | <u>AMOUNT</u>  |
|----------------------|----------------|
| GENERAL CHECKING     | \$1,758,219.54 |
| PAYROLL              | \$728.84       |
| REVENUE              | \$ 10,189.81   |
| DEBT. SERVICE        | \$ -           |
| DEBT. SERV. RESERVE  | \$ 56,246.24   |
| R & R                | \$ 262,549.41  |
| GENERAL              | \$ 263,128.82  |

**Investments under Trustee Accounts:**

53,339.52 CD with 1st Colonial Bank @ 2.0% - MATURES 01/23/21  
183,789.69 CD with 1st Colonial Bank @ 1.50% - MATURES 12/24/19  
78,371.93 CD with 1st Colonial Bank @ 2.0% - Matures 4/29/21  
105,062.91 CD with 1st Colonial Bank @ 2% - Matures 4/29/2021  
171,550.23 Money Market

Revenue Account Range: 01-00-410-001 to 01-00-430-001 Include Non-Anticipated: Yes Year To Date As Of: 10/31/19  
 Expend Account Range: 01-01-510-500 to 01-03-600-003 Include Non-Budget: Yes Current Period: 10/01/19 to 10/31/19  
 Print Zero YTD Activity: No YTD Revenue: 4,522,139.56 Prior Year: 10/01/18 to 10/31/18

| Revenue Account | Description                      | Prior Yr Rev | Anticipated  | Current Rev | YTD Revenue  | Cancel | Excess/deficit | % Real |
|-----------------|----------------------------------|--------------|--------------|-------------|--------------|--------|----------------|--------|
| 01-00-410-001   | Residential                      | 29,998.00    | 2,700,000.00 | 30,047.25   | 2,682,041.39 | 0.00   | 17,958.61-     | 99     |
| 01-00-410-002   | Merchantville                    | 0.00         | 205,000.00   | 0.00        | 102,539.11   | 0.00   | 102,460.89-    | 50     |
| 01-00-410-003   | Cherry Hill                      | 0.00         | 32,000.00    | 0.00        | 30,900.12    | 0.00   | 1,099.88-      | 97     |
| 01-00-410-004   | Commercial                       | 254,297.13   | 1,265,000.00 | 294,920.15  | 1,503,492.91 | 0.00   | 238,492.91     | 119    |
| 01-00-410-005   | A/R Penalty                      | 3,519.17     | 40,000.00    | 2,948.09    | 31,645.58    | 0.00   | 8,354.42-      | 79     |
| 01-00-415-001   | Permits - Residential            | 29,340.00    | 5,000.00     | 100.00      | 51,075.50    | 0.00   | 46,075.50      | ***    |
| 01-00-415-002   | Permits - Commercial             | 0.00         | 80,000.00    | 0.00        | 106,539.13   | 0.00   | 26,539.13      | 133    |
| 01-00-415-003   | Permits - Merchantville          | 0.00         | 1,000.00     | 0.00        | 0.00         | 0.00   | 1,000.00-      | 0      |
| 01-00-420-001   | Other Income                     | 0.00         | 3,000.00     | 0.00        | 35.27        | 0.00   | 2,964.73-      | 1      |
| 01-00-420-002   | Application and Inspection Fees  | 0.00         | 500.00       | 0.00        | 60.00        | 0.00   | 440.00-        | 12     |
| 01-00-420-004   | JIF Insurance Premium Refund     | 0.00         | 12,000.00    | 0.00        | 0.00         | 0.00   | 12,000.00-     | 0      |
| 01-00-425-001   | Interest from Operating Fund     | 519.78       | 3,000.00     | 855.78      | 7,475.09     | 0.00   | 4,475.09       | 249    |
| 01-00-425-002   | Interest from Trustee Accounts   | 286.95       | 15,000.00    | 238.09      | 6,335.46     | 0.00   | 8,664.54-      | 42     |
|                 | OPERATING REVENUES Revenue Total | 317,961.03   | 4,361,500.00 | 329,109.36  | 4,522,139.56 | 0.00   | 160,639.56     | 104    |

| Expend Account | Description                          | Prior Yr Expd | Budgeted   | Current Expd | YTD Expended | Cancel | Balance   | % Expd |
|----------------|--------------------------------------|---------------|------------|--------------|--------------|--------|-----------|--------|
| 01-01-510-500  | ADMINISTRATION SALARIES              | 0.00          | 0.00       | 0.00         | 0.00         | 0.00   | 0.00      | 0      |
| 01-01-510-501  | ADMIN PSA Management                 | 19,560.00     | 265,000.00 | 19,952.00    | 214,484.00   | 0.00   | 50,516.00 | 81     |
| 01-01-510-502  | ADMIN office Staff                   | 20,747.80     | 280,000.00 | 19,891.70    | 213,758.40   | 0.00   | 66,241.60 | 76     |
| 01-01-510-503  | ADMIN: Commissioners                 | 1,500.00      | 18,000.00  | 1,500.00     | 15,000.00    | 0.00   | 3,000.00  | 83     |
| 01-01-510-600  | ADMINISTRATION FRINGE BENEFITS       | 0.00          | 0.00       | 0.00         | 0.00         | 0.00   | 0.00      | 0      |
| 01-01-510-601  | ADMIN: PERS/Employers Liabtl         | 0.00          | 118,000.00 | 0.00         | 105,383.00   | 0.00   | 12,617.00 | 89     |
| 01-01-510-602  | ADMIN: FICA/SOCIAL SECURITY/MEDICARE | 2,502.70      | 50,000.00  | 3,371.02     | 36,216.06    | 0.00   | 13,783.94 | 72     |
| 01-01-510-603  | ADMIN: SUI/SDI/FLI                   | 262.49-       | 4,000.00   | 344.86       | 3,346.27     | 0.00   | 653.73    | 84     |
| 01-01-510-604  | ADMIN: Hospital Benefits             | 10,696.29     | 145,000.00 | 8,854.72     | 111,293.81   | 0.00   | 33,706.19 | 77     |
| 01-01-510-605  | ADMIN: Vision, Dental & Rx           | 3,809.71      | 58,500.00  | 5,135.18     | 41,654.72    | 0.00   | 16,845.28 | 71     |
| 01-01-510-607  | ADMIN: Sick/Vac Payback              | 0.00          | 65,000.00  | 13,470.00    | 49,942.00    | 0.00   | 15,058.00 | 77     |
| 01-01-510-700  | ADMINISTRATION OTHER EXPENSES        | 0.00          | 0.00       | 0.00         | 0.00         | 0.00   | 0.00      | 0      |
| 01-01-510-721  | ADMIN: Legal Fees                    | 1,516.67      | 20,000.00  | 1,516.67     | 15,166.70    | 0.00   | 4,833.30  | 76     |
| 01-01-510-722  | ADMIN: Audit                         | 0.00          | 37,000.00  | 0.00         | 35,000.00    | 0.00   | 2,000.00  | 95     |
| 01-01-510-723  | ADMIN: Other Professional Fees       | 312.50        | 20,000.00  | 0.00         | 5,162.50     | 0.00   | 14,837.50 | 26     |
| 01-01-510-736  | ADMIN: Public Officials Liab.        | 0.00          | 8,400.00   | 0.00         | 8,141.00     | 0.00   | 259.00    | 97     |
| 01-01-510-750  | ADMIN: Office Supplies & Expense     | 858.84        | 15,000.00  | 139.68-      | 5,272.94     | 0.00   | 9,727.06  | 35     |
| 01-01-510-751  | ADMIN: Postage                       | 0.00          | 7,000.00   | 0.00         | 6,780.63     | 0.00   | 219.37    | 97     |

PENNSAUKEN SEWERAGE AUTHORITY  
Statement of Revenue and Expenditures

| Expend Account | Description                        | Prior Yr Expd | Budgeted     | Current Expd | YTD Expended | Cancel | Balance    | % Expd |
|----------------|------------------------------------|---------------|--------------|--------------|--------------|--------|------------|--------|
| 01-01-510-752  | ADMIN: Advertising & Printing      | 0.00          | 15,000.00    | 3,288.04     | 4,291.68     | 0.00   | 10,708.32  | 29     |
| 01-01-510-753  | ADMIN: Telephone                   | 1,740.11      | 20,000.00    | 1,563.29     | 15,739.80    | 0.00   | 4,260.20   | 79     |
| 01-01-510-754  | ADMIN: Miscellaneous Exp           | 179.12        | 3,000.00     | 2,017.26-    | 0.00         | 0.00   | 3,000.00   | 0      |
| 01-01-510-755  | ADMIN: Service Contracts           | 605.64        | 15,000.00    | 338.91       | 14,582.19    | 0.00   | 417.81     | 97     |
| 01-01-510-756  | ADMIN: Equipment Rental            | 0.00          | 3,500.00     | 0.00         | 1,494.00     | 0.00   | 2,006.00   | 43     |
| 01-01-510-757  | ADMIN: Building Utilities          | 1,623.33      | 25,000.00    | 1,624.75     | 16,504.93    | 0.00   | 8,495.07   | 66     |
| 01-01-510-758  | ADMIN: Building Exp. & Repairs     | 1,195.25      | 15,000.00    | 1,331.99     | 7,632.27     | 0.00   | 7,367.73   | 51     |
| 01-01-510-759  | ADMIN: Financial Exp               | 0.00          | 2,000.00     | 0.00         | 1,940.00     | 0.00   | 60.00      | 97     |
| 01-01-510-760  | ADMIN: Bad Debt Exp                | 0.00          | 500.00       | 0.00         | 0.00         | 0.00   | 500.00     | 0      |
| 01-01-510-762  | ADMIN: Education/Dues              | 107.00        | 8,000.00     | 1,490.00-    | 6,313.14     | 0.00   | 1,686.86   | 79     |
| 01-01-510-763  | ADMIN: Civic Involvement           | 0.00          | 182,500.00   | 0.00         | 32,500.00    | 0.00   | 150,000.00 | 18     |
| 01-02-520-500  | COST OF SERVICE SALARIES           | 0.00          | 0.00         | 0.00         | 0.00         | 0.00   | 0.00       | 0      |
| 01-02-520-505  | O&M: Union Salaries                | 73,192.66     | 1,040,000.00 | 105,508.86   | 845,768.12   | 0.00   | 194,231.88 | 81     |
| 01-02-520-506  | O&M: Management Salaries           | 15,200.00     | 202,000.00   | 15,504.00    | 166,668.00   | 0.00   | 35,332.00  | 83     |
| 01-02-520-600  | COST OF SERVICE FRINGE BENEFIT     | 0.00          | 0.00         | 0.00         | 0.00         | 0.00   | 0.00       | 0      |
| 01-02-520-601  | O&M: PERS                          | 0.00          | 118,000.00   | 0.00         | 105,383.00   | 0.00   | 12,617.00  | 89     |
| 01-02-520-602  | O&M: FICA/SOCIAL SECURITY/MEDICARE | 6,793.08      | 103,000.00   | 12,150.92    | 78,102.36    | 0.00   | 24,897.64  | 76     |
| 01-02-520-603  | O&M: SUI/SDI/FLI                   | 234.33-       | 6,000.00     | 840.82       | 6,518.75     | 0.00   | 518.75-    | 109    |
| 01-02-520-604  | O&M: Hospitalization Benefits      | 25,536.52     | 345,000.00   | 22,206.46    | 239,293.22   | 0.00   | 105,706.78 | 69     |
| 01-02-520-605  | O&M: Vision, Dental & Rx           | 9,557.33      | 141,500.00   | 8,155.62     | 93,032.41    | 0.00   | 48,467.59  | 66     |
| 01-02-520-607  | O&M: Sick/vac Payback              | 0.00          | 102,000.00   | 42,039.80    | 53,613.80    | 0.00   | 48,386.20  | 53     |
| 01-02-520-608  | O&M: Uniform Exp.                  | 0.00          | 8,000.00     | 0.00         | 7,872.14     | 0.00   | 127.86     | 98     |
| 01-02-520-700  | COST OF SERVICE OTHER EXPENSES     | 0.00          | 0.00         | 0.00         | 0.00         | 0.00   | 0.00       | 0      |
| 01-02-520-711  | O&M: Engineer Fees                 | 0.00          | 40,000.00    | 950.00       | 24,005.67    | 0.00   | 15,994.33  | 60     |
| 01-02-520-731  | O&M: General Liability/Auto Ins    | 0.00          | 27,500.00    | 0.00         | 22,128.00    | 0.00   | 5,372.00   | 80     |
| 01-02-520-732  | O&M: Worker's Comp Insurance       | 0.00          | 53,000.00    | 0.00         | 44,263.00    | 0.00   | 8,737.00   | 84     |
| 01-02-520-733  | O&M: Property/Insurance            | 0.00          | 46,500.00    | 0.00         | 46,939.00    | 0.00   | 439.00-    | 101    |
| 01-02-520-735  | O&M: Fund Expense (JTF)            | 0.00          | 10,000.00    | 0.00         | 4,462.00     | 0.00   | 5,538.00   | 45     |
| 01-02-520-741  | O&M: Uninsured Liabilities         | 0.00          | 10,000.00    | 0.00         | 0.00         | 0.00   | 10,000.00  | 0      |
| 01-02-520-755  | O&M: Service Contracts             | 7,429.00      | 30,000.00    | 1,260.00     | 16,290.00    | 0.00   | 13,710.00  | 54     |
| 01-02-520-764  | O&M: Station utilities             | 14,546.36     | 175,000.00   | 15,250.30    | 135,587.49   | 0.00   | 39,412.51  | 77     |
| 01-02-520-765  | O&M: Trash Removal                 | 217.12        | 10,000.00    | 1,035.40     | 4,062.15     | 0.00   | 5,937.85   | 41     |
| 01-02-520-766  | O&M: Oper & Maint Expense          | 2,418.95      | 31,000.00    | 2,350.91     | 20,766.40    | 0.00   | 10,233.60  | 67     |
| 01-02-520-767  | O&M: Safety Expense                | 189.35        | 3,000.00     | 116.76       | 537.07       | 0.00   | 2,462.93   | 18     |
| 01-02-520-768  | O&M: Landscaping                   | 0.00          | 3,000.00     | 0.00         | 296.86       | 0.00   | 2,703.14   | 10     |
| 01-02-520-769  | O&M: Vehicle & Repair Exp          | 112.31        | 20,000.00    | 474.59       | 14,878.84    | 0.00   | 5,121.16   | 74     |
| 01-02-520-770  | O&M: Fuel/Tolls/Mileage Exp        | 6,609.89      | 30,000.00    | 5,853.21     | 18,193.67    | 0.00   | 11,806.33  | 61     |
| 01-02-520-771  | O&M: Collection System Expense     | 2,534.12      | 60,400.00    | 12,759.32    | 53,293.63    | 0.00   | 7,106.37   | 88     |
| 01-02-520-772  | O&M: Emergency Repairs             | 15,483.00     | 140,000.00   | 16,679.00    | 153,010.00   | 0.00   | 13,010.00- | 109    |
| 01-02-520-773  | O&M: Emergency Station Repairs     | 10,754.87     | 143,000.00   | 0.00         | 18,201.88    | 0.00   | 124,798.12 | 13     |



PENNSAUKEN SEWERAGE AUTHORITY  
Statement of Revenue and Expenditures

| Expend Account | Description                 | Prior Yr Expd | Budgeted     | Current Expd | YTD Expended   | Cancel        | Balance      | % Expd                   |
|----------------|-----------------------------|---------------|--------------|--------------|----------------|---------------|--------------|--------------------------|
| 01-02-520-774  | O&M: Chemicals              | 0.00          | 5,725.00     | 0.00         | 0.00           | 0.00          | 5,725.00     | 0                        |
| 01-02-520-775  | O&M Permits & Licensing     | 0.00          | 6,000.00     | 870.00       | 1,711.00       | 0.00          | 4,289.00     | 29                       |
| 01-03-600-001  | Bond Debt (Principal)       | 0.00          | 45,550.00    | 0.00         | 45,542.36      | 0.00          | 7.64         | 100                      |
| 01-03-600-002  | Bond Debt (Interest)        | 0.00          | 5,925.00     | 0.00         | 5,681.75       | 0.00          | 243.25       | 96                       |
|                | OPERATING FUND Expend Total | 257,032.70    | 4,361,500.00 | 342,542.16   | 3,193,702.61   | 0.00          | 1,167,797.39 | 72                       |
| Fund           | Description                 | Prior Revenue | Curr Revenue | YTD Revenue  | Prior Expended | Curr Expended | YTD Expended | Total Available Revenues |
| 01             | OPERATING FUND              | 317,961.03    | 329,109.36   | 4,522,139.56 | 257,032.70     | 342,542.16    | 3,193,702.61 | 1,328,436.95             |

## Superintendent's Report


Meeting of November 19, 2019

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

In regular and preventative maintenance we flushed 71,742 feet of gravity sewer main. 3,085 feet was root cut and 13,319 feet was inspected using our CCTV equipment. We responded to 39 calls for service. The call breakdown is as follows:

|                         |    |
|-------------------------|----|
| Main Line stoppages:    | 2  |
| Vent stoppages:         | 10 |
| Station alarms:         | 7  |
| Miscellaneous services: | 20 |

Respectfully submitted,



Thomas M. Tillinghast  
Superintendent



November 12, 2019

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

Re: Monthly Progress Report – October 2019

## INFRASTRUCTURE IMPROVEMENT PROJECTS

### King Avenue Pump Station Force Main Extension (PNSA00115)

The TWA application for the King Avenue Pump Station Improvements & Force Main Extension project was submitted to the NJDEP on October 29<sup>th</sup>. T&M will periodically follow-up on the status of the application with the NJDEP during their review process.

### Pump Station Improvement Projects

T&M has received information and associated costs from one of two pump vendors solicited for the replacement of pumps and controls at the Delair, Airport, 41<sup>st</sup> Street, 43<sup>rd</sup> Street, Frosthoffer, Bonaire and Teitelman wastewater pump stations. Material costs for replacement of pump suction/discharge valves and check valves have also been obtained, as well as pricing for flanged ductile iron pipe and fittings. A written report is currently being prepared which will present the probable costs to the Authority for the improvements to each of the seven wastewater pump stations, which is anticipated to be completed on or before November 27<sup>th</sup>.

## SEWER CONNECTION APPLICATIONS

### Haddon Point Phase 1 (PNSAR0070 / PNSAI0070)

**No Change** - All sanitary sewer mains have been installed and were tested on September 19 and 20, 2018.

|                  |  | <b>Amount</b> | <b>Paid to Date</b>   |
|------------------|--|---------------|---|
| Application Fee  |  | \$15.00       | \$15.00   |
| Escrow Fee       |  | \$2,500.00    | \$2,500.00  |
| Connection Fee   |  | \$167,380.00  | Bldg. #'s 2-5<br>\$63,304.00<br>Bldg. #1 + Clubhouse<br><u>\$29,140.00</u><br>\$92,444.00 |
| Performance Bond |  | \$119,808.00  | Waived  |
| Maintenance Bond |  | \$9,984.00    | Pending   |



**Haddon Point Phase 2 (PNSAR0070 / PNSAI0070)**

**No change** - Contractor began work in Phase 2 on April 15, 2019 installing 8" PVC sanitary sewer pipe and manholes. Work began at the basin and continued west towards the sanitary sewer main installed in Phase 1. The contractor made the connection to the main in Phase 1 and performed the air pressure test and the mandrel tests on the new pipe on May 13<sup>th</sup>. Each run of pipe passed both tests.

The Contractor still needs to install the remaining sanitary sewer utilities on the northern half of Phase 2. We estimate roughly 50% of the sanitary pipe and manholes have yet to be installed. The Contractor will notify T&M prior to returning to the site to complete the installation.

|                  | <b>Amount</b> | <b>Paid to Date</b>   |
|------------------|---------------|---|
| Application Fee  | \$15.00       | \$15.00   |
| Escrow Fee       | \$2,500.00    | \$2,500.00  |
| Connection Fee   | \$121,426.00  | Bldg. #1, 5 units<br>\$3,666.00<br><b>Bldg. #2, 6 units</b><br><b>\$3,840.00</b><br><b>\$7,506.00</b> |
| Performance Bond | \$119,808.00  | Waived  |
| Maintenance Bond | \$9,984.00    | Pending   |

**Aluminum Shapes, LLC (PNSAR0080)**

**No Change** - Re-construction connection and installation of a flume and data recorder to meter the flow. The re-construction connection will cross River Road/County Road 543 which will require Camden County approval.

|                  | <b>Amount</b> | <b>Paid to Date</b> |
|------------------|---------------|---------------------|
| Application Fee  | \$15.00       | \$15.00             |
| Escrow Fee       | \$2,500.00    | \$2,500.00          |
| Connection Fee   | \$1,275.00    | Pending             |
| Performance Bond | \$21,528.00   | Pending             |
| Maintenance Bond | \$1,794.00    | Pending             |

**Nelson Brittin Village (PNSAR0090)**

The Contractor has finished construction on Buildings 9 & 10 and the sanitary sewer laterals to those buildings have been installed. The connection to the existing sanitary manhole in the NJDOT ROW was made on October 23<sup>rd</sup>. Sanitary M.H. #1 located along the Federal Street Overpass that was used for the connection of the new 8" PVC sanitary sewer pipe to the existing 20" cast iron sanitary sewer pipe was installed months before the connection was made. All sanitary sewer utility installation is now 100% complete. Roughly 50% of the pipes have passed the air pressure and mandrel tests to date.



|                  | <b>Amount</b> | <b>Paid to Date</b> |
|------------------|---------------|---------------------|
| Application Fee  | \$15.00       | \$15.00             |
| Escrow Fee       | \$2,500.00    | \$2,500.00          |
| Connection Fee   | \$43,589.18   | \$43,589.18         |
| Performance Bond | \$225,678.00  | Posted              |
| Maintenance Bond | \$18,806.50   | Pending             |

**Stonegate Phase 2 (PNSAR0100)**

Connection to the sanitary sewer manhole located in the intersection of Witherspoon and Sinkinson Avenues was made on January 2, 2019. A new manhole was installed north of the existing manhole to re-route the sewer main around existing utilities as per the change of plan. The sanitary sewer pipe was installed from the new manhole to another new manhole installed near the entrance to the parking lot and pipe was installed on site and capped. **The building is still under construction, but the sanitary sewer connection has been made to the building. Air pressure and mandrel tests for the sanitary sewer were performed back in January 2019. All sanitary sewer installation and testing is complete.**

|                  | <b>Amount</b> | <b>Paid to Date</b> |
|------------------|---------------|---------------------|
| Application Fee  | \$15.00       | \$15.00             |
| Escrow Fee       | \$2,500.00    | \$2,500.00          |
| Connection Fee   | \$42,630.50   | \$42,630.50         |
| Performance Bond | \$13,636.00   | Not required        |
| Maintenance Bond | \$1,136.33    | \$1,136.33          |

**Zippy's Carwash (PNSAR0110)**

**No change** - The contractor made the sanitary sewer connection and installed on-site sanitary sewer pipe on June 27<sup>th</sup> and June 28<sup>th</sup>. The Oil/Water Separator Tank and Settling Tank System were installed the previous week. All on-site sanitary sewer work is complete. The building is currently under construction and the sanitary sewer connection will be made when the building is complete.

|                  | <b>Amount</b> | <b>Paid to Date</b> |
|------------------|---------------|---------------------|
| Application Fee  | \$15.00       | \$15.00             |
| Escrow Fee       | \$2,500.00    | \$2,500.00          |
| Connection Fee   | \$8,918.00    | \$8,918.00          |
| Performance Bond | Not required  | Not required        |
| Maintenance Bond | Not required  | Not required        |

**Hospitality Suites (PNSAR0120)**

**No Change** - A final Inspection was performed on January 23, 2019. The sanitary sewer connection was made on August 10, 2018.



|                   | Amount      | Paid to Date     |
|-------------------|-------------|------------------|
| Application Fee   | \$15.00     | \$15.00          |
| Escrow Fee        | \$2,500.00  | \$2,500.00       |
| Change of Use Fee | \$30,251.13 | \$30,251.13      |
| Performance Bond  | \$11,134.80 | Letter of credit |
| Maintenance Bond  | \$1,000.00  | Posted           |

**Temerity Alliance Pennsauken Warehouse LLC (PNSAR0130)**

An application was received on November 8, 2019 and is currently being reviewed for the introduction of proposed wastewater flows to the Authority’s collection system. Two new manhole structures, 330 linear feet of 8-inch diameter gravity sewer and 128 linear feet of 6-inch diameter sewer lateral will be installed to convey wastewaters from two buildings to an existing privately owned and operated wastewater pump station. Wastewaters from the pump station are reportedly discharged through a 4-inch diameter force main pipe to a sanitary manhole located at the intersection of Adams and Derausse Avenues.

|                  | Amount     | Paid to Date |
|------------------|------------|--------------|
| Application Fee  | \$15.00    | \$15.00      |
| Escrow Fee       | \$2,500.00 | \$2,500.00   |
| Connection Fee   | Pending    | Pending      |
| Performance Bond | Pending    | Pending      |
| Maintenance Bond | Pending    | Pending      |

If you should have any questions or require additional information, please do not hesitate to call.

Very truly yours,

T&M ASSOCIATES

Jeffrey B. Winegar, P.E.  
Group Manager

Edwin J. Steck, P.E., C.M.E.  
Senior Vice President

Cc: Thomas M. Tillinghast, Superintendent (via email)  
Marco DiBattista, Treasurer (via email)