

Meeting of November 21, 2023

The Chairman, Oren Lutz, called the 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.

The Chairman 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.

The Chairman asked for roll call. The following Commissioners were present:

Mr. Oren Lutz
Mr. Gregory Schofield
Mr. Dennis Archible
Mr. Timothy Ellis
Mrs. Marie McKenna

Also present were:

Mr. Marco DiBattista, Executive Director
Mr. Anthony Figueroa, Superintendent
David A. Luthman, Solicitor

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

The minutes of the meeting of October 17, 2023 were presented for approval.

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

The Chairman stated the amount of bills to be paid is \$493,056.49.

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

See Bill List Attached

Approval of Utility Bill Adjustment No. 4191, 4192, 4197, 4202 and 4213 and Balance Adjustment Nos. 25643, 25644 and 25666.

NOVEMBER 21, 2023

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$493,056.49

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 10/18/23 to 11/21/23
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			
3526	10/24/23	PAYROLL PAYROLL ACCOUNT	35,950.17	10/31/23	2848
3527	10/31/23	PAYROLL PAYROLL ACCOUNT	77,052.03	10/31/23	2850
3528	11/07/23	PAYROLL PAYROLL ACCOUNT	109,808.46		2852
3529	11/14/23	PAYROLL PAYROLL ACCOUNT	49,746.02		2855
3530	11/21/23	PAYROLL PAYROLL ACCOUNT	32,974.41		2857

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	5	0	305,531.09	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	5	0	305,531.09	0.00

OPERATING	OPERATING ACCOUNT	Amount Paid	Ref Num
31801	11/08/23 MARCO MARCO'S	3,990.63	2854
31802	11/08/23 SAMS SAM'S CLUB	165.27	2854
31803	11/21/23 10004000 HONORIO SANDOVAL-PALILLERO	103.00	2859
31804	11/21/23 60291002 ALTHEA HAFEZA	735.19	2859
31805	11/21/23 7OIL 7 OIL COMPANY INC	1,731.95	2859
31806	11/21/23 ABCON AB-CON EXTERMINATING INC.	70.00	2859
31807	11/21/23 ADVANCE ADVANCE AUTO PARTS	92.25	2859
31808	11/21/23 ARNOLDS ARNOLD'S SAFE & LOCK CO., INC.	234.00	2859
31809	11/21/23 BELSITOR RICHARD J BELSITO	329.70	2859
31810	11/21/23 BLACKBRN BLACKBURN MFG COMPANY	540.68	2859
31811	11/21/23 BURLTIME BURLINGTON COUNTY TIMES	73.54	2859
31812	11/21/23 CANON CANON SOLUTIONS AMERICA	31.39	2859
31813	11/21/23 COMCAST COMCAST	354.42	2859
31814	11/21/23 CUMMINGS JAMES J. CUMMINGS, JR.	164.90	2859
31815	11/21/23 DELTA DELTA DENTAL OF NJ, INC.	4,388.94	2859
31816	11/21/23 DOYLE James J. Doyle	164.90	2859
31817	11/21/23 EVOQUA EVOQUA WATER TECHNOLOGIES LLC	2,485.00	2859
31818	11/21/23 GANNETT GANNETT NEW YORK/NEW JERSEY	99.56	2859
31819	11/21/23 GKEICH GARY KEICH	164.90	2859
31820	11/21/23 GRAINGER GRAINGER	1,836.34	2859
31821	11/21/23 HOMEDEPO THE HOME DEPOT	3,346.01	2859
31822	11/21/23 INGRAM WILLIAM INGRAM	164.90	2859
31823	11/21/23 JERSMAIL JERSEY MAIL SYSTEMS LLC	88.06	2859
31824	11/21/23 JKRAMER JOSEPH KRAMER	164.90	2859
31825	11/21/23 KINSLEY KINSLEY GROUP INC	109,819.35	2859
31826	11/21/23 LOUGHERY BERNADETTE A LOUGHERY	164.90	2859
31827	11/21/23 LUTHMAN DAVID A. LUTHMAN	1,516.67	2859
31828	11/21/23 MACANANY PATRICIA MACANANY	308.05	2859
31829	11/21/23 MM Municipal Maintenance Co. Inc.	9,756.55	2859
31830	11/21/23 MPWC MPWC	3,360.00	2859
31831	11/21/23 NJAMERWA NEW JERSEY AMERICAN WTR CO INC	182.25	2859
31832	11/21/23 NJAW NEW JERSEY AMERICAN WATER CO	28.00	2859
31833	11/21/23 NJAWSTA NEW JERSEY AMERICAN WATER	517.65	2859
31834	11/21/23 NORLAB NORLAB, INC	547.00	2859
31835	11/21/23 OCC ONE CALL CONCEPTS, INC.	317.46	2859
31836	11/21/23 ORTH WILLIAM ORTH	494.60	2859
31837	11/21/23 PFLUGFEL DEBORAH PFLUGFELDER	164.90	2859

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		OPERATING ACCOUNT	Continued		
31838	11/21/23	PITNEYME PITNEY BOWES GLOBAL FINANC SVC	747.39		2859
31839	11/21/23	PSEG PUBLIC SERVICE ELEC & GAS CO.	11,923.29		2859
31840	11/21/23	R ORTH ORTH, REGINA	329.70		2859
31841	11/21/23	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	338.55		2859
31842	11/21/23	RINGRAM RICHARD INGRAM	329.70		2859
31843	11/21/23	SCHWER SCHWERING HARDWARE, LLC	85.29		2859
31844	11/21/23	STEWART STEWART BUSINESS SYSTEMS	90.83		2859
31845	11/21/23	SYSTEM4 SYSTEM 4 OF SOUTHERN NJ	378.00		2859
31846	11/21/23	TILLING THOMAS M TILLINGHAST	230.80		2859
31847	11/21/23	TIMMER W.E. TIMMERMAN CO., INC.	10,833.99		2859
31848	11/21/23	TREASURE TREASURER, STATE OF NEW JERSEY	116.26		2859
31849	11/21/23	TWPPENN TOWNSHIP OF PENNSAUKEN	8,239.57		2859
31850	11/21/23	UNUM UNUM LIFE INSUR CO OF AMERICA	1,283.13		2859
31851	11/21/23	VAN AIR VAN-AIR & HYDRAULICS	223.15		2859
31852	11/21/23	VERIZOFF VERIZON	1,366.77		2859
31853	11/21/23	VERIZON VERIZON WIRELESS	516.65		2859
31854	11/21/23	WBMASON W.B. MASON CO., INC.	1,773.50		2859
31855	11/21/23	WESTMONT WESTMONT HARDWARE, INC.	21.02		2859
<hr/>					
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	55	0	187,525.40	0.00
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	55	0	187,525.40	0.00
<hr/>					
Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	60	0	493,056.49	0.00
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	60	0	493,056.49	0.00

A motion was made by Mr. Schofield, seconded by Mr. Ellis to approve the Bill Adjustment. On roll call all Commissioners present voted yes and the motion carried.

See Journals Attached

The Chairman moved to Old Business.

There was no Old Business.

The Chairman moved to New Business.

There was no new business.

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.

No Engineers were present.

The Chairman asked the Commissioners for any reports.

The Commissioners had nothing further to report.

The Chairman asked the Solicitor for any reports.

Mr. Luthman, Solicitor, had nothing further to report.

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

Mr. DiBattista had nothing further to report.

Correspondence:

- 1) T&M review letter dated 10/18/23, revised 11/7/23 for PSA connection application for Taco Bell, Tim Hortons & Retail, 7377 N Crescent Blvd.
- 2) T&M review letter dated 10/18/23, for PSA connection application for Starbucks, 2501 Merchantville Avenue
- 3) T&M review letter dated 11/10/23, for PSA connection application for contractor storage building and office, 2209 Clement Avenue
- 4) Municipal Excess Liability Joint Insurance Fund 9/23 memo with MEL Annual Report.

October 20, 2023
02:48 PM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	1 Flat:	1,252.82-	Exc:	0.00	Ref Num:	4191
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	1 Flat:	1,252.82-	Exc:	0.00	Total Updated:	1,252.82-

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90013255-0	Sewer	S31	B	23	3	1,252.82-	0.00	1,252.82-	METER READING CHG	N		10/20/23	1
HADDON POINT URBAN RENEWAL LLC													

October 20, 2023
02:50 PM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	1 Flat:	51.50	Exc:	979.48	Ref Num:	4192
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	1 Flat:	51.50	Exc:	979.48	Total Updated:	1,030.98

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate Flag	Date	Seq
90013255-0	Sewer	S31	B	23	3	51.50	979.48	1,030.98	CHG IN METER READING N		10/20/23	1

HADDON POINT URBAN RENEWAL LLC

Batch: CINDY	Updated Billings:	2 Flat:	25.75-	Exc:	0.00	Ref Num:	4197
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	2 Flat:	25.75-	Exc:	0.00	Total Updated:	25.75-

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
30697004-0	Sewer	S10	B	23	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		10/25/23	1
ROTH, PATRICIA													
30697004-0	Sewer	S11	B	23	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		10/25/23	2
ROTH, PATRICIA													

Batch: CINDY	Updated Billings:	2 Flat:	25.75- Exc:	0.00	Ref Num:	4202
	Updated Deductions:	0 Flat:	0.00 Exc:	0.00		
	Total Entries:	2 Flat:	25.75- Exc:	0.00	Total Updated:	25.75-

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
50233000-0 MORRIS, GRACE	Sewer	S10	B	23	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		10/26/23	1
50233000-0 MORRIS, GRACE	Sewer	S11	B	23	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		10/26/23	2

October 30, 2023
09:44 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 1 Updated Principal: 0.77- Updated Penalty: 0.00 Ref Num: 25643

October 30, 2023
09:43 AM

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

Page No: 1

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal Description	Penalty	Total	Date	Seq
60972000-0 RAMSEUR, ANDRE	Sewer	105		23 4	0.77- Balance Adjustment REMOVE PENALTY	0.00	0.77-	10/30/23	1

October 30, 2023
09:47 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 2 Updated Principal: 0.00 Updated Penalty: 0.00 Ref Num: 25644

October 30, 2023
09:46 AM

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

Page No: 1

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal Description	Penalty	Total	Date	Seq
60972000-0 RAMSEUR, ANDRE	Sewer	105	22 4 Balance Adjustment		0.77- REMOVE PENALTY	0.00	0.77-	10/30/23	1
60972000-0 RAMSEUR, ANDRE	Sewer	105	23 4 Balance Adjustment		0.77 REMOVE CHARGE	0.00	0.77	10/30/23	2

Batch: CINDY Updated Entries: 3 Updated Principal: 154.50- Updated Penalty: 2.31- Ref Num: 25666

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal Description	Penalty	Total	Date	Seq
50115000-0 SIMPLEMENTE CARLOS LLC	Sewer	105	23 2		51.50- Balance Adjustment BILLED IN ERROR - DISC PERMIT	2.31-	53.81-	11/01/23	1
50115000-0 SIMPLEMENTE CARLOS LLC	Sewer	105	23 3		51.50- Balance Adjustment BILLED IN ERROR - DISC PERMIT	0.00	51.50-	11/01/23	2
50115000-0 SIMPLEMENTE CARLOS LLC	Sewer	105	23 4		51.50- Balance Adjustment BILLED IN ERROR - DISC PERMIT	0.00	51.50-	11/01/23	3

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2023 - DECEMBER 31, 2023
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	2,780,000.00	\$ 188,427.55	\$ 2,703,917.35	\$ 30,226.73	\$ 2,794,110.77
4004 COMMERCIAL	1,305,000.00	\$ 105,051.75	\$ 1,083,068.13	\$ 251,573.30	\$ 1,124,657.92
4005 PENALTY	50,000.00	\$ 6,915.91	\$ 74,106.06	\$ 3,530.68	\$ 57,623.53
4002 MERCH	205,000.00	\$ 102,078.28	\$ 102,078.28	\$ 102,078.28	\$ 102,078.28
4003 C/H	32,000.00		\$ 30,602.28		\$ 30,602.28
4012 OTHER INCOME	3,000.00	\$ 240.63	\$ 3,990.63		\$ 3,990.63
4013 INVEST INT	5,000.00	\$ 1,701.77	\$ 12,924.12		\$ 12,924.12
4014 TRUSTEE INT	15,000.00	\$ 300.32	\$ 3,784.34		\$ 3,784.34
4016 PERMITS (RES)	12,000.00	\$ 100.00	\$ 4,075.00		\$ 4,075.00
4019 PERMITS (COMM)	12,000.00		\$ 100.00		\$ 100.00
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00		\$ -		\$ -
4017-18- FILING-INSP.	\$500.00	\$60.00	\$ 150.00		\$ 150.00
Anticipated Balance	44,900.00				
TOTALS	4,477,400.00	404,876.21	4,018,796.19	387,408.99	4,134,096.87
		<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
ASSETS/CAPITAL		\$ 90,000.00	\$ -	\$ 9,758.45	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$2,599,480.71
PAYROLL	\$1,122.91
REVENUE	\$ 11.60
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 60,074.37
R & R	\$ 281,083.09
GENERAL	\$ 70,745.33

Investments under Trustee Accounts:

57,010.02 CD with 1st Colonial Bank @ .35% - MATURES 11/07/23
197,134.57 CD with 1st Colonial Bank @ .50% - MATURES 12/24/23
83,539.75 CD with 1st Colonial Bank @ 35% - Matures 01/29/24

74,230.05 Money Market

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Revenue Account Range: 01-00-000-000 to 01-00-430-001
 Expend Account Range: First to 01-03-600-002
 Print Zero YTD Activity: No
 Include Non-Anticipated: Yes
 Include Non-Budget: Yes
 Year To Date As Of: 10/31/23
 Current Period: 10/01/23 to 10/31/23
 Prior Year: 10/01/22 to 10/31/22

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	30,511.50	2,780,000.00	30,226.73	2,794,110.77	0.00	14,110.77	101
01-00-410-002	Mercharvtllle	0.00	205,000.00	102,078.28	102,078.28	0.00	102,921.72-	50
01-00-410-003	Cherry Hill	0.00	32,000.00	0.00	30,602.28	0.00	1,397.72-	96
01-00-410-004	Commercial	263,103.33	1,305,000.00	251,573.30	1,124,657.92	0.00	180,342.08-	86
01-00-410-005	A/R Penalty	13,724.20-	50,000.00	3,530.68	57,623.53	0.00	7,623.53	115
01-00-415-001	Permits - Residential	4,680.00	12,000.00	100.00	4,075.00	0.00	7,925.00-	34
01-00-415-002	Permits - Commercial	0.00	12,000.00	0.00	100.00	0.00	11,900.00-	1
01-00-415-003	Permits - Mercharvtllle	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0
01-00-420-001	Other Income	1,000.00	3,000.00	240.63	3,990.63	0.00	990.63	133
01-00-420-002	Application and Inspection Fees	0.00	500.00	60.00	150.00	0.00	350.00-	30
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	219.42	5,000.00	1,701.77	12,924.12	0.00	7,924.12	258
01-00-425-002	Interest from Trustee Accounts	26.36	15,000.00	300.32	3,784.34	0.00	11,215.66-	25
01-00-430-001	Anticipated Fund Balance	0.00	44,900.00	0.00	0.00	0.00	44,900.00-	0
	01 OPERATING REVENUES Revenue Total	285,816.41	4,477,400.00	389,811.71	4,134,096.87	0.00	343,303.13-	92

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-00-000-000	OPERATING FUND	0.00	0.00	0.00	0.00	0.00	0.00	0
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	29,600.00	317,500.00	60,940.00	298,688.00	0.00	18,812.00	94
01-01-510-502	ADMIN Office Staff	24,310.00	325,000.00	30,581.62	270,594.45	0.00	54,405.55	83
01-01-510-503	ADMIN: Commissioners	1,200.00	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 Liabil	0.00	145,000.00	0.00	126,214.50	0.00	18,785.50	87
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	4,936.55	56,000.00	4,477.88	45,950.25	0.00	10,049.75	82
01-01-510-603	ADMIN: SU/SDI/FLI	41.27	5,000.00	35.04	3,329.90	0.00	1,670.10	67
01-01-510-604	ADMIN: Hospital Benefits	11,289.64	158,000.00	14,815.57	153,347.31	0.00	4,652.69	97
01-01-510-605	ADMIN: Vision, Dental & Rx	3,659.61	54,000.00	3,736.24	43,456.47	0.00	10,543.53	80
01-01-510-607	ADMIN: Sick/Vac Payback	22,835.40	76,500.00	3,226.00	57,346.00	0.00	19,154.00	75
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	3,033.34	16,683.37	0.00	3,316.63	83
01-01-510-722	ADMIN: Audit	0.00	37,000.00	0.00	42,045.00	0.00	5,045.00-	114
01-01-510-723	ADMIN: Other Professional Fees	0.00	20,000.00	0.00	10,255.00	0.00	9,745.00	51
01-01-510-736	ADMIN: Public Officials Liab.	0.00	11,000.00	0.00	8,329.00	0.00	2,671.00	76
01-01-510-750	ADMIN: Office Supplies & Expense	354.44	15,000.00	213.97	11,186.06	0.00	3,813.94	75

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-751	ADMIN: Postage	1,000.00	14,000.00	0.00	13,031.56	0.00	968.44	93
01-01-510-752	ADMIN: Advertising & Printing	0.00	15,000.00	711.09	5,509.54	0.00	9,490.46	37
01-01-510-753	ADMIN: Telephone	1,754.21	25,000.00	1,784.13	17,963.60	0.00	7,036.40	72
01-01-510-754	ADMIN: Miscellaneous Exp	127.86	3,000.00	0.00	2,744.55	0.00	255.45	91
01-01-510-755	ADMIN: Service Contracts	0.00	25,000.00	221.18	13,276.36	0.00	11,723.64	53
01-01-510-756	ADMIN: Equipment Rental	0.00	3,500.00	0.00	2,242.17	0.00	1,257.83	64
01-01-510-757	ADMIN: Building utilities	2,008.86	25,000.00	708.94	11,288.90	0.00	13,711.10	45
01-01-510-758	ADMIN: Building Exp. & Repairs	579.99	25,000.00	775.36	14,438.16	0.00	10,561.84	58
01-01-510-759	ADMIN: Financial Exp	0.00	2,000.00	0.00	2,215.00	0.00	215.00-	111
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	1,080.00	10,000.00	234.00	7,080.00	0.00	2,920.00	71
01-01-510-763	ADMIN: Civic Involvement	0.00	182,500.00	0.00	15,000.00	0.00	167,500.00	8
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	112,942.74	975,000.00	88,773.51	784,787.69	0.00	190,212.31	80
01-02-520-506	O&M: Management salaries	17,130.00	184,000.00	17,650.00	155,112.00	0.00	28,888.00	84
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	145,000.00	0.00	126,214.50	0.00	18,785.50	87
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICARE	11,894.03	100,000.00	7,806.42	69,777.32	0.00	30,222.68	70
01-02-520-603	O&M: SUI/SDI/FLI	0.00	8,500.00	0.00	5,212.87	0.00	3,287.13	61
01-02-520-604	O&M: Hospitalization Benefits	22,777.22	345,000.00	30,025.15	320,062.18	0.00	24,937.82	93
01-02-520-605	O&M: Vision, Dental & Rx	7,537.40	112,000.00	8,683.49	88,762.71	0.00	23,237.29	79
01-02-520-607	O&M: Sick/vac Payback	29,845.75	93,500.00	0.00	14,847.50	0.00	78,652.50	16
01-02-520-608	O&M: Uniform Exp.	0.00	8,000.00	5,361.00	7,625.92	0.00	374.08	95
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	25,000.00	0.00	982.50	0.00	24,017.50	4
01-02-520-731	O&M: General Liability/Auto Ins	0.00	32,000.00	0.00	19,643.00	0.00	12,357.00	61
01-02-520-732	O&M: Worker's Comp Insurance	0.00	67,000.00	0.00	45,117.00	0.00	21,883.00	67
01-02-520-733	O&M: Property/Insurance	0.00	38,000.00	0.00	63,329.00	0.00	25,329.00-	167
01-02-520-735	O&M: Fund Expense (JIF)	0.00	5,000.00	0.00	685.00	0.00	4,315.00	14
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	2,295.00	30,000.00	2,485.00	22,175.00	0.00	7,825.00	74
01-02-520-764	O&M: Station utilities	14,021.30	175,000.00	16,549.95	144,261.63	0.00	30,738.37	82
01-02-520-765	O&M: Trash Removal	270.23	10,000.00	338.55	3,957.45	0.00	6,042.55	40
01-02-520-766	O&M: Oper & Maint Expense	664.94	45,000.00	3,309.38	27,597.67	0.00	17,402.33	61
01-02-520-767	O&M: Safety Expense	135.44	5,000.00	0.00	3,437.16	0.00	1,562.84	69
01-02-520-768	O&M: Landscaping	570.00	5,000.00	0.00	2,653.30	0.00	2,346.70	53
01-02-520-769	O&M: Vehicle & Repair Exp	465.00	20,000.00	1,518.36	16,558.92	0.00	3,441.08	83
01-02-520-770	O&M: Fuel/Tolls/mileage Exp	22,633.67	30,000.00	8,244.47	23,378.77	0.00	6,621.23	78
01-02-520-771	O&M: Collection System Expense	3,872.57	73,350.00	12,769.10	26,747.51	0.00	46,602.49	36
01-02-520-772	O&M: Emergency Repairs	0.00	140,000.00	0.00	11,690.00	0.00	128,310.00	8

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-02-520-773	O&M: Emergency Station Repairs	2,741.51	140,000.00	9,213.75	83,384.35	0.00	56,615.65	60
01-02-520-774	O&M: Chemicals	0.00	6,875.00	0.00	0.00	0.00	6,875.00	0
01-02-520-775	O&M Permits & Licensing	119.02	6,000.00	0.00	6,001.00	0.00	1.00-	100
01-03-600-001	Bond Debt (Principal)	0.00	50,550.00	0.00	49,542.39	0.00	1,007.61	0
01-03-600-002	Bond Debt (Interest)	0.00	4,125.00	0.00	3,960.00	0.00	165.00	0
	01 OPERATING FUND Expend Total	356,210.32	4,477,400.00	339,722.49	3,334,719.49	0.00	1,142,680.51	73
01 OPERATING FUND								
	Revenues:	<u>Prior</u> 285,816.41	<u>Current</u> 389,811.71	<u>YTD</u> 4,134,096.87				
	Expended:	<u>Prior</u> 356,210.32	<u>Current</u> 339,722.49	<u>YTD</u> 3,334,719.49				
	Net Income:	70,393.91-	50,089.22	799,377.38				

Grand Totals	Prior	Current	YTD
Revenues:	<u>285,816.41</u>	<u>389,811.71</u>	<u>4,134,096.87</u>
Expended:	<u>356,210.32</u>	<u>339,722.49</u>	<u>3,334,719.49</u>
Net Income:	70,393.91-	50,089.22	799,377.38

Superintendent's Report

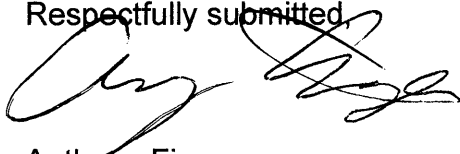
Meeting of November 21, 2023

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

In regular and preventative maintenance we flushed 17,957 feet of gravity sewer main. 767 feet was root cut and 5,832 feet was inspected using our CCTV equipment. We performed 339 utility mark outs. We responded to 43 calls for service. The call breakdown is as follows:

Main Line stoppages:	7
Vent stoppages:	19
Station alarms:	5
Miscellaneous services:	12

Respectfully submitted,



Anthony Figueroa
Superintendent



PNSA R0190

October 18, 2023
Revised 11/7/23

Mr. Marco DiBattista, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Boulevard
Pennsauken, NJ 08110

Re: PSA Connection Application
Taco Bell, Tim Hortons & Retail
7377 N. Crescent Blvd
Block 2301, Lot 2

Dear Mr. DiBattista:

T&M Associates has received submission of the following materials for review, in support of the Connection Application for the Taco Bell, Tim Hortons, and retail building at 7377 N. Crescent Blvd.

- One (1) copies of the Application Form
- One (1) set of plans prepared by The Pettit Group, LLC (Brian Cleary PE), sheets 2, 3, 4, 10 pages last revised 8/1/23.

The project consists of the construction of three (3) buildings containing

- the Taco Bell restaurant with 52 seats and a drive through lane/window,
- Tim Hortons restaurant with 29 seats and a drive through lane/window,
- Retail building, 1,750 SF

The project plans depict a new 4" sanitary lateral for each building with connections to the existing PSA sewer mains on the west side of N. Crescent Blvd. The existing mains are 8" lines located behind the curb. N. Crescent Blvd is an NJDOT roadway.

Review Comments

1. While the applicant has submitted a single application for the property and three buildings/businesses, **we recommend that three sewer accounts should be established so that each business can be billed separately.**
2. The applicant has not provided an estimate of flow from the proposed buildings. They have submitted some information for Taco Bell locations showing 185-225

GPD for similar buildings without irrigation. We believe those values are significantly low and we recommend the following:

Based on the number of seats for each restaurant and square footage of the retail space, we project a total of 1,775. GPD. This is based on 15 GPD for each seat in the "fast food" restaurants, and a limited amount for cars in drive through lanes restaurants where some patrons will use the interior restrooms, and 0.100 GPD/SF of retail space.

Taco Bell (52 x 15 =780 plus 220 for incidental drivethru usage) = 1,000. GPD
Tim Horton's (29 x 15 =435 plus 165 for incidental drivethru usage) = 600 GPD
Retail (1750 x 0.10) = 175 GPD
TOTAL = 1,775. GPD

3. The applicant will extend the sewer laterals from each building separately but their combined flows do not exceed the 8,000 GPD threshold of a TWA application.
4. The applicant has not provided a cost estimate for the work.
5. The applicant includes a 1,000 Gallon grease trap located in the drive-through lane for the Tim Hortons business. The sizing shall be confirmed during the Township plumbing code review.
6. The applicant includes a 1,000 Gallon grease trap located outside the building for the Taco Bell restaurant. The sizing shall be confirmed during the Township plumbing code review.
7. The new sewer laterals will connect to existing 8" TC lines in the State ROW.
8. We recommend that a connection fee of \$11,306.75 be instituted based on the projected average daily flow for the facility (=1,775. GPD) and the PSA Rules which stipulate a fee equal to \$6.37 per GPD.

Taco Bell 1,000 GPD @ \$6.37 = \$6,370.00
Tim Horton's 600.GPD @ \$6.37 = \$3,822.00
Retail 175 GPD @ \$6.37 = \$1,114.75
TOTAL = \$ 11,306.75

Marco DiBattista, Executive Director
Re: PSA Connection Application
Taco Bell & Tim Hortons

Oct 18, 2023
Rev 11/7/23
Page 3

9. The Performance Bond for the work is to be provided based on the need to make the connection from the building to the existing sewer main plus any restoration of the street. We recommend a flat amount of \$5,000.00 This can be released after the facility is functional and has demonstrated proper function.
10. Based on the information provided, the following fees apply

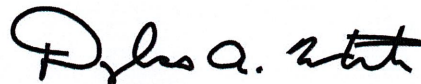
Initial Application Fee:	\$ 15.00 PAID
Escrow Fee:	\$ 2,500.00 PAID
Connection Fee:	\$11,306.75
Performance Bond	\$5,000.00

It is our recommendation that the Authority **can approve** this application at this time.

If you should have any questions, please contact our office.

Very truly yours,

T&M ASSOCIATES



Douglas A. White, P.E.
Group Manager

Cc: Anthony Figueroa, PSA Superintendent (*via email*)
Brian Cleary, P.E. Applicant's Engineers (*via email*)

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PNSA R0180

October 18, 2023

Mr. Marco DiBattista, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Boulevard
Pennsauken, NJ 08110

Re: PSA Connection Application
Starbucks
2501 Merchantville Avenue
Block 4808, Lots 1 & 7

Dear Mr. DiBattista:

T&M Associates has received submission of the following materials for review, in support of the Connection Application for the Starbucks building at 2501 Merchantville Avenue, at the intersection of Route 130.

- One (1) copies of the Application Form
- One (1) set of plans prepared by Dynamic Engineering (John Palus PE), 18 sheets last revised 7/28/23.

The project consists of the construction of one (1) building containing the new Starbucks restaurant with 26 interior seats, 14 exterior seats, and a drive through lane/window,

The project plans depict a new 4" sanitary lateral for the building with a connection to the existing PSA sewer mains within Jackson Avenue. The existing mains are 8" lines located within the cartway.

Review Comments

1. The applicant has not provided an estimate of flow from the proposed buildings. Based on the number of seats for the restaurant = 40 @ 15 per seat, and drive thru parking = 18 @ 50 per space, we project a total of 1,500 GPD.
2. The applicant has not provided a cost estimate for the work.

3. The applicant will extend the sewer lateral from the building to the main. The combined flows do not exceed the 8,000 GPD threshold of a TWA application.
4. The applicant includes a 1,500 Gallon grease trap located in the drive-through lane. The sizing shall be confirmed during the Township plumbing code review.
5. The new sewer lateral will connect to an existing 8" TC line in Jackson Avenue. Due to the existing TC pipe materials, **the detail for the lateral connection shall be changed to a stainless steel strap with 6" concrete encasement extending to the next TC joint in each direction.**
6. We recommend that a connection fee of \$9,555.00 be instituted based on the projected average daily flow for the facility (=1,500 GPD) and the PSA Rules which stipulate a fee equal to \$6.37 per GPD.
7. The Performance Bond for the work is to be provided based on the need to make the connection from the building to the existing sewer main plus any restoration of the street. We recommend a flat amount of \$5,000.00 This can be released after the facility is functional and has demonstrated proper function.
8. Based on the information provided, the following fees apply

Initial Application Fee:	\$ 15.00 PAID
Escrow Fee:	\$ 2,500.00 PAID

Connection Fee:	\$9,555.00
Performance Bond	\$5,000.00

It is our recommendation that the Authority **can approve** this application subject to the plans being revised for the lateral connection detail noted above.

Marco DiBattista, Executive Director
Re: PSA Connection Application
Starbucks on Route 130 & Merchantville Ave

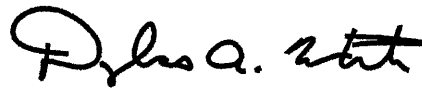
Oct 18, 2023

Page 3

If you should have any questions, please contact our office.

Very truly yours,

T&M ASSOCIATES



Douglas A. White, P.E.
Group Manager

Cc: Anthony Figueroa, PSA Superintendent (*via email*)
John Palus, P.E. Applicant's Engineers (*via email*)

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PNSA R0210
PSA# T-01-66-905-082

November 10, 2023

Marco DiBattista, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Boulevard
Pennsauken, NJ 08110

Re: PSA Connection Application
2209 Clement, LLC
2209 Clement Avenue
Block 2208, Lot 1

Dear Mr. DiBattista:

T&M Associates has received submission of the following materials for review, in support of the Connection Application for the 2209 Clement, LLC contractor storage building at 2209 Clement Avenue.

- One (1) copy of the Application Form
- One (1) copy of a Potable Water and Sanitary Sewer Engineer's Report prepared by Dynamic Engineering Consultants, P.C., (Joshua M. Sewald, P.E., P.P) dated September, 2023.
- One (1) set of plans prepared by Dynamic Engineering Consultants, P.C, (Joshua M. Sewald P.E., P.P.), 17 pages last revised 10/12/23.

The project consists of the construction of a 21,333 SF contractor storage building with office space on a vacant lot. The proposed building contains 10 total units, each with office space and a bathroom.

The project plans depict a new 6" sanitary lateral to extend approximately 70 feet from the proposed building to the existing 8" clay sewer main within Dewey Avenue. The existing main terminates at a manhole approximately 6 feet upstream of the proposed connection point as shown on the plans.

Review Comments

1. The applicant has provided an estimate of flow from the proposed building. Based on the square footage of the office space (1000 sf of total office x 0.10 GPD/sf) they project a flow of 100 GPD.
As the majority of the building will be used a storage building/warehouse, we

November 10, 2023

believe a more accurate flow would utilize a flow rate of 25 gallons per day per employee in accordance with Subchapter 22, Section 7:14A-23.3 of the New Jersey Administrative Code. There are ten (10) proposed units, where it is assumed that two (2) employees will utilize each unit. Based on this analysis, the projected flow should be revised to 500 GPD (10 units x 2 employees x 25 GPD/employee).

2. The township sewer maps (Sheet 22) depict an existing sewer lateral serving the subject property. The applicant should locate and evaluate the condition of the existing lateral. If the existing lateral is in suitable condition and can handle the anticipated sewer flow it should be utilized, rather than constructing a new connection on the existing 8" clay sewer main. If however it is necessary to create a new connection, a concrete encasement of the existing main is required to protect it during installation of the lateral connection.
3. The limits of road restoration should be depicted on the site plan.
4. The applicant has not provided a cost estimate for the work.
5. We recommend that a connection fee of \$3,185.00 be instituted based on the projected average daily flow for the facility (=500 GPD) and the PSA Rules which stipulate a fee equal to \$6.37 per GPD.
6. The Performance Bond for the work is to be provided based on the need to make the connection from the building to the existing sewer main plus any restoration of the street. We recommend a flat amount of \$2,000.00 This can be released after the facility is functional and has demonstrated proper function.
7. Based on the information provided, the following fees apply

Initial Application Fee: \$ 15.00
Engineering Escrow Fee: \$ 2,500.00

Connection Fee: \$3,185.00
Performance Bond: \$2,000.00

Marco DiBattista, Executive Director
Re: PSA Connection Application
2209 Clement, LLC Page 3

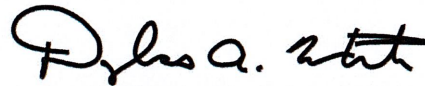
November 10, 2023

It is our recommendation that the Authority **can approve** this application at this time.

If you should have any questions, please contact our office.

Very truly yours,

T&M ASSOCIATES



Douglas A. White, P.E.
Group Manager

Cc: Anthony Figueroa, PSA Superintendent (*via email*)
Joshua Sewald, P.E. Applicant's Engineers (*via email*)

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Municipal Excess Liability Joint Insurance Fund

9 Campus Drive – Suite 216
Parsippany, NJ 07054
Tel (201) 881-7632
Fax (201) 881-7633

To: Clerk/Administrator
Municipal Excess Liability Joint Insurance Fund

From: David N. Grubb
MEL Executive Director

Date: September 2023

Re: MEL Annual Report

Enclosed please find copies of the 2022/2023 Municipal Excess Liability Joint Insurance Fund Annual Report. Please keep a copy for yourself and distribute the remaining reports to your municipal governing body members and/or authority members.

The MEL/JIF system continues to be a leader in providing excess coverage at reasonable rates and is valued for its ability to deliver effective safety education and accident prevention programs. Since its founding in 1987, the MEL/JIF system has saved New Jersey taxpayers more than \$3.8 billion (including \$2.2 billion generated in safety savings).

The enclosed report helps illustrate our efforts and accomplishments for the past 38 years.

Should you have any questions or would like to request more copies of this report, please contact our office at 201-881-7632.

cc: Fund Commissioners
Risk Management Consultants

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



Marco DiBattista, Secretary