

The Chairman Mr. Lutz called the meeting of the Pennsauken Sewerage Authority to order at 6:15 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. James Pennestri

Also present were:

Mr. Bill Orth, Executive Director  
Ms. Robin Fair, Treasurer  
Mr. David Luthman, Solicitor

Absent was:

Mr. Thomas M. Tillinghast, Superintendent

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

The minutes of the meeting January 8, 2013 were presented for approval.

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

The Chairman stated the amount of bills to be paid tonight is ..... \$409,771.05

Mr. Pennestri moved to pay the bills as presented, seconded by Mr. Schofield. On roll call all Commissioners voted yes to carry the motion.

See Bill List Attached

Approval of Utility Bill Adjustment # 1741 and Utility Balance Adjustment #'s 7796, 7830, 7835, 7896 & 7898 were presented.

Mr. Pennestri moved for the approval of adjustments while Mr. Schofield seconded the motion. On roll all Commissioners voted yes to approve the adjustments.

See Journals Attached

**FEBRUARY 19, 2013**

**PENNSAUKEN SEWERAGE AUTHORITY**

**MEETING FIGURE:                      \$409,771.05**

Range of Checking Accts: OPER MAN WIRE to OPERATING      Range of Check Dates: 01/09/13 to 02/19/13  
Report Type: All Checks      Report Format: Condensed      Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
OPER MAN WIRE	OPERATING	MANUAL WIRES/TRANS			
662	01/15/13	PAYROLL PAYROLL ACCOUNT		01/31/13	1372
P3-00006	PAYROLL W/E 1/13/13		32,137.27		
663	01/23/13	PAYROLL PAYROLL ACCOUNT		01/31/13	1375
P3-00011	PAYROLL W/E 1/20/13		62,749.18		
664	01/29/13	PAYROLL PAYROLL ACCOUNT		01/31/13	1378
P3-00016	C LUTMAN/SALARY CHANGE		179.58		
P3-00017	PAYROLL W/E 1/27/13		<u>32,245.63</u>		
			32,425.21		
665	02/05/13	PAYROLL PAYROLL ACCOUNT			1381
P3-00027	PAYROLL W/E 2/3/13		70,393.84		
666	02/12/13	PAYROLL PAYROLL ACCOUNT			1385
P3-00032	PAYROLL W/E 2/10/13		35,519.25		
667	02/19/13	PAYROLL PAYROLL ACCOUNT			1389
P3-00038	PAYROLL W/E 2/17/13		33,749.17		

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	6	0	266,973.92	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>6</u>	<u>0</u>	<u>266,973.92</u>	<u>0.00</u>

OPERATING	operating cash				
24078	01/14/13	GUY'S GUY'S BRAKE SERVICE		01/31/13	1358
12-00487	PARTS FOR TRUCK #705		179.32		
24079	01/15/13	LUTMAN DAVID A. LUTMAN		01/31/13	1374
13-00006	LEGAL COUNSEL - 2013		1,516.67		
24080	01/29/13	11058000 D & L REAL ESTATE, LLC			1380
13-00022	OVERPAYMENT REFUND (TO SELLER)		259.30		
24081	01/29/13	20484000 MICHAEL THOMAS			1380
13-00009	OVERPAYMENT REFUND		500.00		
24082	01/29/13	21243000 LYNNE VICKERY-CLARK			1380
13-00023	OVERPAYMENT REFUND		248.03		
24083	01/29/13	31414000 MS. PATRICIA BROOME			1380
13-00031	OVERPAYMENT REFUND		350.25		
24084	01/29/13	ABCON AB-CON EXTERMINATING INC.			1380
13-00024	EXTERMINATING SRVC & CONTRACT		28.00		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash		Continued	
24085	01/29/13	ALLIND ALL INDUSTRIAL SAFETY PROD INC			1380
13-00018	2013	SRVC CONTRACT/GAS METER	139.90		
24086	01/29/13	ARNOLDS ARNOLD'S SAFE & LOCK CO., INC.			1380
13-00037		REPAIR LUNCH ROOM DOOR HANDLE	360.00		
24087	01/29/13	ATT AT&T CORPORATION			1380
12-00092		LOCAL/LONG DISTANCE THRU 11/4	988.40		
24088	01/29/13	BIG PENNSAUKEN B.I.G. COUNCIL			1380
13-00020	2013	- ANNUAL DUES	200.00		
24089	01/29/13	BOWMAN BOWMAN & COMPANY, LLP			1380
12-00526		PROFESSIONAL SERVICES	575.00		
24090	01/29/13	CIARROCC BENITO & NICOLINA CIARROCCHI			1380
13-00041	2013	MEDICAL B COVERAGE	92.20		
24091	01/29/13	COMCAST COMCAST			1380
13-00026		CABLE/INTERNET - 1/23-2/22/13	163.02		
24092	01/29/13	CONRAIL CONRAIL			1380
13-00034	2013	ANNUAL PIPE LEASE	224.32		
24093	01/29/13	COURIER COURIER POST - DAILY JOURNAL			1380
13-00014		ADVERTISEMENT OF ANNUAL BIDS	216.48		
24094	01/29/13	DELTA DELTA DENTAL OF NJ, INC.			1380
13-00036	2013	DENTAL PLAN FOR PSA	3,775.64		
24095	01/29/13	DIGITAL DIGITAL VOICE & DATA CO., INC.			1380
13-00015		RE-PROGRAM SYSTEM TELEPHONES	90.00		
24096	01/29/13	FONTANAS Fontana's Auto Repair Inc.			1380
13-00016		RPLC ALTERNATOR&RADIATOR #701	1,121.00		
24097	01/29/13	GALETON GALETON, INC.			1380
13-00039		WORK & WINTER GLOVES: BACKORD	379.40		
24098	01/29/13	GUYS GUY'S BRAKE SERVICE			1380
12-00487		PARTS FOR TRUCK #705	126.58		
24099	01/29/13	HESS HESS CORPORATION			1380
12-00061		NATURAL GAS	529.31		
12-00075		NJ ENERGY CHOICE 1/6-2/3/12	780.60		
			<u>1,309.91</u>		
24100	01/29/13	INGRAM WILLIAM INGRAM			1380
13-00043	2013	MEDICAL B COVERAGE	46.10		
24101	01/29/13	INQUIRER THE INQUIRER			1380
13-00032		1YR SUBSCRIPTION THRU 1/21/14	197.60		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash	Continued		
24102	01/29/13	MM Municipal Maintenance Co. Inc.		01/31/13	1380
	12-00527	COMPRESSOR/BASE PLATE: STA #7	182.14		
24103	01/29/13	NJAWSTA NEW JERSEY AMERICAN WATER CO			1380
	12-00065	WATER SERVICE @ PUMP STATIONS	77.48		
	12-00066	USAGE/BASE CHRG #18-1714225-8	59.00		
			136.48		
24104	01/29/13	NJDEP NJ DEPARTMENT OF TREASURY			1380
	13-00017	2 ANNUAL PHYS CONNECT PERMITS	400.00		
24105	01/29/13	NJMVC NEW JERSEY MOTOR VEHICLE COMM			1380
	13-00027	2013 ANNUAL ADM FEE: #OL009830	150.00		
24106	01/29/13	PBENNETT PAULINE BENNETT			1380
	13-00040	2013 MEDICAL B COVERAGE	46.10		
24107	01/29/13	PDOYLE PATRICK J. DOYLE			1380
	13-00042	2013 MEDICAL B COVERAGE	46.10		
24108	01/29/13	REMING REMINGTON VERNICK ARANGO ENGNR			1380
	12-00525	MEETING REPORTS/CONTRACTS	1,464.00		
24109	01/29/13	REPUBLIC REPUBLIC SERVICES OF NJ, LLC			1380
	13-00033	2013 BASIC SRVC DUMPSTER RNTL	622.84		
24110	01/29/13	SCHOOLEY SCHOOLEY ELECTRIC, INC.			1380
	13-00008	5 RECEPTACLES FOR OFFICE AREA	1,791.15		
24111	01/29/13	SIEMENS SIEMENS WATER TECH CORPORATION			1380
	13-00030	SRVC CONTRACT THROUGH 12/31/13	1,526.00		
24112	01/29/13	SIR SIR SPEEDY PRINTING			1380
	12-00511	500 BUSINESS CARDS: DIBATTISTA	115.00		
24113	01/29/13	STAPLES STAPLES, INC.			1380
	12-00528	2013 MONTH AT-A-GLANCE	22.99		
24114	01/29/13	UNUM UNUM LIFE INSUR CO OF AMERICA			1380
	13-00035	2013 ANNUAL LIFE/DISABILITY	709.20		
24115	01/29/13	WATERENV WATER ENVIRONMENT FEDERATION			1380
	13-00011	RENEWAL ID #1830693 G. SLATER	120.00		
24116	01/29/13	WBMASON W.B. MASON CO., INC.			1380
	13-00012	SUPPLIES PER ATTACHED LIST	392.73		
24117	02/06/13	PRINT PRINT AND MAIL COMMUNICATIONS			1383
	13-00057	CYCLE 1 MAILING & POSTAGE	1,716.10		
24118	02/07/13	20416000 DENISSE TOLEDO			1384
	13-00062	OVERPAYMENT REFUND	90.86		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash	Continued		
24119	02/12/13	LUTMAN DAVID A. LUTMAN			1387
13-00006		LEGAL COUNSEL - 2013	1,516.67		
24120	02/12/13	MONARCH MONARCH LIFE INSURANCE COMPANY			1388
13-00066		DISABILITY INSURANCE #1928389	499.29		
24121	02/19/13	ABCON AB-CON EXTERMINATING INC.			1391
13-00024		EXTERMINATING SRVC & CONTRACT	198.00		
24122	02/19/13	ALLIND ALL INDUSTRIAL SAFETY PROD INC			1391
13-00044		SAFETY EQUIP/OPERAT.PERSONNEL	161.46		
24123	02/19/13	ARREFRES ARAMARK REFRESHMENT SRVC, LLC			1391
12-00513		COFFEE SUPPLIES ORD'D 12/21/12	330.67		
13-00028		COFFEE SUPPLIES ORDERED JAN 23	295.60		
13-00081		COOLER FILTRATION MAINTENANCE	59.98		
			<u>686.25</u>		
24124	02/19/13	ATT AT&T CORPORATION			1391
13-00071		LONG DISTANCE THRU FEB 4	994.00		
24125	02/19/13	AUTOSHI AUTO SHINE CAR WASH			1391
12-00105		FULL SRVC TRUCK #714 - 9/12/12	5.00		
13-00078		FULL SERVICE VEH 701, 1/25/13	5.00		
			<u>10.00</u>		
24126	02/19/13	BIG PENNSAUKEN B.I.G. COUNCIL			1391
13-00060		2013 CONTRIBUTION	15,000.00		
24127	02/19/13	BURLTIME COURIER TIMES, INC.			1391
13-00045		AD FOR 2013 MEETING SCHEDULE	36.72		
24128	02/19/13	CANON CANON SOLUTIONS AMERICA, INC.			1391
12-00536		#1549875 MAINT/COPIES DEC 2012	86.71		
13-00074		MAINTENANCE/COPIES (2 COPIERS)	158.90		
			<u>245.61</u>		
24129	02/19/13	CIARROCC BENITO & NICOLINA CIARROCCHI			1391
13-00041		2013 MEDICAL B COVERAGE	92.20		
24130	02/19/13	CINTAS CINTAS FIRST AID & SAFETY			1391
13-00064		RESTOCK OF FIRST AID CABINET	351.76		
24131	02/19/13	DELTA DELTA DENTAL OF NJ, INC.			1391
13-00036		2013 DENTAL PLAN FOR PSA	3,775.64		
24132	02/19/13	DONSAUTO Don's westfield Auto Sply, Inc			1391
13-00065		SUPPLIES AND EQUIPMENT - JAN	750.37		
24133	02/19/13	GALETON GALETON, INC.			1391
13-00053		SAFETY EQUIP/RAIN GEAR	614.14		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash	Continued		
24134	02/19/13	GDF SUEZ GDF SUEZ ENGY RESOURCE NA INC			1391
		12-00535 ENERGY CHARGES NOV - DEC 2012	8,270.86		
		13-00063 ENERGY CHARGES - 17 ACCOUNTS	<u>11,214.41</u>		
			19,485.27		
24135	02/19/13	HESS HESS CORPORATION			1391
		13-00077 NATURAL GAS CHARGES	788.23		
24136	02/19/13	INGRAM WILLIAM INGRAM			1391
		13-00043 2013 MEDICAL B COVERAGE	46.10		
24137	02/19/13	JARVIS Jarvis Electric Motors Inc.			1391
		13-00019 EXHAUST FAN MOTOR FOR STA #6	280.00		
24138	02/19/13	MACANANY PATRICIA MACANANY			1391
		13-00025 HEALTH COVERAGE - YEAR 2013	308.05		
24139	02/19/13	MAGRO JENNIFER MAGRO			1391
		13-00058 UPDATES TO WEBSITE	400.00		
24140	02/19/13	MM Municipal Maintenance Co. Inc.			1391
		12-00529 WORK AT DELAIR PUMP STATION	394.00		
		12-00530 WORK AT HILLSIDE TER PUMP ST	227.50		
		12-00531 REPLACE PUMP #3 AT STATION 1	35,243.66		
		12-00532 WORK AT TITLEMAN PUMP STATION	<u>718.25</u>		
			36,583.41		
24141	02/19/13	NEWTOWN NEWTOWN OFFC COMPUTER SPLY INC			1391
		13-00021 OFFICE SPLYS PER ATTCHD LIST	649.64		
24142	02/19/13	NJAWSTA NEW JERSEY AMERICAN WATER CO			1391
		13-00047 MONTHLY USAGE REPORTS	59.00		
		13-00073 WATER SERVICE - 4 STATIONS	<u>77.48</u>		
			136.48		
24143	02/19/13	NJFIRE NJ DIVISION OF FIRE SAFETY			1391
		13-00059 ANNUAL LIFE HAZARD USE REG FEE	148.00		
24144	02/19/13	OCC ONE CALL CONCEPTS, INC.			1391
		13-00070 MARK OUTS - JANUARY	148.68		
24145	02/19/13	PBENNETT PAULINE BENNETT			1391
		13-00040 2013 MEDICAL B COVERAGE	46.10		
24146	02/19/13	PDOYLE PATRICK J. DOYLE			1391
		13-00042 2013 MEDICAL B COVERAGE	46.10		
24147	02/19/13	PHILA PHILA. BUSINESS FORMS INC.			1391
		13-00007 PO'S/RTN&MAIL ENVLPS/CKS/BILLS	3,460.51		
24148	02/19/13	PSEG PUBLIC SERVICE ELEC & GAS CO.			1391
		12-00509 MONTHLY UTILITY: 17 ACCOUNTS	7,177.47		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash	Continued		
24148		PUBLIC SERVICE ELEC & GAS CO.	Continued		
13-00052	2013	PSEG MONTHLY CHGS	<u>6,618.78</u>		
			13,796.25		
24149	02/19/13	REDWING RED WING SHOE STORE			1391
13-00010		OPERATION PERSONNEL WORK BOOTS	2,134.93		
24150	02/19/13	REMING REMINGTON VERNICK ARANGO ENGNR			1391
13-00072		MTG RPTS & ANNUAL MAINT. CONT.	1,176.00		
24151	02/19/13	REPUBLIC REPUBLIC SERVICES OF NJ, LLC			1391
13-00033	2013	BASIC SRVC DUMPSTER RNTL	622.84		
24152	02/19/13	SAMS SAM'S CLUB			1391
13-00029		MISC INVENTORY & SUPPLIES	321.23		
24153	02/19/13	SCHOOLEY SCHOOLEY ELECTRIC, INC.			1391
13-00048		PROF ELEC SVCS AT ADM	2,500.00		
24154	02/19/13	SCHWER SCHWERING HARDWARE, INC.			1391
13-00046		SUPPLIES PURCHASED - JANUARY	218.12		
24155	02/19/13	SIEMENS SIEMENS WATER TECH CORPORATION			1391
13-00030		SRVC CONTRACT THROUGH 12/31/13	1,526.00		
24156	02/19/13	SOUTHJ SOUTH JERSEY WELDING SPLY CO.			1391
13-00067		ANNUAL FIRE EXTINGUISHER INSP	341.30		
24157	02/19/13	SPECIAL SPECIALTY GRAPHICS LLC			1391
13-00013	2013'S	UNIFORM ORDER FOR O&M	5,287.50		
24158	02/19/13	TM T & M ASSOCIATES			1391
12-00534	2012	GEN ENG AND FROSTHOFFER	1,961.49		
13-00075	PNSA-0080	FROSTHOFFER LINING	<u>186.48</u>		
			2,147.97		
24159	02/19/13	UNUM UNUM LIFE INSUR CO OF AMERICA			1391
13-00035	2013	ANNUAL LIFE/DISABILITY	725.67		
24160	02/19/13	VALLETT RICHARD B. VALLETT, JR.			1391
13-00080		COMPUTER SUPPORT	450.00		
24161	02/19/13	VANGUARD VANGUARD CLNG SYS CNTRL SO NJ			1391
13-00002		CLEANING OF PSA FACILITIES	225.00		
24162	02/19/13	VERIZON VERIZON WIRELESS			1391
12-00102		WIRELESS CHARGES: 1/11-2/10/12	470.69		
24163	02/19/13	WBMASON W.B. MASON CO., INC.			1391
13-00055		SUPPLIES PER ATTACHED LIST	405.73		



Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
OPERATING		operating cash	Continued		
24164	02/19/13	WESTMONT WESTMONT HARDWARE, INC.			1391
13-00054		PURCHASES MONTH OF JANUARY	165.78		
24165	02/19/13	WHARTON WHARTON HARDWARE & SPLY CORP			1391
13-00049		SUPPLIES PURCHASED - JANUARY	154.63		
24166	02/19/13	WORKNET US REG OCCUP HEALTH II NJ PC			1391
13-00056		DS5 PANEL DOT/JOHN FIGUEROA	50.00		
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	89	0	142,797.13	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>89</u>	<u>0</u>	<u>142,797.13</u>	<u>0.00</u>
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	95	0	409,771.05	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>95</u>	<u>0</u>	<u>409,771.05</u>	<u>0.00</u>

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Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	2-01	59,986.12	0.00
OPERATING FUND	3-01	349,784.93	0.00
Total of All Funds:		<u>409,771.05</u>	<u>0.00</u>

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Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
OPERATING FUND	2-01	59,986.12	0.00	0.00	0.00	59,986.12
OPERATING FUND	3-01	349,784.93	0.00	0.00	0.00	349,784.93
Total of All Funds:		<u>409,771.05</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>409,771.05</u>

February 12, 2013  
08:13 AM

UTILITY BILL ADJUSTMENT ENTRY TOTALS FOR BATCH: DEBORAH

	Code	# Entries	Flat	Excess	Total
Sewer Bill	S10	5	157.50-	0.00	157.50-
Sewer Bill	S11	3	67.50	0.00	67.50
Total Sewer Bill:					90.00-
Total Sewer:					90.00-
Entries: <u>8</u>					Total of All Codes: <u>90.00-</u>

February 12, 2013  
08:13 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
70231000-0	Sewer	S10	B	13	1	45.00-	0.00	45.00-	S/C RATE	N		02/12/13	1
SWEELY, JANET													
70231000-0	Sewer	S11	B	13	1	22.50	0.00	22.50	S/C RATE	N		02/12/13	2
SWEELY, JANET													
70231000-0	Sewer	S10	B	13	2	45.00-	0.00	45.00-	S/C RATE	N		02/12/13	3
SWEELY, JANET													
70231000-0	Sewer	S11	B	13	2	22.50	0.00	22.50	S/C RATE	N		02/12/13	4
SWEELY, JANET													
70231000-0	Sewer	S10	B	13	3	45.00-	0.00	45.00-	S/C RATE	N		02/12/13	5
SWEELY, JANET													
70231000-0	Sewer	S11	B	13	3	22.50	0.00	22.50	S/C RATE	N		02/12/13	6
SWEELY, JANET													
70231000-0	Sewer	S10	B	13	4	45.00-	0.00	45.00-	S/C RATE	N		02/12/13	7
SWEELY, JANET													
70231000-0	Sewer	S10	B	13	4	22.50	0.00	22.50	S/C RATE	N		02/12/13	8
SWEELY, JANET													

February 12, 2013  
08:14 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH	Updated Billings:	8 Flat:	90.00-	Exc:	0.00	Ref Num:	1741
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	8 Flat:	90.00-	Exc:	0.00	Total Updated:	90.00-

January 18, 2013  
09:23 AM

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

Page No: 2

Code Type Description	Count	Arrears/Other	Principal			Penalty	Total
			2012	2013	Future		
103 Balance Adjustment							
Penalty Correction	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.60-</u>	<u>2.60-</u>
Sewer Totals:	1	0.00	0.00	0.00	0.00	2.60-	2.60-
Grand Totals:	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.60-</u>	<u>2.60-</u>

January 18, 2013  
09:23 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id Name	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
50288000-0 SCHULER, DAVID	Sewer	103		12 2	0.00	2.60-	2.60-	bankruptcy remv int	01/18/13	1
								Balance Adjustment		

January 18, 2013  
09:23 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 1 Updated Principal: 0.00 Updated Penalty: 2.60- Ref Num: 7796

January 28, 2013  
11:38 AM

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

Page No: 2

Code Type Description	Count	Arrears/Other	Principal				Penalty	Total
			2012	2013	Future			
404 Balance Adjustment								
Balance Correction	2	0.00	370.01-	0.00	0.00	0.00	370.01-	
Sewer Totals:	2	0.00	370.01-	0.00	0.00	0.00	370.01-	
Grand Totals:	2	0.00	370.01-	0.00	0.00	0.00	370.01-	

January 28, 2013  
11:38 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
90328029-0 J & J SNACK CO	Sewer	404		12 3	96.17-	0.00	96.17-	B 2019 RDG 1960 CR59	01/28/13	1
			Balance Adjustment							
90328030-0 J & J SNACK CO	Sewer	404		12 3	273.84-	0.00	273.84-	B 1033 RDG 865 CR168	01/28/13	2
			Balance Adjustment							

January 28, 2013  
11:40 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH Updated Entries: 2 Updated Principal: 370.01- Updated Penalty: 0.00 Ref Num: 7830

Code	Type Description	Count	Arrears/Other	Principal			Penalty	Total
				2012	2013	Future		
102	Refund Overpayment							
	Refund Overpayment	4	1,357.58	0.00	0.00	0.00	0.00	1,357.58
	Sewer Totals:	4	1,357.58	0.00	0.00	0.00	0.00	1,357.58
Grand Totals:		4	1,357.58	0.00	0.00	0.00	0.00	1,357.58

Batch Id: DEBORAH

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
				Transaction Type						
21243000-0	Sewer	102			248.03	0.00	248.03	REFUND OVERPAYMENT	01/30/13	1
				Refund Overpayment						
31414000-0	Sewer	102			350.25	0.00	350.25	REFUND OVERPAYMENT	01/30/13	2
				Refund Overpayment						
20484000-0	Sewer	102			500.00	0.00	500.00	REFUND OVERPAYMENT	01/30/13	3
				Refund Overpayment						
11058000-0	Sewer	102			259.30	0.00	259.30	REFUND OVERPAYMENT	01/30/13	4

Batch: DEBORAH Updated Entries: 4 Updated Principal: 1,357.58 Updated Penalty: 0.00 Ref Num: 7835

February 12, 2013  
08:29 AM

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

Page No: 2

		----- Principal -----						
Code Type	Description	Count	Arrears/Other	2012	2013	Future	Penalty	Total
102	Refund Overpayment							
	Refund Overpayment	<u>1</u>	<u>90.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>90.86</u>
	Sewer Totals:	1	90.86	0.00	0.00	0.00	0.00	90.86
Grand Totals:		<u>1</u>	<u>90.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>90.86</u>

February 12, 2013  
08:29 AM

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

Page No: 1

Batch Id: DEBORAH

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
		Transaction Type								
20416000-0	Sewer	102			90.86	0.00	90.86	REFUND OVERPAYMENT	02/12/13	1
TOLEDO, PAULEY		Refund Overpayment								

February 12, 2013  
08:29 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: DEBORAH	Updated Entries:	1	Updated Principal:	90.86	Updated Penalty:	0.00	Ref Num:	7896
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		----- Principal -----						
Code Type	Description	Count	Arrears/Other	2012	2013	Future	Penalty	Total
TRC	Refund Overpayment Transfer Credits	1	0.10	0.00	0.00	0.00	0.00	0.10
TRC	Balance Adjustment Transfer Credits	3	0.00	0.10-	0.00	0.00	0.00	0.10-
	Sewer Totals:	4	0.10	0.10-	0.00	0.00	0.00	0.00
Grand Totals:		4	0.10	0.10-	0.00	0.00	0.00	0.00

Batch Id: ROBIN

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
90328018-0	Sewer	TRC			0.10	0.00	0.10	app ovrrpy 90328011-1	02/12/13	1
J & J SNACK FOODS SALES CORP			Refund Overpayment							
90328011-1	Sewer	TRC		12 4	261.57-	0.00	261.57-	app ovrrpy 90328018	02/12/13	2
J & J SNACK CO			Balance Adjustment							
90328029-0	Sewer	TRC		12 3	46.97	0.00	46.97	90328011-1	02/12/13	3
J & J SNACK CO			Balance Adjustment							
90328030-0	Sewer	TRC		12 3	214.50	0.00	214.50	90328011-1	02/12/13	4
J & J SNACK CO			Balance Adjustment							

Batch: ROBIN Updated Entries: 4 Updated Principal: 0.00 Updated Penalty: 0.00 Ref Num: 7898

~~The Chairman moved to Old Business.~~

There was no old business.

The Chairman moved to New Business.

Resolution No. 13-16 Award of Contract #13-01 Repair of Mechanical & Electrical Apparatus for 2013 to Longo Electrical-Mechanical, Inc. and Municipal Maintenance, Inc. was presented. (See Correspondence #1)

Mr. Schofield made a motion to approve the contracts. Mr. Archible seconded the motion. On roll call all Commissioners voted yes.

See Resolution No. 13-16

Resolution No. 13-17 Award of Contract #13-02 Award of Annual Sewer Repair for 2013 to SAR Automotive Equipment was presented. (See Correspondence #2)

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

See Resolution No. 13-17

Resolution No. 13-18 Award of Contract #13-03 Rehabilitation of Existing 15 Inch Sanitary Sewer Project NJEIT Project No. S340349-05 to Insituform Technologies, LLC was presented. (See Correspondence #3 & #4)

A motion was made by Mr. Schofield to approve the award of the contract. It was seconded by Mr. Pennestri. All Commissioners votes yes on roll call.

See Resolution No. 13-18

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

See Treasurer's Report

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

See Superintendent's Report

The Chairman asked for the Engineers reports.

See Report from Dennis Yoder  
See Report from Jeff Winegar

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY  
TO AWARD THE ANNUAL MAINTENANCE AND REPAIR OF  
ELECTRICAL AND MECHANICAL EQUIPMENT  
CONTRACT NO. 13-01**

**WHEREAS**, the Pennsauken Sewerage Authority (“PSA”) having met in regular session of February 19, 2013; and

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

**WHEREAS**, three bids were received with the apparent low bidder being Longo Electrical-Mechanical, Inc. (“Longo”) and the second apparent low bidder being Municipal Maintenance, Inc. (“MM”); and

**WHEREAS**, certain services which may be performed under this contract will require a licensed Master Plumber; and

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

**WHEREAS**, the bid of Longo did not include the identification of a Master Plumber; and

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

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

**NOW THEREFORE BE IT RESOLVED**, that the Pennsauken Sewerage Authority enters contracts with Longo Electrical-Mechanical, Inc. in an amount not to exceed \$60,800.00 and with

**Municipal Maintenance, Inc. in an amount not to exceed \$70,300.00 for the Annual Maintenance and Repair of Electrical and Mechanical Equipment, fiscal year 2013.**



Bill Orth, Secretary

**ROLLCALL:**

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Pennestri – Yes

**ADOPTED: February 19, 2013**

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY  
AWARDING ANNUAL SEWER SYSTEM REPAIR CONTRACT #13-02**

**WHEREAS**, the Pennsauken Sewerage Authority having met in regular session on February 19, 2013; and,

**WHEREAS**, the Pennsauken Sewerage Authority, from time to time, requires assistance from a third party vendor for emergency repair work to the sewer system; and

**WHEREAS**, the Pennsauken Sewerage Authority cannot, with any reasonable degree of certainty, predict the nature or amount of emergency repair work, can authorize such repair work without prior competitive bidding or quotes, but desires to avoid the use of third party vendors without receiving contractually binding prices for the most commonly required manpower and equipment and contractually binding terms regarding response time and other issues of major concern; and,

**WHEREAS**, the Pennsauken Sewerage Authority has duly advertised for and received bids; and,

**WHEREAS**, SAR Automotive Equipment have been found to be the most qualified and the lowest competitive bidder in the amount of \$152,050.00.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the Pennsauken Sewerage Authority shall enter a contract with **SAR Automotive Equipment** for Sewer System Repair Work for the year 2013, in accordance with the unit pieces set forth in the bid of **SAR Automotive Equipment** in accordance with the specifications provided.

  
Bill Orth, Secretary

**ROLLCALL:**

**Mr. Lutz** – Yes

**Mr. Schofield** – Yes

**Mr. Archible** – Yes

**Mr. Pennestri** – Yes

**ADOPTED: February 19, 2013**

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY (“PSA”)  
TO AUTHORIZE AWARD OF A CONTRACT NO. 13-03  
FOR REHABILITATION OF AN EXISTING 15-INCH SEWER  
IN ACCORDANCE WITH NJEIT PROJECT NO. S340349-05 (CONTRACT 2 OF 2)**


**WHEREAS**, PSA has sought and received bids for a Rehabilitation of Existing 15 inch Sanitary Sewer project (“Project”) in accordance with the scope of work described in NJEIT Project No. S340349-05, Sewer System Rehabilitation Project (Contract 2 of 2); and

**WHEREAS**, PSA has received a copy of communication to the New Jersey Department of Environmental Protection (“NJDEP”) submitted by T & M Associates (“T&M”), describing fully the bidding process and requesting authorization to award; and

**WHEREAS**, that communication identifies the low responsible bidder for this project as Insituform Technologies, LLC (“Insituform”) and recommends award to Insituform for the total bid price of \$86,223.00; and

**WHEREAS**, NJDEP has, by letter dated January 31, 2013, authorized the award of the contract for the Project to Insituform, subject to all terms and conditions as set forth in said authorization letter.

**NOW THEREFORE BE IT RESOLVED**, that PSA award to Insituform the aforementioned Project contract and execute all necessary contract documents for the purpose thereof, by the Executive Director or his designee.

  
William Orth, Secretary

**ROLLCALL:**

Mr. Lutz – Yes

Mr. Schofield – Yes

Mr. Archible – Yes

Mr. Pennestri – Yes

**ADOPTED: February 19, 2013**

1. Commercial monthly billing totaled \$.
2. Principal lend-a-hand balances as of January 31, 2013:
  - a. Madeline Rawle (deceased) - \$6,813.97
  - b. Dorothy Brittin - \$6,372.96
  - c. Dawn Peluso - \$1,461.40
  - d. Jacklyn Schonewolf - \$2,240.06
  - e. Robert Ingram - \$6,606.90
  - f. Robert Davis - \$290.75
  - g. Karen Muse - \$837.19
  - h. Adria Cruz - \$3,664.92
  - i. Carmen Jimenez - \$2,155.95
  - j. Valerie Newman - \$7,130.28
3. Investments under Trustee Accounts:  
  
\$180,000.00 CD @ First Colonial Bank .75% - Matures 7/24/13  
\$174,013.97 CD @ Susquehanna Bank 2% - Matures 4/21/14  
\$150,000.00 CD First Colonial Bank .75% - Matures 7/24/13  
\$50,000.00 CD First Colonial Bank .75% - Matures 7/24/13  
\$150,000.00 CD Susquehanna Bank 1.10% - Matures 5/03/13  
\$29,213.39 Money Market
4. Financial Reports are attached.

Respectfully submitted,

*Robin Fair*

Robin Fair  
Treasurer

**PENNSAUKEN SEWERAGE AUTHORITY**  
**REVENUES-JANUARY 1, 2013 - DECEMBER 31, 2013**  
**FOR MONTH OF JANUARY**

<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	2,200,000.00	99,313.35	99,313.35	\$ 27,759.96	\$ 27,759.96
4004 COMMERCIAL	1,105,000.00	\$ 97,949.60	\$ 97,949.60	\$ 218,147.19	\$ 218,147.19
4005 PENALTY	30,000.00	\$ 1,798.97	\$ 1,798.97	\$ 2,785.38	\$ 2,785.38
4002 MERCH	178,000.00	\$ 2,388.77	\$ 2,388.77	\$ 2,388.77	\$ 2,388.77
4003 C/H	25,000.00		\$ -	\$ 3,212.52	\$ 3,212.52
4012 OTHER INCOME	5,000.00	\$ 225.00	\$ 225.00		\$ 225.00
4013 INVEST INT	3,000.00	\$ 14.17	\$ -		\$ 14.17
4014 TRUSTEE INT	15,000.00	\$ 4,013.97	\$ -		\$ 4,013.97
4016 PERMITS (RES)	15,000.00	\$ 300.00	\$ 300.00		\$ 300.00
4019 PERMITS (COMM)	50,000.00		\$ -		
4021-PERMITS (MERCH)	1,000.00		\$ -		
4020-JIF INS PREMIUM	10,000.00		\$0.00		
4017-18- FILING-INSP.	\$1,000.00	\$15.00	\$15.00		15.00
4050 INT./NOTES PAY.	1,000.00	20.29	20.29		20.29
Anticipated Balance	193,368.00				
<b>TOTALS</b>	<b>3,832,368.00</b>	<b>206,039.12</b>	<b>202,010.98</b>	<b>254,293.82</b>	<b>258,882.25</b>

	<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
ASSETS	\$ 215,000.00	\$ -		
CONSTRUCTION IN PROGRESS				
CAPITAL BUDGET	\$ 215,000.00	\$ -	0	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$91,288.64
PAYROLL	\$7,782.76
REVENUE	\$ 17,569.95
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 52,810.89
R & R	\$ 256,311.30
GENERAL	\$ 406,535.22



PENNSAUKEN SEWERAGE AUTHORITY  
Statement of Revenue and Expenditures

Range of Revenue Accounts: 3-01-00-410-000 to 3-01-00-430-001 Current Period: 01/01/13 to 01/31/13  
 Range of Budget Accounts: 3-01-01-510-500 to 3-01-03-600-002 Year To Date As Of: 01/31/13 Prior Year: 01/01/12 to 01/31/12  
 Skip Zero YTD Activity: No Include Non-Budget Accounts: Yes Department Page Break: No Subtotal Budget CAFR: No Subtotal Budget Department: No  
 Include Non-Antic Accounts: Yes Subtotal Revenue CAFR: No Subtotal Revenue Department: No

Anticipated = Adopted + Amended % Realized = (YTD Revenue/(Anticip. - Cancel)) \* 100 (for accts w/Anticip.)  
 Excess/Deficit = YTD Revenue - Anticipated + Cancel % Expended = (YTD Expended/(Budgeted - Cancel)) \* 100  
 Budgeted = Adopted + Amended + Transfers Total Available Revenues = YTD Revenue - YTD Expended

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
3-01-00-410-001	Residential	26,475.62	2,200,000.00	27,759.96	27,759.96	0.00	2,172,240.04-	1
3-01-00-410-002	Merchantville	1,813.38	178,000.00	2,388.77	2,388.77	0.00	175,611.23-	1
3-01-00-410-003	Cherry Hill	2,482.28	25,000.00	3,212.52	3,212.52	0.00	21,787.48-	13
3-01-00-410-004	Commercial	217,089.68	1,105,000.00	218,147.19	218,147.19	0.00	886,852.81-	20
3-01-00-410-005	A/R Penalty	2,583.38	30,000.00	2,785.38	2,785.38	0.00	27,214.62-	9
3-01-00-415-001	Permits- Residential	100.00	15,000.00	300.00	300.00	0.00	14,700.00-	2
3-01-00-415-002	Permits - Commercial	0.00	50,000.00	0.00	0.00	0.00	50,000.00-	0
3-01-00-415-003	Permits - Merchantville	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0
3-01-00-420-001	Other Income	55,676.09	5,000.00	225.00	225.00	0.00	4,775.00-	4
3-01-00-420-002	Application and Inspection Feed	15.00	1,000.00	15.00	15.00	0.00	985.00-	2
3-01-00-420-004	JIF Insurance Premium Refund	0.00	10,000.00	0.00	0.00	0.00	10,000.00-	0
3-01-00-420-005	Int on Lend-a-Hand Accounts	24.53	1,000.00	20.29	20.29	0.00	979.71-	2
3-01-00-425-001	Interest from Operating Fund	150.16	3,000.00	14.17	14.17	0.00	2,985.83-	0
3-01-00-425-002	Interest from Trustee Accounts	0.00	15,000.00	4,013.97	4,013.97	0.00	10,986.03-	27
3-01-00-430-001	Anticipated Fund Balance	0.00	193,368.00	0.00	0.00	0.00	193,368.00-	0
	OPERATING REVENUES Revenue Total	306,410.12	3,832,368.00	258,882.25	258,882.25	0.00	3,573,485.75-	7

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
3-01-01-510-500	ADMINISTRATION SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-01-510-501	ADMIN PSA Management	21,454.00	233,000.00	17,584.00	17,584.00	0.00	215,416.00	8
3-01-01-510-502	ADMIN Office Staff	25,044.50	241,000.00	18,918.38	18,918.38	0.00	222,081.62	8
3-01-01-510-503	ADMIN: Commissioners	1,250.00	15,000.00	1,250.00	1,250.00	0.00	13,750.00	8
3-01-01-510-504	ADMIN: Legal Salary	3,033.34	0.00	0.00	0.00	0.00	0.00	0
3-01-01-510-600	ADMINISTRATION FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-01-510-601	ADMIN: PERS/Employers Liabil	0.00	92,500.00	0.00	0.00	0.00	92,500.00	0
3-01-01-510-602	ADMIN: Social Security	6,582.21	43,000.00	4,920.60	4,920.60	0.00	38,079.40	11
3-01-01-510-603	ADMIN: Unemp./Disabili	740.75	5,500.00	556.63	556.63	0.00	4,943.37	10
3-01-01-510-604	ADMIN: Hospital Benefits	13,855.38	94,000.00	7,238.56	7,238.56	0.00	86,761.44	8
3-01-01-510-605	ADMIN: Vision, Dental & RX	7,133.66	46,000.00	3,362.15	3,362.15	0.00	42,637.85	7

PENNSAUKEN SEWERAGE AUTHORITY  
Statement of Revenue and Expenditures

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
3-01-01-510-607	ADMIN: Sick/Vac Payback	37,485.60	64,000.00	25,900.00	25,900.00	0.00	38,100.00	40
3-01-01-510-700	ADMINISTRATION OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-01-510-721	ADMIN: Legal Fees	0.00	23,000.00	1,516.67	1,516.67	0.00	21,483.33	7
3-01-01-510-722	ADMIN: Audit	0.00	36,000.00	0.00	0.00	0.00	36,000.00	0
3-01-01-510-723	ADMIN: Other Professional Fees	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0
3-01-01-510-736	ADMIN: Public Officials Liab.	2,963.59	5,500.00	3,039.07	3,039.07	0.00	2,460.93	55
3-01-01-510-750	ADMIN: Office Supplies & Expense	1,501.99	11,000.00	618.73	618.73	0.00	10,381.27	6
3-01-01-510-751	ADMIN: Postage	0.00	17,000.00	0.00	0.00	0.00	17,000.00	0
3-01-01-510-752	ADMIN: Advertising & Printing	73.59	11,000.00	216.48	216.48	0.00	10,783.52	2
3-01-01-510-753	ADMIN: Telephone	0.00	19,000.00	0.00	0.00	0.00	19,000.00	0
3-01-01-510-754	ADMIN: Miscellaneous Exp	100.00	5,000.00	0.00	0.00	0.00	5,000.00	0
3-01-01-510-755	ADMIN: Service Contracts	7,940.00	10,000.00	7,940.00	7,940.00	0.00	2,060.00	79
3-01-01-510-756	ADMIN: Equipment Rental	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
3-01-01-510-757	ADMIN: Building Utilities	241.64	34,000.00	245.52	245.52	0.00	33,754.48	1
3-01-01-510-758	ADMIN: Building Exp. & Repairs	1,010.94	15,000.00	2,404.15	2,404.15	0.00	12,595.85	16
3-01-01-510-759	ADMIN: Financial Exp	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0
3-01-01-510-760	ADMIN: Bad Debt Exp	0.00	500.00	0.00	0.00	0.00	500.00	0
3-01-01-510-762	ADMIN: Education/Dues	171.60	6,000.00	517.60	517.60	0.00	5,482.40	9
3-01-01-510-763	ADMIN: Civic Involvement	15,000.00	32,500.00	0.00	0.00	0.00	32,500.00	0
3-01-02-520-500	COST OF SERVICE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-02-520-505	O&M: Union Salaries	72,778.02	915,000.00	66,336.93	66,336.93	0.00	848,663.07	7
3-01-02-520-506	O&M: Management Salaries	24,410.00	255,000.00	17,943.20	17,943.20	0.00	237,056.80	7
3-01-02-520-600	COST OF SERVICE FRINGE BENEFIT	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-02-520-601	O&M: PERS	0.00	92,500.00	0.00	0.00	0.00	92,500.00	0
3-01-02-520-602	O&M: Social Security	8,699.04	98,000.00	6,460.32	6,460.32	0.00	91,539.68	7
3-01-02-520-603	O&M: Unemployment & Disability	1,079.67	7,700.00	802.37	802.37	0.00	6,897.63	10
3-01-02-520-604	O&M: Hospitalization Benefits	44,769.83	317,000.00	22,000.13	22,000.13	0.00	294,999.87	7
3-01-02-520-605	O&M: Vision, Dental & RX	19,175.42	125,000.00	8,080.27	8,080.27	0.00	116,919.73	6
3-01-02-520-607	O&M: Sick/vac Payback	14,400.14	93,000.00	0.00	0.00	0.00	93,000.00	0
3-01-02-520-608	O&M: Uniform Exp.	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0
3-01-02-520-700	COST OF SERVICE OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
3-01-02-520-711	O&M: Engineer Fees	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
3-01-02-520-731	O&M: General Liability/Auto Ins	12,327.60	28,000.00	12,965.44	12,965.44	0.00	15,034.56	46
3-01-02-520-732	O&M: Worker's Comp Insurance	23,555.10	53,000.00	24,422.02	24,422.02	0.00	28,577.98	46
3-01-02-520-733	O&M: Property	13,821.17	31,000.00	15,516.19	15,516.19	0.00	15,483.81	50
3-01-02-520-735	O&M: Fund Expense (JIF)	2,154.02	10,000.00	2,271.75	2,271.75	0.00	7,728.25	23
3-01-02-520-741	O&M: Uninsured Liabilities	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
3-01-02-520-755	O&M: Service Contracts	0.00	30,000.00	1,665.90	1,665.90	0.00	28,334.10	6
3-01-02-520-764	O&M: Station Utilities	0.00	215,000.00	0.00	0.00	0.00	215,000.00	0
3-01-02-520-765	O&M: Trash Removal	1,060.74	11,000.00	622.84	622.84	0.00	10,377.16	6

PENNSAUKEN SEWERAGE AUTHORITY  
Statement of Revenue and Expenditures

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
3-01-02-520-766	O&M: Oper & Maint Expense	1,452.87	90,000.00	678.72	678.72	0.00	89,321.28	1
3-01-02-520-767	O&M: Safety Expense	104.02	5,000.00	0.00	0.00	0.00	5,000.00	0
3-01-02-520-768	O&M: Landscaping	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0
3-01-02-520-769	O&M: Vehicle & Repair Exp	2,309.18	30,000.00	1,121.00	1,121.00	0.00	28,879.00	4
3-01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0
3-01-02-520-771	O&M: Collection System Exp	791.17	0.00	0.00	0.00	0.00	0.00	0
3-01-02-520-772	O&M: Emergency Repairs	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0
3-01-02-520-773	O&M: Emergency Station Repairs	0.00	90,000.00	0.00	0.00	0.00	90,000.00	0
3-01-02-520-774	O&M: Chemicals	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
3-01-02-520-775	O&M Permits & Licensing	400.00	3,000.00	400.00	400.00	0.00	2,600.00	13
3-01-03-600-001	Bond Debt (Principal)	0.00	45,543.00	0.00	0.00	0.00	45,543.00	0
3-01-03-600-002	Bond Debt (Interest)	0.00	8,925.00	0.00	0.00	0.00	8,925.00	0
	OPERATING FUND Expend Total	388,870.78	3,832,368.00	277,515.62	277,515.62	0.00	3,554,852.38	7

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
3-01	OPERATING FUND	306,410.12	258,882.25	258,882.25	388,870.78	277,515.62	277,515.62	18,633.37-

## Superintendent's Report

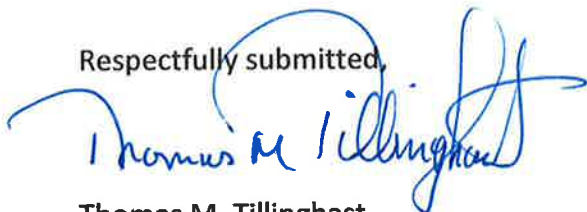
Meeting of February 19, 2013

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

In regular and preventative maintenance we flushed 69,303 feet of line. 3,218 feet was root cut and 14,284 feet was TV'd. We responded to 94 calls for service. The call breakdown is as follows:

Main Line stoppages:	8
Vent stoppages:	36
Station alarms:	16
Miscellaneous services:	34

Respectfully submitted,



Thomas M. Tillinghast  
Superintendent

# REMINGTON & VERNICK ENGINEERS AND AFFILIATES

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CRAIG F. REMINGTON, PLS, PP, Vice President

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Edward J. Walberg, PE, PP, CME  
Thomas F. Beach, PE, CME  
Richard G. Arango, PE, CME

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CORPORATE SECRETARY  
Bradley A. Blubaugh, BA, MPA

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February 12, 2013

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

RE: Monthly Activity Report

Dear Bill:

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

#### 1. ACTION ITEMS :

A contract should be awarded to SAR Automotive Equipment for the amount of \$152,050.00 for Annual Sewer Repairs.

A contract should be awarded to Municipal Maintenance for the amount of \$70,300.00 for Annual Maintenance & Repairs of Electrical & Mechanical Equipment.

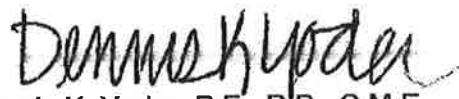
A second contract can be awarded to Longo Electrical-Mechanical in the amount of \$60,800.00 pending bid review by the Authority Legal Counsel.

#### 2. ENGINEERING IN PROGRESS : None

#### 3. CONSTRUCTION IN PROGRESS : None

Very truly yours,

REMINGTON & VERNICK ENGINEERS

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

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February 12, 2013

**VIA Email and Regular Mail**

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

**Re: Activity Report for February 19, 2013 Meeting**

**Dear Mr. Orth:**

The following constitutes T&M's Activity Report for the Pennsauken Sewerage Authority's February 19, 2013 meeting:

**Sulfide Investigation**

Since January of 2011, VAL Associates Laboratory, Inc. has been taking monthly samples at various locations that were identified by T&M and the PSA as having potentially high sulfide levels. T&M met with Thom Tillinghast and Bill Orth on November 17, 2011, to discuss the results of sulfide testing and potential future action. At that meeting, additional testing locations were identified to help pinpoint areas of concern. T&M has received the monthly sulfide test results for and has compiled a table summarizing the data.

On March 20, 2012, T&M met with Thom Tillinghast of the PSA to review the results of the ongoing investigation. Based on the meeting, the PSA began to perform cleaning of the pump stations at King and Mansion, Teitelman Avenue, Kane Avenue, and Baldwin Avenue. Gravity pipes in the area of the King and Mansion pump station will be videoed to identify any areas of blockages or sags in the line that would contribute to stagnation in the lines. The PSA will also begin to perform quarterly flushing of the gravity lines near John Tipton Boulevard. While these maintenance procedures are conducted, the monthly testing will continue. The goal of this activity is to identify the impact of additional system maintenance on the levels of hydrogen sulfide in the PSA system.

T&M discussed the ongoing study with Thomas Tillinghast of the PSA on August 15, 2012. On October 26, 2012 Thom provided T&M with the history of maintenance activities in order for T&M to evaluate the impact these activities have on the test results. T&M has reviewed the monthly test results in conjunction with the schedule of maintenance activities to determine what impact increased maintenance has on the H<sub>2</sub>S levels in the sewer system. T&M will meet with Thomas Tillinghast on February 21, 2013 to review the results of the analysis.



Mr. William F. Orth, Executive Director  
Re: Activity Report for February 19, 2013 Meeting

February 12, 2013  
Page 2

### System Flooding

T&M met with Thom Tillinghast of the PSA on September 14, 2011 to look at areas of sanitary sewer system flooding, primarily the intersection of Magnolia and Florida. System investigation into the causes of the flooding, overflow piping design, sewerage overflow vaults were discussed as possible mitigation measures for the areas experiencing flooding. T&M provided a proposal to the PSA for investigation and engineering on October 3, 2011.

The proposed initial investigation requires access to the pipe system to perform video inspection or smoke testing. This testing is best performed during dry weather periods to reduce the volume of by-pass pumping. T&M has been in contact with Thom Tillinghast regarding scheduling of the testing, however weather has not been cooperative. Once test results are received, T&M will require authorization to proceed with services included in our pending proposal submitted on October 3, 2011.

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

### System Improvements 48<sup>th</sup> Street and Route 130

T&M met with Thomas Tillinghast to discuss proposed system improvements near the intersection of 48<sup>th</sup> Street and Route 130. The improvements would include the installation of a new manhole and the removal of an existing "blind" connect of two existing sanitary pipes and provide the PSA with a new access point for system maintenance. T&M prepared a proposal for professional services including survey of the project area, preparation of plans and specifications, solicitation of construction quotes from contractors, and construction administration. The proposal was submitted to the PSA on May 8, 2012.

The PSA has requested that T&M prepare an estimate of probable construction costs for the project to determine if available funding exists for the project. T&M provided an estimate of the probable construction cost for the project on August 2, 2012.

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

### Frosthoffer Sewer Lining Plans and Specifications

T&M prepared plans and specifications for public bid for the cleaning and lining of approximately 1,468 linear feet of sewer main in the area of the Frosthoffer pump station. The project will be funded through the NJEIT program with funds remaining from the 43<sup>rd</sup> Street Pump Station Rehabilitation Project. T&M submitted the plans and specification to the NJEIT for review and received authorization to bid on November 14, 2012. Bids were received and opened on December 20, 2012, 10:30 AM at the PSA offices. T&M has reviewed the bids and found the bid prepared by the apparent low bidder, Insituform Technologies to be complete and responsive. We have recommended the PSA award the contract base bid and alternates to Insituform Technologies. The NJEIT has provided its authorization to award the contract. It is



Mr. William F. Orth, Executive Director  
Re: Activity Report for February 19, 2013 Meeting

February 12, 2013  
Page 3

our understanding the contract will be awarded at the February 19, 2013 PSA meeting. A pre-construction meeting has been scheduled for February 21, 2013.

Should you have any questions, please contact me.

Very truly yours,

T&M ASSOCIATES

A handwritten signature in black ink, appearing to read 'Edwin J. Steck', written over the printed name.

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

Cc: Jeffrey B. Winegar, P.E.



The Chairman asked the Commissioners for any reports.

- Mr. Lutz – No Report
- Mr. Schofield – No Report
- Mr. Archible – No Report
- Mr. Pennestri – No Report

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

Mr. Luthman had no report.

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

Mr. Orth announced that our newest employee Ed Davila began today. He was hired as of February 18, 2013 to fill the open position on the maintenance side vacated by Marco DiBattista who was promoted last month. Ed previously worked at Public Works for the Township of Pennsauken.

He also presented the following correspondence.

- #1. R&V Re: 2013 Maintenance & Repair of Electrical & Mechanical Equipment .. Dtd. 1/30/13.
- #2. R&V Re: 2013 Annual Sewer System Repairs ..... Dtd. 1/31/13.
- #3. State of NJ: Authorization to Award Rehabilitation of Existing 15” ..... Dtd. 1/31/13.  
Sanitary Sewer
- #4. T&M Re: Recommendation to Award Contract for Rehabilitation of ..... Dtd. 1/08/13.  
Existing 15-inch Sanitary Sewer to Insituform Technologies, LLC

Mr. Orth stated that there were no matters of personnel or litigation for closed session. Mr. Schofield moved to adjourn, seconded by Mr. Archible. All present consented by saying aye.

Respectfully submitted,



Bill Orth, Secretary

**DIRECTOR OF OPERATIONS  
CORPORATE SECRETARY**  
Bradley A. Blubaugh, BA, MPA

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January 30, 2013

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

Re: **Pennsauken Sewerage Authority  
2013 Annual Contract -Contract No. 13-01  
Maintenance & Repair of Electrical & Mechanical Equipment  
Our File No. 0427M026**

Dear Mr. Orth:

We have tabulated the bids received on January 29, 2013 with reference to the above-captioned project. A copy of the tabulation is enclosed for your review.

Falasca Mechanical submitted a verbal protest that the apparent low bidder, Longo Electrical-Mechanical, did not include a licensed master plumber as part of their bid proposal. The specifications require the Contractor to have all of the necessary licenses to perform the work required by the contract. Most work on pump stations can be performed without the service of a licensed plumber. There are limited occasions where this service is required.

The contract documents also require response within 20-minutes for emergencies, providing by-pass pumping when required. The location of Longo's facilities in Wharton, New Jersey makes it impossible for compliance.

Therefore, Municipal Maintenance Co. appears to be the lowest responsible bidder that can meet all requirements promulgated in the contract documents. Please review and advise if contracts should be awarded to both Longo Electrical-Mechanical for an amount of \$60,800.00 and Municipal Maintenance Co., for an amount of \$70,300.00 or only to Municipal Maintenance Co.

The contract documents do allow for multiply contractors. It is important to have the maintenance and repair services readily available to respond to equipment failures, to mitigate or prevent sewer system overflows effecting public well being and the environment.

I:\water\spacs-2011\m0427m026 psa 2013 annual contract\contract no. 13-01 annual maintenance & repairs\boiler\award ltr. to orth for mun. maint 1-30-2013.doc

Page 2

January 30, 2013

PSA – Contract 13-01

Annual Maintenance & Repair  
of Electrical & Mechanical Equipment

Please consult with the Authority's legal counsel and award contracts accordingly.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

REMINGTON & VERNICK ENGINEERS

By

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

DKY/gar  
enclosure

cc: David A. Luthman, Esq.  
Thom Tillinghaust, PSA

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

**PROJECT NAME:** PSA 2013 Annual Maintenance & Repair of Electrical and Mechanical Equipment  
**PROJECT NUMBER:** Q427M026

**CLIENT:** Pennsauken Sewerage Authority (Contract 13-01)

#	DESCRIPTION	QUANTITY & UNITS	Longo Electrical-Mechanical		Municipal Maintenance Co.		Falasca Mechanical	
			UNITS PRICE	TOTAL	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL
1	Work at Owner's Site: One (1) mechanic, with tools and vehicle, straight time	80 HRS	\$80.00	\$6,400.00	\$85.00	\$6,800.00	\$114.86	\$9,188.80
2	Work at Owner's Site: One (1) mechanic, with tools and vehicle, overtime	60 HRS	\$80.00	\$4,800.00	\$85.00	\$5,100.00	\$222.76	\$13,365.60
3	Work at Owner's Site: One (1) mechanic's helper, straight time	80 HRS	\$70.00	\$5,600.00	\$75.00	\$6,000.00	\$77.28	\$6,182.40
4	Work at Owner's Site: One (1) mechanic's helper, overtime	60 HRS	\$70.00	\$4,200.00	\$75.00	\$4,500.00	\$150.29	\$9,017.40
5	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, straight time	120 HRS	\$90.00	\$10,800.00	\$100.00	\$12,000.00	\$131.63	\$15,795.60
6	Work at Owner's Site: One (1) electrician (journeyman), with tools and vehicle, overtime	100 HRS	\$90.00	\$9,000.00	\$100.00	\$10,000.00	\$211.75	\$21,175.00
7	Work at Owner's Site: One (1) electrician's helper (apprentice), straight time	120 HRS	\$40.00	\$4,800.00	\$45.00	\$5,400.00	\$77.64	\$9,316.80
8	Work at Owner's Site: One (1) electrician's helper (apprentice), overtime	100 HRS	\$40.00	\$4,000.00	\$45.00	\$4,500.00	\$108.21	\$10,821.00
9	Work at Contractor's Shop: One (1) mechanic, with tools	80 HRS	\$45.00	\$3,600.00	\$50.00	\$4,000.00	\$114.86	\$9,188.80
10	Work at Contractor's Shop: One (1) mechanic's helper	80 HRS	\$25.00	\$2,000.00	\$45.00	\$3,600.00	\$77.28	\$6,182.40

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

**PROJECT NAME:**  
 PSA 2013 Annual Maintenance & Repair of Electrical and Mechanical Equipment  
**PROJECT NUMBER:**

0427M026  
**CLIENT:**  
 Pennsauken Sewerage Authority (Contract 13-01)

UNITS	PRICE	TOTAL
	\$132.28	\$10,582.40
	\$72.14	\$5,771.20
		\$126,587.40

UNITS	PRICE	TOTAL
	\$60.00	\$4,800.00
	\$45.00	\$3,600.00
		\$70,300.00

UNITS	PRICE	TOTAL
	\$45.00	\$3,600.00
	\$25.00	\$2,000.00
		\$60,800.00

#	DESCRIPTION	QUANTITY & UNITS
11	Work at Contractor's Shop: One (1) electrician (journeyman), with tools	80 HRS
12	Work at Contractor's Shop: One (1) electrician's helper (apprentice)	80 HRS
<b>TOTAL CONSTRUCTION COST</b>		

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& Arango Engineers**  
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Lincoln Building, Suite 600  
101 Route 130  
Cinnaminson, NJ 08077  
(856) 303-1245  
(856) 303-1249 (fax)

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

January 31, 2013

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


**Re: Pennsauken Sewerage Authority  
2013 Annual Sewer System Repairs  
Contract No. 13-02  
Our File No. 0427M026**

Dear Mr. Orth:

We have tabulated the bids received on January 29, 2013, with reference to the above-captioned project and find the low bidder to be SAR Automotive Equipment, 111 Gloucester Pike, Barrington, NJ 08007, in the amount of \$152,050.00, representing Bid, Items 1 through 13. A copy of the tabulation is enclosed for your review.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq, the contract should be awarded to the lowest responsible bidder, which appears to be SAR Automotive Equipment. The award should be contingent upon approval of your solicitor and monies being available.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS**

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

DKY:gar  
enclosures

cc: David Luthman, Esq.  
Thom Tillinghast, PSA

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

**PROJECT NAME:**  
Pennsauken Sewerage Authority 2013 Annual Sewer System Repairs  
**PROJECT NUMBER:**  
0427M026  
**CLIENT:**  
Pennsauken Sewerage Authority (Contract 13-02)

#	DESCRIPTION	QUANTITY & UNITS	SAR AUTOMOTIVE EQUIP. 111 GLOUCESTER PIKE BARRINGTON, NJ 08007 856-547-8700 (BB, CS, SS, etc.)		NERI'S CONSTRUCTION 849 CLAYTON ROAD WILLIAMSTOWN, NJ 08094 856-629-2408 (BB, CS, SS, etc.)		T&W CONSTRUCTION CO., LLC 3345 DELSEA DRIVE FRANKLINVILLE, NJ 08332 856-694-1327 (BB, CS, SS, etc.)	
			UNITS PRICE	TOTAL	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL
1	Supervision, emergency rate (foremen and superintendents)	300 HR	\$100.00	\$30,000.00	\$90.00	\$27,000.00	\$218.95	\$65,685.00
2	Laborer, emergency rate	600 HR	\$85.00	\$51,000.00	\$95.00	\$57,000.00	\$210.65	\$126,990.00
3	Operator, emergency rate	240 HR	\$95.00	\$22,800.00	\$112.00	\$26,880.00	\$158.70	\$38,088.00
4	Trenching machine (backhoe)	120 HR	\$75.00	\$9,000.00	\$80.00	\$7,200.00	\$30.45	\$3,654.00
5	Excavator	40 HR	\$100.00	\$4,000.00	\$140.00	\$5,600.00	\$210.60	\$8,424.00
6	Dump truck	200 HR	\$75.00	\$15,000.00	\$90.00	\$18,000.00	\$149.75	\$29,950.00
7	Utility truck	250 HR	\$15.00	\$3,750.00	\$100.00	\$25,000.00	\$99.65	\$9,912.50
8	Compressor	200 HR	\$15.00	\$3,000.00	\$15.00	\$3,000.00	\$17.00	\$3,400.00
9	Cold patch, grade B, 6" thick, complete in place	100 SY	\$45.00	\$4,500.00	\$38.00	\$3,800.00	\$39.00	\$3,900.00
10	Select backfill, complete in place	50 CY	\$20.00	\$1,000.00	\$10.00	\$500.00	\$38.35	\$1,917.50
11	Trench stabilization material and stone for trench dewatering, complete in place	100 CY	\$40.00	\$4,000.00	\$40.00	\$4,000.00	\$77.80	\$7,780.00
12	Dewatering system, complete	40 HR	\$50.00	\$2,000.00	\$205.00	\$8,200.00	\$32.20	\$1,288.00
13	Initial backfill material, complete in place	100 CY	\$20.00	\$2,000.00	\$8.00	\$800.00	\$6.10	\$610.00
<b>TOTAL CONSTRUCTION COST</b>				<b>\$152,050.00</b>	<b>\$186,980.00</b>	<b>\$300,999.00</b>		

**MEMORANDUM**

**TO:** DENNIS YODER  
**FROM:** Gail A. Rodgers  
**RE:** Pennsauken Sewerage Authority (Contract 13-02)

0427M026

**DATE:**

I have reviewed the bids submitted for the above-referenced project and have found no apparent errors and/or omissions. A copy of the bid tabulation has been attached for your review.

The list of successful bidders is as follows:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
SAR AUTOMOTIVE EQUIP.	\$152,050.00
NERI'S CONSTRUCTION	\$186,980.00
T&W CONSTRUCTION CO., LLC	\$300,999.00





State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION

MAIL CODE 401-03D

DIVISION OF WATER QUALITY

BUREAU OF CONSTRUCTION AND CONNECTION PERMITS

401 EAST STATE STREET

Trenton, NJ 08625-0420

TEL: # (609) 633-1180

FAX # (609) 292-1381

[www.state.nj.us/dep/dwg](http://www.state.nj.us/dep/dwg)

CHRIS CHRSTIE  
Governor

KIM GUADAGNO  
Lt. Governor

BOB MARTIN  
Commissioner

JAN 31 2013

William, Orth, Executive Director  
Pennsauken Sewerage Authority  
1250 John Tipton Boulevard  
Pennsauken, New Jersey 08110

Dear Mr Orth:

**Subject: New Jersey Environmental Infrastructure Financing Program  
Project No. S340349-05  
Pennsauken Sewerage Authority  
Rehabilitation of existing 15-inch Sanitary Sewer  
Authorization to Award (Contract 2 of 2)**

We have received T&M Associates' post bid submittal dated January 16, 2013 which provided bid documentation relative to the award of the referenced contract.

Based upon our review of all of the bid documentation provided, we have determined in accordance with N.J.A.C. 7:22-3.29(c) and 7:22-4.29 that the Pennsauken Sewerage Authority is authorized to award, provided there are no outstanding bid protests, the contract as follows:

**Pennsauken Sewerage Authority Rehabilitation of existing 15-inch Sanitary Sewer to Insituform Technologies, LLC for their total low bid price of \$86,223.00 all of which is allowable for funding.**

After the contract has been signed, we will require a certified copy for our files. Forward only the contract pages, which show the contract amount, the date and the signatures of both parties, exclusive of the accompanying specifications. Certification that the appropriate bonds and all insurances as required by the contract have been purchased must be provided to this office prior to the issuance of the notice to proceed with the work. **Please note that in accordance with N.J.A.C. 7:22-3.17 (a) 19 and 7:22-4.17 (a) 19, evidence must be provided which verifies that the Authority (loan recipient) has included the State and its agencies, employees and officers as additional "named insureds" on any certificate of liability insurance of the contractor.**

In addition, we require you to submit a letter for our files within five (5) days of the award showing the following for each contract:

- a. Loanee name, project and contract number, and site location of the contract.
- b. Name, address, telephone number, and employee ID number (tax number) of the contractor who is awarded the contract.
- c. The date and the amount of contract award.
- d. Estimated date as to when the contract period will commence and conclude.
- e. Estimated date for initiation of operation (as defined in NJAC 7:22-3.4 & 7:22-4.4) of the contract.
- f. Estimated date as to when the final inspection will be conducted. Please note that a final inspection is required once all construction and restoration is completed to the satisfaction of the loanee and engineer.

**Lastly, before construction begins a pre-construction meeting must be held. Please note that the Department is required to participate in this meeting in accordance with the enclosed form.**

Should you have any questions or comments regarding this matter, please contact Mr. Edwin Kispert, Project Manager, Construction Management Section at (609) 633-1180.

Very truly yours,



William P. Machotka, P.E., Chief  
Construction Management Section  
Bureau of Construction and Connection Permits

Enclosure: Preconstruction Conference Form G-2-E

WPM: EK

c: Eugene J. Chebra, P.E., Acting Assistant Director, MFC, NJDEP  
David E. Zimmer, Executive Director, NJEIT  
A. Maxwell Peters, P.E., T&M  
Steve Betz, BEER, NJDEP  
Scott Shymon, PPDAS, NJDEP  
Lydia Harper, EOCAGE, DEP  
Kevin Power, PPDAS, NJDEP  
Philip Bowe, BEER, NJDEP  
Mary Pearsall, NJEIT  
Deborah Mikolite, McCarter & English  
Adam Wendell, McCarter & English

PRECONSTRUCTION CONFERENCE FORM G-2-E

Project Sponsor: Pennsauken Sewerage Authority  
Contract: Rehabilitation of existing 15-inch Sanitary Sewer

PRECONSTRUCTION CONFERENCE

In accordance with the N.J.A.C. 7:22-3.29, 7:22-4.29 and 7:22-10.12, it is required that a Preconstruction Conference be held prior to the start of construction. The loanee, the engineer, construction inspector and environmental inspector representing the loanee, the contractor and inspectors from this office. The following items as a minimum should be considered with regards to the preconstruction conference.

1. Call the N.J. Department of Environmental Protection, Bureau of Construction and Permitting Construction Control Section to establish a date.
2. Invite the above listed attendees to the conference. Also, if applicable, we ask that you invite a representative from the Camden County Soil Conservation District to the meeting.
3. Schedule the preconstruction conference in two segments --
  - a. A quick tour of the construction site.(recommended to take place before the meeting)
  - b. A meeting immediately after the site tour to discuss the procedures to be followed to comply with the construction and environmental requirements of the contract documents and applicable regulations.
4. Call the Equal Employment Opportunities Office (EEO) of the Department of Labor to determine if an EEO Conference is necessary.

Please realize that this conference will be limited to items primarily concerned with the Federal and State requirements of loan assisted projects. Therefore, it is not necessary to have representatives of the police, fire department, utilities, etc. at the conference.

Should you have any questions or comments regarding this matter, please contact Mr. Edwin Kispert, Project Manager, Construction Management Section at (609) 633-1180.

*Correspondence #4*

1256 North Church Street, Moorestown, New Jersey 08057-1129  
(856) 722-6700 \* fax (856) 722-0175 \* www.tandmassociates.com



January 8, 2013

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

**RE: Rehabilitation of existing 15-inch Sanitary Sewer  
Recommendation to Award Contract**

Dear Bill:

On Thursday December 20, 2012, two (2) bids were received and opened for the above referenced project. A summary of the bids is attached.

The apparent low bidder is Insituform Technologies, LLC with a bid base bid amount of \$40,628.00. Bid alternates number one and two are \$17,245.00 and \$28,350.00 respectively for a total amount bid of \$86,223.00. The bid was accompanied with a bid bond and consent of surety for 10% of the bid amount, not to exceed \$20,000. The bond and consent and surety were issued by Travelers Casualty and Surety Company of America, an approved Surety by NJ Department of Banking & Insurance.

We have reviewed the Bid Proposal packet submitted by Insituform Technologies, LLC. and found it to be complete and responsive. Insituform Technologies, LLC has successfully performed projects of a similar size and scope. It is our opinion that they are qualified to complete this project.

We recommend that the contract be awarded to Insituform Technologies, LLC the lowest responsive bidder, in the amount of \$86,223, subject to the review of the Authority Solicitor, the availability of funds, and the approval of the NJDEP and NJEIT.

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

Very truly yours,

T&M ASSOCIATES

A handwritten signature in black ink, appearing to read 'Edwin J. Steck'. The signature is fluid and cursive, written over the printed name and title.

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

CC: Thom Tillinghast, PSA (via email)

N:\PNSA\00080\Correspondence\Bill Orth Recommend Ltr 01-08-12.docx

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