

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

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

Mr. Gregory Schofield
Mr. Timothy Ellis
Mr. James Pennestri

Also present were:

Mr. Bill Orth, Executive Director
Mr. Marco DiBattista, Treasurer
Mr. Thomas M. Tillinghast, Superintendent
Mr. David Luthman, Solicitor

Absent were:

Mr. Oren Lutz
Mr. Dennis Archible

The Vice-Chairman opened the meeting to the public. As there was no one from the public present, a motion was made by Mr. Ellis, seconded by Mr. Pennestri and carried to close the public portion. All Commissioners present signified their approval by saying aye.

The minutes of the meeting February 20, 2018 were presented for approval.

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

The Vice-Chairman stated the amount of bills to be paid tonight is\$274,788.69

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

See Bill List Attached

MARCH 20, 2018

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$274,788.69

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 02/21/18 to 03/20/18
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				
940	02/27/18	PAYROLL ACCOUNT	75,410.97	02/28/18 2098
941	03/06/18	PAYROLL ACCOUNT	34,024.94	2100
942	03/15/18	PAYROLL ACCOUNT	33,786.35	2102
943	03/20/18	PAYROLL ACCOUNT	32,110.05	2105
Checking Account Totals				
		<u>Paid</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	4	175,332.31	0.00
	Direct deposit:	0	0.00	0.00
	Total:	4	175,332.31	0.00
OPERATING OPERATING ACCOUNT				
27904	03/20/18	40145002 ULISES RODRIGUEZ	47.41	2107
27905	03/20/18	ABCON AB-CON EXTERMINATING INC.	210.00	2107
27906	03/20/18	ALLRISK ALL RISK PROPERTY DAMAGE EXPRT	9,061.89	2107
27907	03/20/18	BARTUK BARTUK HOSE & HYDRAULICS	109.26	2107
27908	03/20/18	BURLTIME BURLINGTON COUNTY TIMES	84.86	2107
27909	03/20/18	CANON CANON SOLUTIONS AMERICA, INC.	233.43	2107
27910	03/20/18	CARQUEST CARQUEST AUTO PARTS	54.66	2107
27911	03/20/18	CCMUA CAMDEN COUNTY MUA	88.00	2107
27912	03/20/18	CDW CDW GOVERNMENT LLC	1,798.43	2107
27913	03/20/18	CINTAS CINTAS FIRST AID & SAFETY	95.21	2107
27914	03/20/18	COMCAST COMCAST	273.28	2107
27915	03/20/18	CUMMINGS JAMES J. CUMMINGS, JR.	46.10	2107
27916	03/20/18	DELTA DELTA DENTAL OF NJ, INC.	4,219.54	2107
27917	03/20/18	GRAINGER GRAINGER	791.51	2107
27918	03/20/18	HOLMAN HOLMAN FORD LINCOLN MERCURY	42.66	2107
27919	03/20/18	INGRAM WILLIAM INGRAM	46.10	2107
27920	03/20/18	JKRAMER JOSEPH KRAMER	46.10	2107
27921	03/20/18	LOUGHERY BERNADETTE A LOUGHERY	46.10	2107
27922	03/20/18	LUTHMAN DAVID A. LUTHMAN	1,516.67	2107
27923	03/20/18	MACANANY PATRICIA MACANANY	308.05	2107
27924	03/20/18	MM Municipal Maintenance Co. Inc.	23,591.16	2107
27925	03/20/18	MONARCH MONARCH LIFE INSURANCE COMPANY	499.29	2107
27926	03/20/18	MORTON MORTON PAINT CENTER	17.00	2107
27927	03/20/18	MPWC MPWC	1,500.00	2107
27928	03/20/18	NJAMERWA NEW JERSEY AMERICAN WTR CO INC	121.90	2107
27929	03/20/18	NJAW NEW JERSEY AMERICAN WATER CO	56.00	2107
27930	03/20/18	NJAWSTA NEW JERSEY AMERICAN WATER	99.33	2107
27931	03/20/18	OCC ONE CALL CONCEPTS, INC.	212.50	2107
27932	03/20/18	ORTH WILLIAM ORTH	159.34	2107
27933	03/20/18	PDOYLE PATRICK J. DOYLE	46.10	2107
27934	03/20/18	PHILA. BUSINESS FORMS INC.	1,129.74	2107
27935	03/20/18	PRINT PRINT AND MAIL COMMUNICATIONS	1,880.08	2107
27936	03/20/18	PSEG PUBLIC SERVICE ELEC & GAS CO.	12,542.27	2107
27937	03/20/18	R ORTH ORTH, REGINA	46.10	2107
27938	03/20/18	REDWING RED WING SHOES	579.22	2107
27939	03/20/18	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	188.38	2107
27940	03/20/18	RINGRAM RICHARD INGRAM	46.10	2107
27941	03/20/18	SCHWER SCHWERING HARDWARE, INC.	391.93	2107
27942	03/20/18	SJENERGY SOUTH JERSEY ENERGY COMPANY	1,109.57	2107

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING ACCOUNT					
27943	03/20/18	STEWART STEWART BUSINESS SYSTEMS	67.64		2107
27944	03/20/18	SUBURBAN SUBURBAN WINDOW CLEANING, LLC	80.00		2107
27945	03/20/18	SYSTEM4 SYSTEM 4	790.00		2107
27946	03/20/18	TM T & M ASSOCIATES	10,993.08		2107
27947	03/20/18	TWPPENN TOWNSHIP OF PENNSAUKEN	19,841.35		2107
27948	03/20/18	UNUM UNUM LIFE INSUR CO OF AMERICA	1,296.82		2107
27949	03/20/18	VALLETT RICHARD B. VALLETT, JR.	312.50		2107
27950	03/20/18	VERIZOFF VERIZON	1,205.06		2107
27951	03/20/18	VERIZON VERIZON WIRELESS	273.67		2107
27952	03/20/18	WBWASON W.B. MASON CO., INC.	1,108.43		2107
27953	03/20/18	WESTMONT WESTMONT HARDWARE, INC.	88.86		2107
27954	03/20/18	WHARTON WHARTON HARDWARE & SPLY CORP	63.70		2107
OPERATING ACCOUNT Continued					
Checking Account Totals			Amount Paid	Amount Void	
Checks:			99,456.38	0.00	
Direct Deposit:			0.00	0.00	
Total:			99,456.38	0.00	
Report Totals					
Checks:			Amount Paid	Amount Void	
Direct Deposit:			274,788.69	0.00	
Total:			274,788.69	0.00	

Utility Bill Adjustment #'s 2911, 2916 and 2917 and Utility Balance Adjustment #'s 14836, 14841, 14855, 14857, 14911, 14918 and 14921 were presented.

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

See Journals Attached

The Vice-Chairman moved to Old Business.

A. Resolution No. 18-18 Authorizing Disposal of Assets

A motion was made by Mr. Pinnestri to approve the disposal of assets. Mr. Ellis seconded it. On roll call all Commissioners present voted yes.

See Resolution 18-18

The Vice-Chairman moved to New Business.

A. Resolution 18-19 Authorizing Change Order No. 1 Regarding the 2017 Annual Maintenance and Repair of Electrical and Mechanical Systems, Contract 17-03.

A motion was made by Mr. Pennestri to approve this Change Order. Mr. Ellis seconded it. On roll call all Commissioners present voted yes.

See Resolution 18-19

B. Resolution 18-20 Authorizing a Budget Transfer for F/Y 2017.

A motion was made by Mr. Pennestri to approve this Budget Transfer. Mr. Ellis seconded it. On roll call all Commissioners present voted yes.

See Resolution 18-20

C. Resolution 18-21 – Authorizing the Purchase of a Truck Mounted High Pressure Sewer Jet and a Closed Circuit TV Sewer Inspection Truck.

A motion was made by Mr. Pennestri to approve the Resolution. Mr. Ellis seconded the motion. On roll call all Commissioners present voted yes.

See Resolution 18-21

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

See Treasurer's Report

Batch: CINDY Updated Billings: 2 Flat: 608.92- Exc: 0.00 Ref Num: 2911
 Updated Deductions: 0 Flat: 0.00 Exc: 0.00
 Total Entries: 2 Flat: 608.92- Exc: 0.00 Total Updated: 608.92-

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90281044-0	Sewer	SON	B	16	2	75.00-	0.00	75.00-	REMOVE S/O FEE	N		03/15/18	1
GIANGRASSO, GIROLAMO													
90281044-0	Sewer	S31	B	16	3	533.92-	0.00	533.92-	CORRECT BILL AMT	N		03/15/18	2
GIANGRASSO, GIROLAMO													

Batch: CINDY Updated Billings: 6 Flat: 77.25- Exc: 0.00 Ref Num: 2916
 Updated Deductions: 0 Flat: 0.00 Exc: 0.00
 Total Entries: 6 Flat: 77.25- Exc: 0.00 Total Updated: 77.25-

March 20, 2018 PENNSAUKEN SEWERAGE AUTHORITY Page No: 1
 12:37 PM Utility Bill Adjustment Entry Verification Listing for Batch: CINDY

Batch Id: CINDY

Account Id	Name	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
40980001-0	HUBLER, DOROTHY H	Sewer	S10	B	18	2	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N	N	03/20/18	1
40980001-0	HUBLER, DOROTHY H	Sewer	S11	B	18	2	25.75	0.00	25.75	CHG TO S11, SR RATE	N	N	03/20/18	2
40980001-0	HUBLER, DOROTHY H	Sewer	S10	B	18	3	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N	N	03/20/18	3
40980001-0	HUBLER, DOROTHY H	Sewer	S11	B	18	3	25.75	0.00	25.75	CHG TO S11, SR RATE	N	N	03/20/18	4
40980001-0	HUBLER, DOROTHY H	Sewer	S10	B	18	4	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N	N	03/20/18	5
40980001-0	HUBLER, DOROTHY H	Sewer	S11	B	18	4	25.75	0.00	25.75	CHG TO S11, SR RATE	N	N	03/20/18	6

Batch: CINDY Updated Billings: 6 Flat: 77.25- Exc: 0.00 Ref Num: 2917
 Updated Deductions: 0 Flat: 0.00 Exc: 0.00
 Total Entries: 6 Flat: 77.25- Exc: 0.00 Total updated: 77.25-

Batch Id: CINDY

Account Id	Service Name	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate Flag	Date	Seq
40998001-0	Sewer EKONOMOU, IRENE	S10	B	18	2	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N	03/20/18	1
40998001-0	Sewer EKONOMOU, IRENE	S11	B	18	2	25.75	0.00	25.75	CHG TO S11 SR RATE	N	03/20/18	2
40998001-0	Sewer EKONOMOU, IRENE	S10	B	18	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N	03/20/18	3
40998001-0	Sewer EKONOMOU, IRENE	S11	B	18	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N	03/20/18	4
40998001-0	Sewer EKONOMOU, IRENE	S10	B	18	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N	03/20/18	5
40998001-0	Sewer EKONOMOU, IRENE	S11	B	18	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N	03/20/18	6

Batch: CINDY Updated Payments: 4 Updated Payment Amt: 206.00- Updated Penalty: 0.00 Ref Num: 14836
Updated Revenue: 1 Updated Revenue Amt: 206.00- Updated Total: 206.00-
Updated Revenue Amt: 206.00-

February 26, 2018
12:24 PM

PENNSAUKEN SEWERAGE AUTHORITY
Payment/Reversal Batch Verification Listing for Batch: CINDY

Batch Id: CINDY Batch Type: Payment/Reversal Batch Date: 02/23/18 Sort By: Sequence

Type	Id	Name/Comment	Subseq Adj Code	Subseq Cert Num	Yr/Prd Code	Principal	Penalty	Total	Mthd	Chk Id
Sewer	10254000-0	BAEZ, LUIS		705, 40.	18 4 001R	51.50-	0.00	51.50-	CK	173
Original	Payment Date:	02/21/18	Payment Reference:	14821 129						
Sewer	Original	Payment Date:	02/21/18	Payment Reference:	14821 128	51.50-	0.00	51.50-	CK	173
Original	Payment Date:	02/21/18	Payment Reference:	14821 127						
Sewer	Original	Payment Date:	02/21/18	Payment Reference:	14821 126	51.50-	0.00	51.50-	CK	173
Original	Payment Date:	02/21/18	Payment Reference:	14821 126						

Account 10254000-0 Total: 206.00-

Batch: CINDY	Updated Payments:	2	Updated Payment Amt:	103.00-	Updated Penalty:	0.00	Ref Num:	14855
	Updated Revenue:	1	Updated Total:	103.00-				
			Updated Revenue Amt:	103.00-				

March 1, 2018
11:10 AM

PENNSAUKEN SEWERAGE AUTHORITY
Payment/Reversal Batch Verification Listing for Batch: CINDY

Batch Id: CINDY	Batch Type: Payment/Reversal	Batch Date: 02/27/18	Sort BY: Sequence
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Type	Id	Name/Comment	Subseq Cert Num	Yr/Prd Code	Principal	Penalty	Total Mthd Chk Id
Sewer	11159000-0	D'ANASTASIO, MARY	604.	18	2 001R	51.50-	51.50-CK 319
Original Payment		Date: 02/22/18	Payment Reference: 14826	91			
Sewer	Original Payment	Date: 02/22/18	Payment Reference: 14826	90	18	1 001R	51.50-CK 319
						Account 11159000-0 Total:	103.00-

Batch: CINDY	Updated Payments: 1	Updated Payment Amt: 51.50-	Updated Penalty: 0.00	Ref Num: 14857
		Updated Total: 51.50-		
	Updated Revenue: 1	Updated Revenue Amt: 51.50-		

March 1, 2018
11:43 AM

PENNSAUKEN SEWERAGE AUTHORITY
Payment/Reversal Batch Verification Listing for Batch: CINDY

Batch Id: CINDY Batch Type: Payment/Reversal Batch Date: 02/12/18 Sort By: Sequence

Type	Id	Name/Comment	Subseq	Cert Num	Yr/Prd Code	Principal	Penalty	Total	Mthd	Chk Id
Sewer	50012533-0	BROCK, JAMES	3303.	18.	17 4 001R	51.50-	0.00	51.50-	CK	3720750737
Original		Payment Date: 02/05/18			Payment Reference: 14775 4					

Batch: CINDY Updated Entries: 6 Updated Principal: 0.00 Updated Penalty: 43.90- Ref Num: 14911

March 15, 2018
11:19 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Description	Date	Seq
Name		Transaction Type								
90281044-0	Sewer	105	16	3	0.00	16.95-	16.95-	REMOVE PENALTY	03/15/18	1
GIANGRASSO, GIROLAMO		Balance Adjustment								
90281044-0	Sewer	105	16	4	0.00	10.01-	10.01-	REMOVE PENALTY	03/15/18	2
GIANGRASSO, GIROLAMO		Balance Adjustment								
90281044-0	Sewer	105	17	1	0.00	7.70-	7.70-	REMOVE PENALTY	03/15/18	3
GIANGRASSO, GIROLAMO		Balance Adjustment								
90281044-0	Sewer	105	17	2	0.00	5.39-	5.39-	REMOVE PENALTY	03/15/18	4
GIANGRASSO, GIROLAMO		Balance Adjustment								
90281044-0	Sewer	105	17	3	0.00	3.08-	3.08-	REMOVE PENALTY	03/15/18	5
GIANGRASSO, GIROLAMO		Balance Adjustment								
90281044-0	Sewer	105	17	4	0.00	0.77-	0.77-	REMOVE PENALTY	03/15/18	6
GIANGRASSO, GIROLAMO		Balance Adjustment								

Batch: CINDY Updated Payments: 1 Updated Payment Amt: 51.50- Updated Penalty: 0.00 Ref Num: 14918
 Updated Total: 51.50-
Updated Revenue: 1 Updated Revenue Amt: 51.50-

March 16, 2018
10:10 AM

PENNSAUKEN SEWERAGE AUTHORITY
Payment/Reversal Batch Verification Listing for Batch: CINDY

Batch Id: CINDY	Batch Type: Payment/Reversal	Batch Date: 03/16/18	Sort By: Sequence			
Type	Id	Name/Comment	Yr/Prd Code	Principal	Penalty	Total Mthd Chk Id
Outside Buyer	Subseq	Adj Code	Subseq Cert Num	Install	Int	
Sewer	1134800-0	DEBAS, HUGO	502.	14.		
Original Payment Date:	03/09/18	Payment Reference:	14892	10	51.50-	51.50-CK 3723828419

Batch: CINDY	Updated Payments:	1	Updated Payment Amt:	51.50-	Updated Penalty:	0.77-	Ref Num:	14921
	Updated Revenue:	2	Updated Total:	52.27-				
			Updated Revenue Amt:	52.27-				

March 16, 2018
11:48 AM

PENNSAUKEN SEWERAGE AUTHORITY
Payment/Reversal Batch Verification Listing for Batch: CINDY

Batch Id: CINDY Batch Type: Payment/Reversal Batch Date: 03/15/18 Sort By: Sequence

Type	Id	Name/Comment	Subseq	Cert Num	Yr/Prd Code	Principal	Penalty	Total	Mthd	Chk	Id
Sewer	50024028-0	GOEBEL, SARAH	3801.	6.	17 4 001R	51.50-	0.77-	52.27-	CK	3723161608	
Original		Payment Date: 03/02/18			Payment Reference: 14862 27						

**RESOLUTION OF THE PENNSAUKEN SEWERAGE
AUTHORITY AUTHORIZING THE DISPOSAL OF THE
FOLLOWING ASSETS**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on March 20, 2018; and

WHEREAS, Pennsauken Sewerage Authority has established a fixed asset account in the computer system; and

WHEREAS, some assets were in need of replacement or disposal; and

WHEREAS, these assets must be deleted from the fixed asset account,

NOW, THEREFORE, BE IT RESOLVED that upon approval of the Board the following items will hereby be removed and/or disposed of from the fixed asset account:

ASSET #	DESCRIPTION	DISPOSAL
00051	Leatherette Couch (3 seater) (Foreman)	Disposed
00134	Oak Desk (Superintendent)	Disposed
00136	2-Drawer Lateral File - Mahogany (Executive Director)	Disposed
000149	2-Drawer File Cabinet (Secretary)	Disposed
00159	Gray Desk - Treasurer's Office	Disposed
00172	Foot Operated Lift with Forks (Garage)	Disposed
00185	Locatable Gator Cam Kit - 4 (Garage)	Disposed
00187	Gray Global Desk (Billing)	Disposed
00188	Gray Table Counters - 2 piece (Collections)	Disposed
00192	1997 Ford Pickup F-150	Sold 1FTDF1720YND46492
00209	Mahogany Credenza (Executive Director)	Disposed
00210	Global Magazine Bookcase (Executive Director)	Disposed
00211	Global Lateral file (Executive Director)	Disposed
00217	Global Desk/Credenza (AP)	Disposed
00218	Global Desk/Credenza (AR)	Disposed
00236	1999 Mercury Mountaineer	Sold 4MZZU55P9XUJ00819
00281	2000 Mercury Mountaineer	Sold 4MZZU86P5YUJ17439
00301	2001 Mercury Mountaineer	Sold 4MZZU86P61UJ01837
00304	Gray Desk with Credenza (Secretary)	Disposed
00315	Computer Credenza (Superintendent)	Disposed
00317	Wardrobe with Storage (Superintendent)	Disposed
00321	Bookcase/Med-Oak (Maintenance Supervisor)	Disposed
00335	2002 Mercury Mountaineer	Sold 4MZZU86E22ZJ07699
00336	Oak Finish Desk (Foreman)	Disposed
00337	Oak Finish File Cabinet (Foreman)	Disposed
00338	Oak Finish Wardrobe (Maintenance Supervisor)	Disposed

00339	Oak Finish Bookshelf (Foreman)	Disposed
00341	Desk Organizer (Secretary)	Disposed
00363	Premier Letter Opener (Machine Room)	Disposed
00368	Oak Credenza (Maintenance Supervisor)	Disposed
00369	Oak Lateral File (Maintenance Supervisor)	Disposed
00372	Mobil Utility Cabinet (Office)	Disposed
00379	3 Drawer Lateral File (AP)	Disposed
00405	Polaroid P-501 Digital ID Sys	Disposed
00412	Dell Computer System (Executive Director)	Disposed
00420	Gray Frame Panel (Collections)	Disposed
00422	Desk (AP)	Disposed
00427	High Back Swivel/Tilt Chair (Superintendent)	Disposed
00474	Workstation (Supervisor)	Disposed



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Absent
Mr. Schofield – Yes
Mr. Archible – Absent
Mr. Ellis – Yes
Mr. Pennestri – Yes

ADOPTED: March 20, 2018

**A RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY (“PSA”)
AUTHORIZING CHANGE ORDER NO. 1 REGARDING THE
2017 ANNUAL MAINTENANCE AND REPAIR OF ELECTRICAL
AND MECHANICAL SYSTEMS CONTRACT NO. 17-03**

WHEREAS, PSA adopted a Resolution on February 21, 2017 to award a contract for Annual Maintenance and Repair of Electrical and Mechanical Systems to Municipal Maintenance (MM) based upon a response to requests for bids; and

WHEREAS, the bid supplied by MM was based upon estimates of the need for certain materials and categories of work (“time and materials”), which estimates were provided by PSA based upon prior years’ experience; and

WHEREAS, it is not possible to anticipate emergent situations accurately based upon the fact that they are, by their very nature, situations that are not planned and require work and material not previously anticipated; and

WHEREAS, the bid of MM for the 2017 Annual Maintenance and Repair of Electrical and Mechanical Systems contract was in the total amount of One Hundred Ten Thousand Two Hundred Ten Dollars (\$110,210.00); and

WHEREAS, total invoiced for work performed to date under this contract is One Hundred Forty One Thousand Five Hundred Fifty-Two Dollars and Seventy Cents (\$141,552.70), and

WHEREAS, PSA’s Superintendent determines the need for emergency work under the aforementioned contract and has reviewed each and every MM invoice and found them to be supported by his request for the work and the application of unit prices provided by MM in its bid and having determined that the difference giving rise to the need for a change order is a result in the need for services under the contract beyond that which was estimated by the Authority.

NOW THEREFORE BE IT RESOLVED, that the PSA approves Change Order No 17-01 to increase the amount set forth in the 2017 Annual Maintenance and Repair of Electrical and Mechanical Systems Contract, from a not to exceed amount of One Hundred Ten Thousand Two Hundred Ten Dollars (\$110,210.00) to an amount of One Hundred Forty Five Thousand Dollars (\$145,000.00).



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Absent
Mr. Schofield – Yes
Mr. Archible – Absent
Mr. Ellis – Yes
Mr. Pennestri – Yes

ADOPTED: March 20, 2018

**RESOLUTION OF THE PENNSAUKEN SEWERAGE
AUTHORITY AUTHORIZING A BUDGET TRANSFER
FOR F/Y 2017**

WHEREAS, the Pennsauken Sewerage Authority having met in regular session on March 20, 2018; and

WHEREAS, the Authority budget for the year ending December 31, 2017 was adopted on the 13th day of December, 2016; and

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

WHEREAS, the Authority's Treasurer has found it necessary to increase certain line items and recommends amendments to its budget for fiscal year ending December 31, 2017 and

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

NOW, THEREFORE, BE IT RESOLVED that the following transfers be made to the adopted budget of the Pennsauken Sewerage Authority for its fiscal year ending December 31, 2017.

2017 BUDGET TRANSFER ACCOUNT	FROM	TO
O&M		
EMERGENCY REPAIRS	\$33,150.00	
O&M Management Salaries		\$2,900.00
Engineering		\$1,650.00
Emergency Station Repairs		\$28,600.00
TOTALS	\$33,150.00	\$33,150.00

BE IT FURTHER RESOLVED that two certified copies of this complete amendment and resolution

be filed forthwith with the Director of the Division of Local Government Services for his certification of the Authority budget so amended.

CERTIFICATION

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 20th day of March, 2018.



Bill Orth, Secretary

ROLLCALL:

Mr. Lutz – Absent
Mr. Schofield – Yes
Mr. Archible – Absent
Mr. Ellis – Yes
Mr. Pennestri – Yes

ADOPTED: March 20, 2018

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING THE PURCHASE OF A TRUCK MOUNTED HIGH PRESSURE SEWER JET AND
A CLOSED CIRCUIT TV SEWER INSPECTION TRUCK**

WHEREAS, the Pennsauken Sewerage Authority (PSA) having met in regular session on March 20, 2018; and

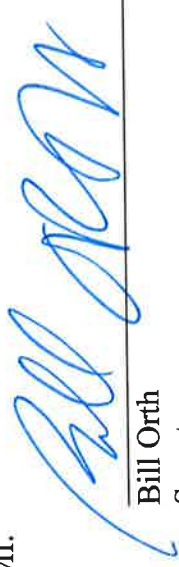
WHEREAS, the PSA wishes to purchase a Truck Mounted High Pressure Sewer Jet and a Closed Circuit TV Sewer Inspection Truck; and

WHEREAS, the PSA is a member of The National Joint Powers Alliance having joined on July 18, 2017; and

WHEREAS, membership in the NJPA allows PSA to purchase equipment without the requirement of receiving sealed bids for these purchase; and

WHEREAS, the purchase of the equipment listed above through the NJPA is in the best financial interests of the PSA,

NOW, THEREFORE, BE IT RESOLVED that the PSA shall purchase a Truck Mounted High Pressure Sewer Jet from JetVac Equipment, LLC in the amount of \$226,148.59 under NJPA Contract #022014-SCA and a Closed Circuit TV Sewer Inspection Truck from Atlantic Machinery, Inc., in the amount of \$296,500.00 under NJPA Contract #022014-AMI.



Bill Orth
Secretary

ROLL CALL:

- Oren Lutz – Absent
- Gregory Schofield – Yes
- Dennis Archible – Absent
- Timothy Ellis – Yes
- James Pennestri – Yes

ADOPTED: March 20, 2018

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2018 - DECEMBER 31, 2018
FOR MONTH OF FEBRUARY

<u>ACCT TITLE</u>	<u>BUDGET</u>	<u>MTD COLL.</u>	<u>YTD COLL.</u>	<u>MTD BILLINGS</u>	<u>YTD BILLINGS</u>
4001 RESIDENTIAL	2,655,000.00	248,500.48	361,580.34	\$ 770,103.00	\$ 799,942.65
4004 COMMERCIAL	1,260,000.00	\$ 259,339.42	318,672.38	\$ 50,772.53	\$ 307,866.38
4005 PENALTY	40,000.00	\$ 1,413.17	3,481.48	\$ 2,753.64	\$ 5,148.68
4002 MERCH	205,000.00		-		\$ -
4003 C/H	31,000.00		-		\$ -
4012 OTHER INCOME	3,000.00		-		\$ -
4013 INVEST INT	1,000.00	\$ 255.97	550.62		\$ 550.62
4014 TRUSTEE INT	5,000.00	\$ 213.68	400.80		\$ 400.80
4016 PERMITS (RES)	5,000.00	\$ 100.00	300.00		\$ 300.00
4019 PERMITS (COMM)	25,000.00	\$ -	100.00		\$ 100.00
4021-PERMITS (MERCH)	1,000.00		-		\$ -
4020-JIF INS PREMIUM	12,000.00				
4017-18- FILING-INSP.	\$500.00	\$15.00			
4050 INT./NOTES PAY.	500.00	2.84			\$ 6.32
Anticipated Balance	-				\$ -
TOTALS	4,244,000.00	509,840.56	685,085.62	823,629.17	1,114,315.45
ASSETS/CAPITAL		BUDGET	MTD	YTD	REMARKS
		\$ 290,000.00	\$ -		

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,450,720.19
PAYROLL	\$6,919.95
REVENUE	\$ 97,577.03
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 54,607.68
R & R	\$ 251,252.41
GENERAL	\$ 255,711.22

Investments under Trustee Accounts:

51,780.98 CD with 1st Colonial Bank @ 1.5% - MATURES 07/23/18
183,789.69 CD with 1st Colonial Bank @ 1.50% - MATURES 12/24/18
75,000.00 CD with 1st Colonial Bank @ 1.50% - Matures 4/29/18
101,997.25 CD with 1st Colonial Bank @ 1.5% - Matures 4/29/2019
254,494.80 Money Market

Principal lend-a-hand balances as of February 28, 2018:

C. Jimenez \$306.85

D. Brittin \$4,649.57
D. Peluso \$628.89

\$ 5,585.31

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Revenue Account Range: 01-00-410-000 to 01-00-430-001 Include Non-Anticipated: Yes Year To Date As Of: 02/28/18
 Expend Account Range: 01-01-510-500 to 01-03-600-002 Include Non-Budget: Yes Current Period: 02/01/18 to 02/28/18
 Print Zero YTD Activity: No Prior Year: 02/01/17 to 02/28/17

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	768,995.00	2,655,000.00	770,103.00	799,942.65	0.00	1,855,057.35-	30
01-00-410-002	Merchantville	0.00	205,000.00	0.00	0.00	0.00	205,000.00-	0
01-00-410-003	Cherry Hill	4,539.16	31,000.00	4,582.40	4,582.40	0.00	26,417.60-	15
01-00-410-004	Commercial	36,437.53	1,260,000.00	50,772.53	307,866.38	0.00	952,133.62-	24
01-00-410-005	A/R Penalty	3,369.98	40,000.00	2,753.64	5,148.68	0.00	34,851.32-	13
01-00-415-001	Permits- Residential	500.00	5,000.00	100.00	400.00	0.00	4,600.00-	8
01-00-415-002	Permits - Commercial	0.00	25,000.00	0.00	0.00	0.00	25,000.00-	0
01-00-415-003	Permits - Merchantville	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0
01-00-420-001	Other Income	3,397.00	3,000.00	0.00	0.00	0.00	3,000.00-	0
01-00-420-002	Application and Inspection Fees	15.00	500.00	0.00	0.00	0.00	500.00-	0
01-00-420-004	JIF Insurance Premium Refund	0.00	12,000.00	0.00	0.00	0.00	12,000.00-	0
01-00-420-005	Int on Lend-a-Hand Accounts	30.34	500.00	2.84	6.32	0.00	493.68-	1
01-00-425-001	Interest from Operating Fund	249.11	1,000.00	255.97	550.62	0.00	449.38-	55
01-00-425-002	Interst from Trustee Accounts	36.94	5,000.00	213.68	400.80	0.00	4,599.20-	8
	OPERATING REVENUES Revenue Total	817,570.06	4,244,000.00	828,784.06	1,118,897.85	0.00	3,125,102.15-	26

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-500	ADMINISTRATION SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-501	ADMIN PSA Management	18,784.00	260,000.00	19,560.00	39,120.00	0.00	220,880.00	15
01-01-510-502	ADMIN Office Staff	21,475.71	245,000.00	20,628.20	42,490.15	0.00	202,509.85	17
01-01-510-503	ADMIN: Commisioners	1,250.00	18,000.00	1,500.00	3,000.00	0.00	15,000.00	17
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	101,720.00	0.00	0.00	0.00	101,720.00	0
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	3,240.08	50,000.00	3,252.42	8,815.29	0.00	41,184.71	18
01-01-510-603	ADMIN: SUI/SDI/FLI	787.42	4,000.00	786.63	1,406.31	0.00	2,593.69	35
01-01-510-604	ADMIN: Hospital Benefits	10,490.66	150,000.00	10,742.39	31,365.47	0.00	118,634.53	21
01-01-510-605	ADMIN: Vision, Dental & Rx	3,591.30	55,000.00	6,470.79	12,097.56	0.00	42,902.44	22
01-01-510-607	ADMIN: Sick/Vac Payback	0.00	64,000.00	0.00	28,920.00	0.00	35,080.00	45
01-01-510-700	ADMINISTRATION OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-721	ADMIN: Legal Fees	1,516.67	20,000.00	1,516.67	3,033.34	0.00	16,966.66	15
01-01-510-722	ADMIN: Audit	1,770.00	37,000.00	0.00	0.00	0.00	37,000.00	0
01-01-510-723	ADMIN: Other Professional Fees	75.00	20,000.00	1,425.00	2,000.00	0.00	18,000.00	10
01-01-510-736	ADMIN: Public Officials Liab.	0.00	7,000.00	0.00	4,029.49	0.00	2,970.51	58
01-01-510-750	ADMIN: Office Supplies & Expense	3,037.71	15,000.00	1,740.87	2,284.04	0.00	12,715.96	15

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	1,505.46	16,000.00	1,509.02	1,509.02	0.00	14,490.98	9
01-01-510-752	ADMIN: Advertising & Printing	200.88	15,000.00	71.36	974.36	0.00	14,025.64	6
01-01-510-753	ADMIN: Telephone	1,202.86	23,000.00	1,637.22	2,888.54	0.00	20,111.46	13
01-01-510-754	ADMIN: Miscellaneous Exp	0.00	3,585.00	0.00	0.00	0.00	3,585.00	0
01-01-510-755	ADMIN: Service Contracts	210.27	15,000.00	314.70	11,775.06	0.00	3,224.94	78
01-01-510-756	ADMIN: Equipment Rental	0.00	4,500.00	747.00	747.00	0.00	3,753.00	17
01-01-510-757	ADMIN: Building Utilities	0.00	35,000.00	2,644.98	3,006.26	0.00	31,993.74	9
01-01-510-758	ADMIN: Building Exp. & Repairs	1,066.66	17,900.00	1,277.09	1,327.08	0.00	16,572.92	7
01-01-510-759	ADMIN: Financial Exp	345.00	2,000.00	345.00	345.00	0.00	1,655.00	17
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	0.00	8,000.00	0.00	2,298.60	0.00	5,701.40	29
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	65,565.94	943,000.00	52,028.64	131,306.92	0.00	811,693.08	14
01-02-520-506	O&M: Management Salaries	14,896.00	198,000.00	15,200.00	30,400.00	0.00	167,600.00	15
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	101,720.00	0.00	0.00	0.00	101,720.00	0
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICARE	6,334.50	95,000.00	5,251.62	13,181.38	0.00	81,818.62	14
01-02-520-603	O&M: SUI/SDI/FLI	786.64	6,000.00	660.71	1,645.45	0.00	4,354.55	27
01-02-520-604	O&M: Hospitalization Benefits	25,224.43	340,000.00	26,290.94	81,542.12	0.00	258,457.88	24
01-02-520-605	O&M: Vision, Dental & Rx	7,579.67	126,700.00	13,688.90	28,287.27	0.00	98,412.73	22
01-02-520-607	O&M: Sick/vac Payback	1,976.00	97,500.00	0.00	8,772.00	0.00	88,728.00	9
01-02-520-608	O&M: Uniform Exp.	1,857.44	8,000.00	876.23	981.23	0.00	7,018.77	12
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	8,929.38	40,000.00	0.00	0.00	0.00	40,000.00	0
01-02-520-731	O&M: General Liability/Auto Ins	0.00	27,500.00	0.00	10,433.74	0.00	17,066.26	38
01-02-520-732	O&M: Worker's Comp Insurance	0.00	53,000.00	0.00	23,230.03	0.00	29,769.97	44
01-02-520-733	O&M: Property	0.00	46,500.00	0.00	22,426.70	0.00	24,073.30	48
01-02-520-735	O&M: Fund Expense (JIF)	0.00	10,000.00	0.00	2,261.03	0.00	7,738.97	23
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	3,468.00	30,000.00	0.00	0.00	0.00	30,000.00	0
01-02-520-764	O&M: Station Utilities	358.39	200,000.00	10,675.73	10,675.73	0.00	189,324.27	5
01-02-520-765	O&M: Trash Removal	62.61	12,000.00	188.38	376.76	0.00	11,623.24	3
01-02-520-766	O&M: Oper & Maint Expense	1,806.57	31,000.00	998.80	7,760.06	0.00	23,239.94	25
01-02-520-767	O&M: Safety Expense	0.00	5,000.00	229.86	229.86	0.00	4,770.14	5
01-02-520-768	O&M: Landscaping	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
01-02-520-769	O&M: Vehicle & Repair Exp	244.50	40,000.00	814.21	964.21	0.00	39,035.79	2
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	161.46	50,000.00	0.00	0.00	0.00	50,000.00	0
01-02-520-771	O&M: Collection System Expense	1,325.68	60,400.00	1,006.17	1,346.71	0.00	59,053.29	2
01-02-520-772	O&M: Emergency Repairs	0.00	140,000.00	0.00	0.00	0.00	140,000.00	0

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-02-520-773	O&M: Emergency Station Repairs	11,125.45	143,000.00	0.00	0.00	0.00	143,000.00	0
01-02-520-774	O&M: Chemicals	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
01-02-520-775	O&M Permits & Licensing	0.00	2,500.00	0.00	291.00	0.00	2,209.00	12
01-03-600-001	Bond Debt (Principal)	11,847.45	45,550.00	11,847.45	11,847.45	0.00	33,702.55	26
01-03-600-002	Bond Debt (Interest)	3,462.50	6,925.00	3,110.00	3,110.00	0.00	3,815.00	45
	OPERATING FUND Expend Total	215,311.39	4,244,000.00	219,036.98	609,502.22	0.00	3,634,497.78	14

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	OPERATING FUND	817,570.06	828,784.06	1,118,897.85	215,311.39	219,036.98	609,502.22	509,395.63

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
	Final Total	817,570.06	828,784.06	1,118,897.85	215,311.39	219,036.98	609,502.22	509,395.63

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

See Superintendent's Report

The Vice-Chairman asked the Commissioners for any reports.

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

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

Mr. Luthman had nothing more to report.


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

Mr. Orth had nothing more to report but presented the following correspondence.

#1 Pettit Group LLC re proposed Hotel Conversion 3/13/18

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

Respectfully submitted,



Bill Orth, Secretary

Superintendent's Report

Meeting of March 20, 2018

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

In regular and preventative maintenance we flushed 51,619 feet of gravity sewer main. 600 feet was root cut and 2,902 feet was inspected using our CCTV equipment. We responded to 52 calls for service. The call breakdown is as follows:

Main Line stoppages:	2
Vent stoppages:	10
Station alarms:	16
Miscellaneous services:	24

Respectfully submitted,



Thomas M. Tillinghast
Superintendent



THE PETTIT GROUP, LLC

Engineering • Architecture • Planning

March 13, 2018

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

Re: **Pennsauken Hospitality, LLC**
Proposed Hotel Conversion
7050 Route 38
Block 6403, Lot 3, Plate 64
Pennsauken Township, Camden County
PGLLC #1481-01

Dear Mr. Orth:

Please find the following documents enclosed for the referenced project.

- Three (3) copies of the completed Commercial Connection Application.
- Six (6) copies of the Improvement Plans, last revised March 9, 2018.
- Check #4199, in the amount of \$15, for the filing fee.
- Check #4200, in the amount of \$2,500, for escrow deposit.

The above information has been submitted for your review of the above referenced development. The development will consist of the conversion and expansion of a 3-story office building to a 70-room hotel. The proposed sewer improvements include a six-inch (6") gravity sewer lateral which will discharge to the existing sewer main located within Airport Highway.

If you have any questions, please feel free to contact me at (856) 464-9600.

Sincerely,

THE PETTIT GROUP, LLC

Brian W. Cleary, PE
Associate

Enclosures