

Meeting of June 16, 2020

The Chairman Mr. Lutz called the meeting of the Pennsauken Sewerage Authority to order at 4:00 p.m. on the above date with a salute to the flag. The meeting was held at the Pennsauken Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, NJ.

Chairman 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. Also instructions to participate in the teleconference were published in the Courier Post and Burlington County times Newspapers.

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

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

Also present via teleconference was:

Mr. Marco DiBattista, Assistant Director

Also present at the Pennsauken Sewerage Authority offices were:

Mr. William Orth, Executive Director
Mr. Thomas M. Tillinghast, Superintendent
Mr. David A. Luthman, Solicitor

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

The minutes of the meeting May 19, 2020 were presented for approval. A motion was made by Mr. Archible, seconded by Mr. Schofield to approve the minutes as presented. All Commissioners responded via teleconference that the minutes stand approved.

The Chairman stated the amount of bills to be paid is \$250,233.67.

Mr. Archible moved to pay bills as presented, seconded by Mr. Ellis. All Commissioners responded via teleconference their approval of the payment of bills.

See Bill List Attached

JUNE 16, 2020

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$250,233.67

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 05/20/20 to 06/16/20
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			
1060	05/27/20	PAYROLL PAYROLL ACCOUNT	37,520.18	05/31/20	2400
1061	06/02/20	PAYROLL PAYROLL ACCOUNT	76,529.93		2402
1062	06/09/20	PAYROLL PAYROLL ACCOUNT	37,057.55		2404
1063	06/16/20	PAYROLL PAYROLL ACCOUNT	38,455.47		2406

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	4	0	189,563.13	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>4</u>	<u>0</u>	<u>189,563.13</u>	<u>0.00</u>

OPERATING	OPERATING ACCOUNT	Amount Paid	Ref Num
29508	06/16/20 AAA AAA SOUTH JERSEY, INC.	568.00	2408
29509	06/16/20 ADVANCE ADVANCE AUTO PARTS	197.53	2408
29510	06/16/20 BELSITOR RICHARD J BELSITO	289.20	2408
29511	06/16/20 BIOTRIAD BIOTRIAD ENVIRONMENTAL, INC.	430.92	2408
29512	06/16/20 BURLTIME BURLINGTON COUNTY TIMES	33.80	2408
29513	06/16/20 CANON CANON SOLUTIONS AMERICA, INC.	155.64	2408
29514	06/16/20 CCMUA CAMDEN COUNTY MUA	88.00	2408
29515	06/16/20 COMCAST COMCAST	340.46	2408
29516	06/16/20 COOPEREL COOPER ELECTRIC SUPPLY CO INC.	89.85	2408
29517	06/16/20 CUES CUES INC	957.00	2408
29518	06/16/20 CUMMINGS JAMES J. CUMMINGS, JR.	144.60	2408
29519	06/16/20 DELTA DELTA DENTAL OF NJ, INC.	3,044.60	2408
29520	06/16/20 DOYLE James J. Doyle	144.60	2408
29521	06/16/20 EVOQUA EVOQUA WATER TECHNOLOGIES LLC	1,975.00	2408
29522	06/16/20 FONTANAS FONTANA'S AUTO REPAIR INC.	4,594.00	2408
29523	06/16/20 GALETON GALETON, INC.	290.19	2408
29524	06/16/20 GENCHEM GENERAL CHEMICAL & SUPPLY INC	163.90	2408
29525	06/16/20 GROVE GROVE SUPPLY, INC.	489.00	2408
29526	06/16/20 HAINES Haines Farm & Garden Supply	239.85	2408
29527	06/16/20 INGRAM WILLIAM INGRAM	144.60	2408
29528	06/16/20 JAYSTIRE JAY'S TIRE SERVICE LLC	25.00	2408
29529	06/16/20 JKRAMER JOSEPH KRAMER	144.60	2408
29530	06/16/20 JMSOLUT J AND M SOLUTIONS LLC	150.00	2408
29531	06/16/20 LOUGHERY BERNADETTE A LOUGHERY	144.60	2408
29532	06/16/20 LUTHMAN DAVID A. LUTHMAN	1,516.67	2408
29533	06/16/20 MACANANY PATRICIA MACANANY	308.05	2408
29534	06/16/20 MOWER THE MOWER SHOP LLC	1,277.59	2408
29535	06/16/20 NATBATRY NATIONAL BATTERY COMPANY	1,067.50	2408
29536	06/16/20 NJAMERWA NEW JERSEY AMERICAN WTR CO INC	154.71	2408
29537	06/16/20 NJAWSTA NEW JERSEY AMERICAN WATER	86.42	2408
29538	06/16/20 OCC ONE CALL CONCEPTS, INC.	693.83	2408
29539	06/16/20 ORTH WILLIAM ORTH	159.34	2408
29540	06/16/20 PDOYLE PATRICK J. DOYLE	144.60	2408
29541	06/16/20 PETTY PETTY CASH	160.97	2408
29542	06/16/20 PFLUGFEL DEBORAH PFLUGFELDER	144.60	2408
29543	06/16/20 PSEG PUBLIC SERVICE ELEC & GAS CO.	14,756.02	2408
29544	06/16/20 R ORTH ORTH, REGINA	289.20	2408
29545	06/16/20 REPUBLIC REPUBLIC SERVICES OF NJ, LLC	205.39	2408
29546	06/16/20 RINGRAM RICHARD INGRAM	144.60	2408

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		OPERATING ACCOUNT	Continued		
29547	06/16/20	SAR SAR AUTOMOTIVE EQUIPMENT	12,858.00		2408
29548	06/16/20	SCHWER SCHWERING HARDWARE, INC.	83.27		2408
29549	06/16/20	STEWART STEWART BUSINESS SYSTEMS	75.35		2408
29550	06/16/20	SYSTEM4 SYSTEM 4	312.00		2408
29551	06/16/20	TWPPENN TOWNSHIP OF PENNSAUKEN	6,036.89		2408
29552	06/16/20	UNIFIRST UNIFIRST FIRST AID CORP	175.84		2408
29553	06/16/20	UNUM UNUM LIFE INSUR CO OF AMERICA	1,512.84		2408
29554	06/16/20	VALLETT RICHARD B. VALLETT, JR.	212.50		2408
29555	06/16/20	VERIZOFF VERIZON	1,226.31		2408
29556	06/16/20	WATERENV WATER ENVIRONMENT FEDERATION	351.00		2408
29557	06/16/20	WBMASON W.B. MASON CO., INC.	1,608.11		2408
29558	06/16/20	WEST WEST	264.00		2408
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 51	0	60,670.54	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 51	0	60,670.54	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 55	0	250,233.67	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 55	0	250,233.67	0.00

Approval of Utility Bill Adjustment No. 3385 and Utility Balance Adjustment #19103, 19112, and 19150 were presented.

Mr. Schofield moved for the approval of adjustments and Mr. Pennestri seconded the motion. All Commissioners responded via teleconference their approval of the adjustments.

See Journals Attached

Old Business:

There was no Old Business.

New Business.

- A. Resolution No. 20-24 Appointing An Assistant Superintendent and Approval of Contract of Anthony Figueroa.

Mr. Archible moved for the approval of Resolution No. 20-24 and Mr. Schofield seconded the motion. All Commissioners responded via teleconference their approval of the Resolution.

See Resolution No. 20-24

- B. Resolution No. 20-25 Appointing a Supervisor and Approval of Contract of Patrick Olivo

Mr. Schofield moved for the approval of Resolution No. 20-25 and Mr. Archible seconded the motion. All Commissioners responded via teleconference their approval of the Resolution.

See Resolution No. 20-25

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

See Treasurer, Marco DiBattista's, Report

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

See Superintendent's Report

The Chairman, Mr. Lutz, hopes all are staying safe and healthy and hopefully the July meeting will be at the office. He asked for the Commissioners reports. Mr. Schofield, Mr. Archible, Mr. Ellis and Mr. Pennestri all reiterated what Mr. Lutz said hoping all are staying safe and healthy.

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

The Executive Director, Mr. Orth, had nothing further to report..

Correspondence - No correspondence

May 22, 2020
08:42 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	2 Flat:	103.40-	Exc:	0.00	Ref Num:	3385
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	2 Flat:	103.40-	Exc:	0.00	Total Updated:	103.40-

May 22, 2020
08:40 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
90144009-0	Sewer	S31	B	20	1	235.74-	0.00	235.74-	READING ADJUSTMENT	N		05/22/20	1
JAY'S TIRE SERVICE LLC													
90144009-0	Sewer	S31	B	20	1	132.34	0.00	132.34	READING ADJUSTMENT	N		05/22/20	2
JAY'S TIRE SERVICE LLC													

May 20, 2020
07:43 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 4 Updated Principal: 206.00- Updated Penalty: 1.54- Ref Num: 19103

May 20, 2020
07:42 AM

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

Page No: 1

Batch Id: CINDY

Account Id	Service	Adj Code	Bill Code	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
			Transaction Type							
30700000-0	Sewer	105		20 1	51.50-	1.54-	53.04-	CANCEL CHARGES	05/20/20	1
					Balance Adjustment					
30700000-0	Sewer	105		20 2	51.50-	0.00	51.50-	CANCEL CHARGES	05/20/20	2
					Balance Adjustment					
30700000-0	Sewer	105		20 3	51.50-	0.00	51.50-	CANCEL CHARGES	05/20/20	3
					Balance Adjustment					
30700000-0	Sewer	105		20 4	51.50-	0.00	51.50-	CANCEL CHARGES	05/20/20	4
					Balance Adjustment					

May 21, 2020
01:18 PM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 1 Updated Principal: 382.48 Updated Penalty: 0.00 Ref Num: 19112

May 21, 2020
01:17 PM

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

Page No: 1

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code Transaction	Yr Prd Type	Principal	Penalty	Total	Descript	Date	Seq
50645001-0 BENDER, ADRIAN	Sewer	102			382.48	0.00	382.48	REFUND OVERPAYMENT	05/19/20	1
				Refund Overpayment						

June 1, 2020
09:19 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 1 Updated Principal: 0.00 Updated Penalty: 0.77- Ref Num: 19150

June 1, 2020
09:17 AM

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

Page No: 1

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code	Yr Prd Transaction Type	Principal	Penalty	Total	Descript	Date	Seq
41137000-0 TOCCO JR, MICHAEL	Sewer	103		20 1 Balance Adjustment	0.00	0.77-	0.77-	PEN ADDED IN ERROR	06/01/20	1

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING AN ASSISTANT SUPERINTENDENT AND
APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met at their regular monthly meeting of June 16, 2020; and

WHEREAS, the Authority currently employs a Superintendent who is responsible for the proper maintenance and operation of the Authority's collection system and supervision of the Authority Operations Personnel; and

WHEREAS, the Authority has determined that it is necessary and advisable to begin transitioning an employee to become the successor to the current Superintendent and to act as Assistant Superintendent so that the operation of the Authority's business continues without interruption upon the retirement of the Superintendent; and

WHEREAS, the Assistant Superintendent is required to be licensed in accordance with regulations promulgated by N.J.D.E.P.E.; and

WHEREAS, Anthony Figueroa holds all required licenses;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Anthony Figueroa is hereby employed as Assistant Superintendent for the Pennsauken Sewerage Authority for a term of July 6, 2020 through December 31, 2022.

2. The Assistant Superintendent shall enter a contract with Pennsauken Sewerage Authority. Said contract is to be maintained and made available for public inspection at the Authority's office.



Bill Orth, Secretary

ROLL CALL:

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

ADOPTED: June 16, 2020

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as “Authority”) and **ANTHONY FIGUEROA** (hereinafter referred to as “Assistant Superintendent”).

1. The Authority currently employs a Superintendent who is responsible for the proper maintenance and operation of the Authority’s collection system and supervision of the Authority Operations Personnel. The Authority has determined that it is necessary and advisable to begin transitioning an employee to become the successor to the current Superintendent and to act as Assistant Superintendent so that the operation of the Authority’s business continues without interruption upon the retirement of the Superintendent.

2. The Authority agrees to employ an Assistant Superintendent for a term commencing July 6, 2020, and ending December 31, 2022. In consideration thereof, the Assistant Superintendent agrees that he shall use his best efforts to perform those duties set forth above and such other duties as may be assigned to him. During the term of this Agreement, the Assistant Superintendent shall be exclusively employed by the Authority except as otherwise expressly permitted by the Authority. The Assistant Superintendent shall perform his duties during such times as shall be set and designated by the Authority.

3. In consideration for the faithful performance of his duties, the Assistant Superintendent shall be entitled to an annual salary of Eighty-Five Thousand Dollars (\$85,000.00) to be paid for the year 2020 (prorated from the effective date of this contract and paid weekly), Ninety Thousand Dollars (\$90,000.00) to be paid in 52 equal weekly installments for the year 1/1/2021 to 12/31/2021. The salary payable for 1/1/2022 – 12/31/2022 will include a

percentage increase over the preceding year in an amount equal to that which is provided within the union contract.

4. The Assistant Superintendent shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the Assistant Superintendent shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Assistant Superintendent retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less than twenty-five (25) years of continuous employment with the Authority, the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Assistant Superintendent shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Assistant Superintendent shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

7. The Assistant Superintendent shall be entitled to twenty-five (25) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty hours of unused vacation time may be carried into the next year. In addition thereto, the Assistant Superintendent will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

8. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable if released for just cause. A sixty (60) day written notice must be given the Authority if the Assistant Superintendent resigns.

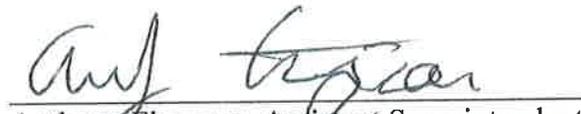
9. The Assistant Superintendent recognizes that, notwithstanding the terms of this Agreement, he is serving at the will of the Commissioners of the Authority.

IN WITNESS WHEREOF, the parties have set their hands and seal this 16th day of July, 2020.


William Orth, Secretary


Oren Lutz, Chairman


Witness


Anthony Figueroa, Assistant Superintendent

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
APPOINTING A SUPERVISOR AND APPROVAL OF CONTRACT**

WHEREAS, the Pennsauken Sewerage Authority having met at their Regular Meeting on June 16, 2020; and

WHEREAS, the Pennsauken Sewerage Authority is authorized to employ such person(s) as it may deem necessary and advisable for the proper operation of the Authority's business; and

WHEREAS, The Authority finds it necessary and advisable to employ a Supervisor to perform all duties as assigned by the Superintendent and/or the Assistant Superintendent, the Executive Director, and/or as directed by the Commissioners of the Authority; and

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Patrick Olivo is hereby appointed Supervisor of the Pennsauken Sewerage Authority for a term of July 6, 2020 through December 31, 2022.
2. The Supervisor shall enter a contract with the Pennsauken Sewerage Authority. Said contract is to be maintained and made available for public inspection at the Authority's office.



Bill Orth, Secretary

ROLL CALL:

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

ADOPTED: June 16, 2020

CONTRACT OF EMPLOYMENT

THIS IS AN AGREEMENT between the **PENNSAUKEN SEWERAGE AUTHORITY** (hereinafter referred to as “Authority”) and **PATRICK OLIVO** (hereinafter referred to as the “Supervisor”).

1. The Authority desires to employ a Supervisor and to set forth more fully and completely within this Agreement the duties and responsibilities of the Supervisor and the consideration afforded the Supervisor for the faithful performance of those duties. The Supervisor is responsible, under the direction of the Superintendent of the Authority and the Assistant Superintendent, to supervise the day-to-day operations of the Authority. The Supervisor shall perform all duties as assigned by the Superintendent and/or the Assistant Superintendent, the Executive Director, and/or as directed by the Commissioners of the Authority, including but limited to the following:

(A) The Supervisor shall supervise all employees to insure that all work is done in accordance with the policies and procedures of the Authority. He shall further coordinate all work being done by any outside agencies and/or contractors and shall be responsible for establishing project schedules and shall monitor all projects to insure that they are completed in a timely manner, except for those projects that under the direct supervision of the Authority’s Consulting Engineer, in which case the Supervisor shall assist the Authority’s Consulting Engineer as and when the Consulting Engineer shall deem necessary and advisable.

(B) The Supervisor shall in the absence/retirement of the Maintenance Supervisor also act as the Authority’s Affirmative Action Compliance Officer and shall in conjunction with that assignment act as the liaison between the State’s Affirmative Action

Compliance office and the Authority, and further, shall insure that all outside agencies and/or contractors working for the Authority comply with Affirmative Action reporting requirements.

(C) The Supervisor shall perform all other duties as may be assigned by the Executive Director, the Superintendent, Assistant Superintendent, and/or the Commissioners of the Authority from time to time.

2. The Authority agrees to employ the Supervisor for a term commencing July 6, 2020 and ending December 31, 2022. In consideration thereof, the Supervisor agrees that he shall use his best efforts to perform those duties set forth above and such other duties as may be assigned to him. During the term of this Agreement, the Supervisor shall be exclusively employed by the Authority except as otherwise expressly permitted by the Authority. The Supervisor shall perform his duties during such times as shall be set and designated by the Authority.

3. In consideration for the faithful performance of his duties, the Supervisor shall be entitled to an annual salary of Eighty-Three Thousand Dollars (\$83,000.00) to be paid for the year 2020 (prorated from the effective date of this contract and paid weekly). Future salary increases will include a percentage increase over the preceding year in an amount equal to that which is provided within the union contract.

4. The Supervisor shall be entitled to all benefits presently provided to the Administrative Staff of the Authority, including contributions to New Jersey Public Employees Retirement System, major medical and hospitalization insurance coverage, as well as dental, vision, and prescription insurance coverage. During the term of his employment, the Supervisor shall receive the current plan for those insurance coverages specified herein or its equivalent.

5. In the event that the Supervisor retires and severs from his position with the Authority, and is then in good standing, and provided that he shall have not less that twenty-five (25) years of continuous employment with the Authority, the Authority shall provide to him a continuation of medical, dental, vision, and prescription coverage as is provided at the date of severance from employment until such time as he becomes eligible for Medicare coverage, at which time the Authority shall provide supplemental insurance coverage as may be required so as to equal, together with Medicare coverage afforded, coverage that is provided at the date of severance of employment. This paragraph is in compliance with Authority Resolution 1999-28 and applicable New Jersey law.

6. The Supervisor shall be entitled to twenty (20) paid sick days per year, with accumulation of sick time permitted to a maximum of seventy (70) days. The Supervisor shall be entitled to sell back accumulated sick leave at the rate of one hundred percent (100%). Requests for sell-back must be made by October 1st and will be paid on the first payday in November of each year.

7. The Supervisor shall be entitled to twenty-five (25) days paid vacation per year during the term of this Agreement. In accordance with Resolution 2000-29 vacation time may be turned in at any time during the year for 100% of the value. Forty hours of unused vacation time may be carried into the next year. In addition thereto, the Supervisor will be entitled to (4) additional paid personal days. Personal days must be used by year end, unused time will not carry over nor can it be turned in to receive payment for its value.

8. The Authority agrees to provide severance pay for thirteen (13) weeks which shall not be payable at the Supervisor's release from his employment for cause. The Supervisor shall

be required to provide to the Authority at least sixty (60) days advanced notice of any resignation or other separation from employment.

9. The Supervisor recognizes that, notwithstanding the terms of this Agreement, he is serving at the will of the Commissioners of the Authority.

IN WITNESS WHEREOF, the parties have set their hands and seal this 16th day of July, 2020.



William Orth, Secretary



Oren Lutz, Chairman



Cynthia A. Goodman
Witness



Patrick Olivo, Supervisor

PENNSAUKEN SEWERAGE AUTHORITY
REVENUES-JANUARY 1, 2020 - DECEMBER 31, 2020
FOR MONTH OF MAY

<u>ACC'T TITLE</u>	<u>BUDGET</u>	<u>MTD COLL.</u>	<u>YTD COLL.</u>	<u>MTD BILLINGS</u>	<u>YTD BILLINGS</u>
4001 RESIDENTIAL	2,700,000.00	\$ 258,707.11	\$ 1,484,700.37	\$ 820.93	\$ 2,654,427.43
4004 COMMERCIAL	1,480,000.00	\$ 187,418.48	\$ 707,871.40	\$ (12,175.51)	\$ 735,376.80
4005 PENALTY	40,000.00	\$ 2,578.74	\$ 15,759.21	\$ 6,128.84	\$ 26,962.78
4002 MERCH	205,000.00		\$ -		\$ -
4003 C/H	32,000.00		\$ 5,030.64		\$ 5,030.64
4012 OTHER INCOME	3,000.00		\$ 0.75		\$ 0.75
4013 INVEST INT	5,000.00	\$ 754.75	\$ 3,076.12		\$ 3,076.12
4014 TRUSTEE INT	15,000.00	\$ 0.78	\$ 6,146.33		\$ 6,146.33
4016 PERMITS (RES)	5,000.00	\$ 4,240.00	\$ 18,640.00		\$ 18,640.00
4019 PERMITS (COMM)	80,000.00		\$ 9,158.14		\$ 9,158.14
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00		\$ -		\$ -
4017-18- FILING-INSP.	\$500.00		\$ -		\$ -
4050 INT./NOTES PAY.	-		\$ -		\$ -
Anticipated Balance	-				
TOTALS	4,578,500.00	453,699.86	2,250,382.96	-5,225.74	3,458,818.99
		BUDGET	MTD	YTD	REMARKS
ASSETS/CAPITAL		\$ 195,000.00	\$ 9,251.68	\$ 22,383.12	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,796,026.83
PAYROLL	\$105,720.43
REVENUE	\$ 11.06
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 56,262.96
R & R	\$ 268,127.56
GENERAL	\$ 259,403.40

Investments under Trustee Accounts:

53,339.52 CD with 1st Colonial Bank @ 2.0% - MATURES 01/23/21
189,365.61 CD with 1st Colonial Bank @ 2% - MATURES 12/24/21
78,371.93 CD with 1st Colonial Bank @ 2.0% - Matures 4/29/21
105,062.91 CD with 1st Colonial Bank @ 1.5% - Matures 4/29/2021
157,665.01 Money Market

Revenue Account Range: 01-00-410-000 to 01-00-430-001 Include Non-Anticipated: Yes Year To Date As Of: 05/31/20
 Expend Account Range: 01-01-510-501 to 01-03-600-002 Include Non-Budget: Yes Current Period: 05/01/20 to 05/31/20
 Print Zero YTD Activity: No OPERATING REVENUES Revenue Total 35,306.17 4,578,500.00 230.21- 3,458,818.99 0.00 1,119,681.01- 76

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	131.75-	2,700,000.00	820.93	2,654,427.43	0.00	45,572.57-	98
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	0.00	32,000.00	0.00	5,030.64	0.00	26,969.36-	16
01-00-410-004	Commercial	27,872.25	1,480,000.00	12,175.51-	735,376.80	0.00	744,623.20-	50
01-00-410-005	A/R Penalty	2,795.03	40,000.00	6,128.84	26,962.78	0.00	13,037.22-	67
01-00-415-001	Permits - Residential	500.00	5,000.00	4,240.00	18,640.00	0.00	13,640.00	373
01-00-415-002	Permits - Commercial	0.00	80,000.00	0.00	9,158.14	0.00	70,841.86-	11
01-00-415-003	Permits - Merchantville	0.00	1,000.00	0.00	0.00	0.00	1,000.00-	0
01-00-420-001	Other Income	0.00	3,000.00	0.00	0.75	0.00	2,999.25-	0
01-00-420-002	Application and Inspection Fees	0.00	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
01-00-425-001	Interest from Operating Fund	859.69	5,000.00	754.75	3,076.12	0.00	1,923.88-	62
01-00-425-002	Interest from Trustee Accounts	3,410.95	15,000.00	0.78	6,146.33	0.00	8,853.67-	41
	OPERATING REVENUES Revenue Total	35,306.17	4,578,500.00	230.21-	3,458,818.99	0.00	1,119,681.01-	76
01-01-510-501	ADMIN PSA Management	19,952.00	286,000.00	27,070.00	118,919.30	0.00	167,080.70	42
01-01-510-502	ADMIN Office Staff	20,490.80	295,000.00	28,220.00	124,448.91	0.00	170,551.09	42
01-01-510-503	ADMIN: Commissioners	1,500.00	18,000.00	1,500.00	7,500.00	0.00	10,500.00	42
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	110,000.00	0.00	104,518.00	0.00	5,482.00	95
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	3,468.26	51,000.00	3,411.58	19,972.44	0.00	31,027.56	39
01-01-510-603	ADMIN: SUI/SDI/FLI	232.47	4,000.00	398.51	3,283.80	0.00	716.20	82
01-01-510-604	ADMIN: Hospital Benefits	8,233.78	145,000.00	1,031.05	49,286.48	0.00	95,713.52	34
01-01-510-605	ADMIN: Vision, Dental & Rx	2,992.28	54,500.00	2,024.96	20,077.42	0.00	34,422.58	37
01-01-510-607	ADMIN: Sick/Vac Payback	4,076.00	68,000.00	0.00	27,090.00	0.00	40,910.00	40
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	7,583.35	0.00	12,416.65	38
01-01-510-722	ADMIN: Audit	0.00	37,000.00	0.00	27,500.00	0.00	9,500.00	74
01-01-510-723	ADMIN: Other Professional Fees	4,025.00	20,000.00	900.00	1,137.50	0.00	18,862.50	6
01-01-510-736	ADMIN: Public Officials Liab.	0.00	10,000.00	4,204.50	8,409.00	0.00	1,591.00	84
01-01-510-750	ADMIN: Office Supplies & Expense	788.75	15,000.00	306.70	2,789.25	0.00	12,210.75	19
01-01-510-751	ADMIN: Postage	0.00	10,000.00	0.00	9,911.10	0.00	88.90	99
01-01-510-752	ADMIN: Advertisinging & Printing	0.00	15,000.00	144.74	390.22	0.00	14,609.78	3

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-753	ADMN: Telephone	1,804.54	20,000.00	1,824.09	7,651.40	0.00	12,348.60	38
01-01-510-754	ADMN: Miscellaneous Exp	0.00	3,000.00	0.00	166.15	0.00	2,833.85	6
01-01-510-755	ADMN: Service Contracts	416.95	25,000.00	240.57	10,773.95	0.00	14,226.05	43
01-01-510-756	ADMN: Equipment Rental	747.00	3,500.00	747.00	1,494.00	0.00	2,006.00	43
01-01-510-757	ADMN: Building Utilities	332.58	25,000.00	1,611.39	8,309.12	0.00	16,690.88	33
01-01-510-758	ADMN: Building Exp. & Repairs	3,417.99	25,000.00	331.99	3,427.70	0.00	21,572.30	14
01-01-510-759	ADMN: Financial Exp	0.00	2,000.00	0.00	1,595.00	0.00	405.00	80
01-01-510-760	ADMN: Bad Debt Exp	0.00	500.00	0.00	0.00	0.00	500.00	0
01-01-510-762	ADMN: Education/Dues	1,465.17	10,000.00	351.00	4,146.12	0.00	5,853.88	41
01-01-510-763	ADMN: Civic Involvement	0.00	182,500.00	0.00	32,500.00	0.00	150,000.00	18
01-02-520-500	COST OF SERVICE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-02-520-505	O&M: Union Salaries	75,350.86	1,065,000.00	97,713.54	427,138.76	0.00	637,861.24	40
01-02-520-506	O&M: Management Salaries	15,504.00	210,000.00	19,770.00	86,955.00	0.00	123,045.00	41
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	110,000.00	0.00	104,518.00	0.00	5,482.00	95
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICARE	6,627.56	105,000.00	6,865.27	36,262.80	0.00	68,737.20	35
01-02-520-603	O&M: SUI/SOI/FLI	830.88	6,000.00	976.41	5,896.18	0.00	103.82	98
01-02-520-604	O&M: Hospitalization Benefits	20,824.18	320,000.00	1,012.20	106,926.14	0.00	213,073.86	33
01-02-520-605	O&M: Vision, Dental & Rx	8,135.52	119,500.00	3,996.67	43,544.04	0.00	75,955.96	36
01-02-520-607	O&M: Sick/vac Payback	0.00	104,000.00	0.00	6,294.00	0.00	97,706.00	6
01-02-520-608	O&M: Uniform Exp.	2,072.14	8,000.00	0.00	1,960.89	0.00	6,039.11	25
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	630.00	60,000.00	0.00	1,302.25	0.00	58,697.75	2
01-02-520-731	O&M: General Liability/Auto Ins	0.00	27,500.00	14,812.00	29,624.00	0.00	2,124.00-	108
01-02-520-732	O&M: Worker's Comp Insurance	0.00	53,000.00	29,001.50	58,003.00	0.00	5,003.00-	109
01-02-520-733	O&M: Property/Insurance	0.00	55,000.00	12,819.50	25,639.00	0.00	29,361.00	47
01-02-520-735	O&M: Fund Expense (JIF)	0.00	10,000.00	2,131.50	4,263.00	0.00	5,737.00	43
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	1,810.00	30,000.00	1,975.00	8,285.00	0.00	21,715.00	28
01-02-520-764	O&M: Station Utilities	75.80	175,000.00	14,692.63	56,684.37	0.00	118,315.63	32
01-02-520-765	O&M: Trash Removal	202.75	10,000.00	0.00	1,731.59	0.00	8,268.41	17
01-02-520-766	O&M: Oper & Maint Expense	2,035.86	45,000.00	1,709.06	7,975.47	0.00	37,024.53	18
01-02-520-767	O&M: Safety Expense	420.31	5,000.00	805.99	2,411.07	0.00	2,588.93	48
01-02-520-768	O&M: Landscaping	171.00	5,000.00	845.04	845.04	0.00	4,154.96	17
01-02-520-769	O&M: Vehicle & Repair Exp	44.84	20,000.00	1,037.81	4,381.32	0.00	15,618.68	22
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	10.00	30,000.00	5.00	52.40	0.00	29,947.60	0
01-02-520-771	O&M: Collection System Expense	8,419.56	75,000.00	342.22	23,063.42	0.00	51,936.58	31
01-02-520-772	O&M: Emergency Repairs	9,510.00	200,000.00	0.00	19,021.00	0.00	180,979.00	10
01-02-520-773	O&M: Emergency Station Repairs	0.00	200,000.00	0.00	401.25	0.00	199,598.75	0
01-02-520-774	O&M: Chemicals	0.00	8,025.00	0.00	0.00	0.00	8,025.00	0

PENNSAUKEN SEWERAGE AUTHORITY
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-02-520-775	O&M Permits & Licensing	0.00	6,000.00	0.00	691.00	0.00	5,309.00	12
01-03-600-001	Bond Debt (Principal)	0.00	45,550.00	0.00	11,847.45	0.00	33,702.55	26
01-03-600-002	Bond Debt (Interest)	0.00	5,925.00	0.00	2,660.00	0.00	3,265.00	45
	OPERATING FUND Expend Total	228,135.50	4,578,500.00	286,346.09	1,681,257.65	0.00	2,897,242.35	36
Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	OPERATING FUND	35,306.17	230.21-	3,458,818.99	228,135.50	286,346.09	1,681,257.65	1,777,561.34

Superintendent's Report

Meeting of June 16, 2020

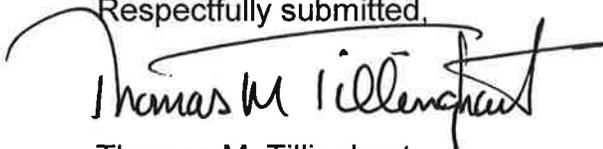
All components of the sanitary sewage collection system are operating properly.

In regular and preventative maintenance we flushed 16,322 feet of gravity sewer main. 1,182 feet was root cut and 13,668 feet was inspected using our CCTV equipment. We performed 193 utility mark outs. We responded to 37 calls for service. The call breakdown is as follows:

Main Line stoppages:	2
Vent stoppages:	12
Station alarms:	7
Miscellaneous services:	16

We returned to our normal operations schedule effective May 18, 2020. We are using the recommended personal protective equipment and maintaining the proper social distancing whenever possible including assigning one (1) employee per vehicle. We continue our "No Public Contact" protocol. No operations employees are reporting any illness nor is anyone showing any symptoms.

Respectfully submitted,



Thomas M. Tillinghast
Superintendent

As there were no items of personnel or litigation, Mr. Lutz requested a motion to adjourn. Mr. Schofield moved to adjourn, seconded by Mr. Ellis. All present via teleconference consented by saying aye.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Bill Orth", is written over a horizontal line. The signature is stylized and cursive.

Bill Orth, Secretary