

Meeting of July 21, 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. Pennestri, seconded by Mr. Ellis and carried to close the public portion.

The minutes of the meeting June 16, 2020 were presented for approval. A motion was made by Mr. Archible, seconded by Mr. Ellis 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 \$451,011.08.

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

See Bill List Attached

**JULY 21, 2020**

**PENNSAUKEN SEWERAGE AUTHORITY**

**MEETING FIGURE:**

**\$451,011.08**

Range of Checking Accts: OPER MAN WIRE to OPERATING      Range of Check Dates: 06/17/20 to 07/21/20  
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			
1064	06/23/20	PAYROLL PAYROLL ACCOUNT	36,880.99	06/30/20	2409
1065	06/30/20	PAYROLL PAYROLL ACCOUNT	71,347.47	06/30/20	2411
1066	07/07/20	PAYROLL PAYROLL ACCOUNT	38,460.40		2413
1067	07/14/20	PAYROLL PAYROLL ACCOUNT	42,391.19		2415
1068	07/21/20	PAYROLL PAYROLL ACCOUNT	37,639.61		2417

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	5	0	226,719.66	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	5	0	226,719.66	0.00

OPERATING	OPERATING ACCOUNT	Amount Paid	Ref Num
29559	07/21/20 7OIL 7 OIL COMPANY INC	1,070.17	2419
29560	07/21/20 ABCON AB-CON EXTERMINATING INC.	30.00	2419
29561	07/21/20 ADVANCE ADVANCE AUTO PARTS	160.35	2419
29562	07/21/20 BELSITOR RICHARD J BELSITO	289.20	2419
29563	07/21/20 BLACKBRN BLACKBURN MFG COMPANY	619.71	2419
29564	07/21/20 BOWMAN BOWMAN & COMPANY, LLP	4,450.00	2419
29565	07/21/20 BP BP ENVIRONMENTAL SERVICES, INC	585.00	2419
29566	07/21/20 BURLTIME BURLINGTON COUNTY TIMES	33.80	2419
29567	07/21/20 CANON CANON SOLUTIONS AMERICA, INC.	234.60	2419
29568	07/21/20 COMCAST COMCAST	340.46	2419
29569	07/21/20 COURIER COURIER POST - DAILY JOURNAL	38.80	2419
29570	07/21/20 CUMMINGS JAMES J. CUMMINGS, JR.	190.70	2419
29571	07/21/20 D AND D D & D ADVERTISING	108.00	2419
29572	07/21/20 DELTA DELTA DENTAL OF NJ, INC.	3,044.60	2419
29573	07/21/20 DIGITAL DIGITAL VOICE & DATA CO., INC.	220.00	2419
29574	07/21/20 DOYLE James J. Doyle	144.60	2419
29575	07/21/20 EVOQUA EVOQUA WATER TECHNOLOGIES LLC	1,975.00	2419
29576	07/21/20 GAGE-IT GAGE-IT, INC.	103.55	2419
29577	07/21/20 GALETON GALETON, INC.	275.72	2419
29578	07/21/20 GENCHEM GENERAL CHEMICAL & SUPPLY INC	250.50	2419
29579	07/21/20 GRAINGER GRAINGER	337.63	2419
29580	07/21/20 GROVE GROVE SUPPLY, INC.	478.37	2419
29581	07/21/20 HAINESPO HAINESPORT ENTERPRISES INC	375.00	2419
29582	07/21/20 INGRAM WILLIAM INGRAM	144.60	2419
29583	07/21/20 JAYSTIRE JAY'S TIRE SERVICE LLC	155.00	2419
29584	07/21/20 JKRAMER JOSEPH KRAMER	144.60	2419
29585	07/21/20 LOUGHERY BERNADETTE A LOUGHERY	144.60	2419
29586	07/21/20 LUTHMAN DAVID A. LUTHMAN	1,516.67	2419
29587	07/21/20 MACANANY PATRICIA MACANANY	308.05	2419
29588	07/21/20 MCALLIST PRINCETON FUEL OIL	145.00	2419
29589	07/21/20 MM Municipal Maintenance Co. Inc.	162,723.08	2419
29590	07/21/20 MOWER THE MOWER SHOP LLC	43.30	2419
29591	07/21/20 NJAMERWA NEW JERSEY AMERICAN WTR CO INC	154.37	2419
29592	07/21/20 NJAWSTA NEW JERSEY AMERICAN WATER	114.22	2419
29593	07/21/20 NORTHAME NORTH AMERICAN PIPELINE SVC	7,400.00	2419
29594	07/21/20 OCC ONE CALL CONCEPTS, INC.	341.77	2419
29595	07/21/20 ORTH WILLIAM ORTH	159.34	2419

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		OPERATING ACCOUNT	Continued		
29596	07/21/20	PDOYLE PATRICK J. DOYLE	144.60		2419
29597	07/21/20	PFLUGFEL DEBORAH PFLUGFELDER	144.60		2419
29598	07/21/20	PLATINUM PLATINUM SPECIALTY SERVICES	4,800.00		2419
29599	07/21/20	PRINT PRINT AND MAIL COMMUNICATIONS	1,848.30		2419
29600	07/21/20	PSEG PUBLIC SERVICE ELEC & GAS CO.	15,559.29		2419
29601	07/21/20	R ORTH ORTH, REGINA	289.20		2419
29602	07/21/20	REPUBLIC REPUBLIC SERVICES OF NJ, LLC	205.39		2419
29603	07/21/20	RINGRAM RICHARD INGRAM	144.60		2419
29604	07/21/20	SAR SAR AUTOMOTIVE EQUIPMENT	4,720.00		2419
29605	07/21/20	SCHWER SCHWERING HARDWARE, INC.	242.29		2419
29606	07/21/20	SPECIAL SPECIALTY GRAPHICS LLC	540.00		2419
29607	07/21/20	STEWART STEWART BUSINESS SYSTEMS	75.35		2419
29608	07/21/20	SYSTEM4 SYSTEM 4	312.00		2419
29609	07/21/20	TM T & M ASSOCIATES	1,061.05		2419
29610	07/21/20	TWPENN TOWNSHIP OF PENNSAUKEN	475.00		2419
29611	07/21/20	UNIFIRST UNIFIRST FIRST AID CORP	193.38		2419
29612	07/21/20	UNUM UNUM LIFE INSUR CO OF AMERICA	1,512.84		2419
29613	07/21/20	VALLETT RICHARD B. VALLETT, JR.	825.00		2419
29614	07/21/20	VERIZOFF VERIZON	1,175.42		2419
29615	07/21/20	VERIZON VERIZON WIRELESS	628.66		2419
29616	07/21/20	WBMASON W.B. MASON CO., INC.	445.31		2419
29617	07/21/20	WESTMONT WESTMONT HARDWARE, INC.	26.53		2419
29618	07/21/20	WORKNET WORKNET	72.25		2419
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	60	0	224,291.42	0.00
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	60	0	224,291.42	0.00
Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	65	0	451,011.08	0.00
	Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
	Total:	65	0	451,011.08	0.00

Approval of Utility Bill Adjustment Nos. 3437, 3739, 3440, 3446, 3447, 3448, 3453, 3454 and 3460 were presented.

Mr. Archible moved for the approval of adjustments and Mr. Ellis 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. 20-26 Authorizing an Emergency Procurement of Services from North American Pipeline Services, Inc.

Mr. Archible moved for the approval of Resolution No. 20-26 and Mr. Ellis seconded the motion. All Commissioners responded via teleconference their approval of the Resolution.

See Resolution No. 20-26

- B. Resolution No. 20-27 Authorizing Change Order No. 20-01 Regarding the 2020 Annual Emergency Pump Station Repairs Contract with Municipal Maintenance No. 20-02

Mr. Archible moved for the approval of Resolution No. 20-27 and Mr. Ellis seconded the motion. All Commissioners responded via teleconference their approval of the Resolution.

See Resolution No. 20-27

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. 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

June 17, 2020  
10:19 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	6 Flat:	77.25-	Exc:	0.00	Ref Num:	3437
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	6 Flat:	77.25-	Exc:	0.00	Total Updated:	77.25-

---

June 17, 2020  
10:18 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
Name													
41475000-0 GERSHEY, THOMAS	Sewer	S10	B	20	2	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		06/17/20	1
41475000-0 GERSHEY, THOMAS	Sewer	S11	B	20	2	25.75	0.00	25.75	CHG TO S11, SR RATE	N		06/17/20	2
41475000-0 GERSHEY, THOMAS	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		06/17/20	3
41475000-0 GERSHEY, THOMAS	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11, SR RATE	N		06/17/20	4
41475000-0 GERSHEY, THOMAS	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		06/17/20	5
41475000-0 GERSHEY, THOMAS	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11, SR RATE	N		06/17/20	6

June 25, 2020  
10:27 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	6 Flat:	77.25-	Exc:	0.00	Ref Num:	3439
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	6 Flat:	77.25-	Exc:	0.00	Total Updated:	77.25-

---

June 25, 2020  
10:26 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
50879000-0 SCIALABBA, VINCENT	Sewer	S10	B	20	2	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	1
50879000-0 SCIALABBA, VINCENT	Sewer	S11	B	20	2	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	2
50879000-0 SCIALABBA, VINCENT	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	3
50879000-0 SCIALABBA, VINCENT	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	4
50879000-0 SCIALABBA, VINCENT	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	5
50879000-0 SCIALABBA, VINCENT	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	6

June 25, 2020  
02:47 PM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	6 Flat:	77.25-	Exc:	0.00	Ref Num:	3440
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	6 Flat:	77.25-	Exc:	0.00	Total Updated:	77.25-

---

June 25, 2020  
02:45 PM

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
51146000-0	Sewer	S10	B	20	2	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	1
DESHIELDS, VIOLA													
51146000-0	Sewer	S11	B	20	2	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	2
DESHIELDS, VIOLA													
51146000-0	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	3
DESHIELDS, VIOLA													
51146000-0	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	4
DESHIELDS, VIOLA													
51146000-0	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/25/20	5
DESHIELDS, VIOLA													
51146000-0	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/25/20	6
DESHIELDS, VIOLA													



June 29, 2020  
09:31 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	4 Flat:	51.50- Exc:	0.00	Ref Num:	3446
	Updated Deductions:	0 Flat:	0.00 Exc:	0.00		
	Total Entries:	4 Flat:	51.50- Exc:	0.00	Total Updated:	51.50-

---

June 29, 2020  
09:30 AM

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

Page No: 1

---

Batch Id: CINDY

---

Account Id Name	Service	Code	Type	Yr	Prd	Flat	Excess	Total	Descript	Prorate	Flag	Date	Seq
11171000-0 SALES, RAMON	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		06/29/20	1
11171000-0 SALES, RAMON	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11, SR RATE	N		06/29/20	2
11171000-0 SALES, RAMON	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		06/29/20	3
11171000-0 SALES, RAMON	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11, SR RATE	N		06/29/20	4

June 29, 2020  
10:00 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	4 Flat:	51.50-	Exc:	0.00	Ref Num:	3447
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	4 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

---

June 29, 2020  
09:58 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
40070002-0 COLES, JANICE	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/29/20	1
40070002-0 COLES, JANICE	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/29/20	2
40070002-0 COLES, JANICE	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/29/20	3
40070002-0 COLES, JANICE	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/29/20	4

June 29, 2020  
10:25 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	4 Flat:	51.50-	Exc:	0.00	Ref Num:	3448
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	4 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

---

June 29, 2020  
10:24 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
41271000-0	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/29/20	1
LEVA, CATHERINA													
41271000-0	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/29/20	2
LEVA, CATHERINA													
41271000-0	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		06/29/20	3
LEVA, CATHERINA													
41271000-0	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		06/29/20	4
LEVA, CATHERINA													

July 7, 2020  
03:34 PM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	4 Flat:	51.50-	Exc:	0.00	Ref Num:	3453
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	4 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

---

July 7, 2020  
03:33 PM

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
Name													
20819000-0 ROSE, MARY	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		07/07/20	1
20819000-0 ROSE, MARY	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		07/07/20	2
20819000-0 ROSE, MARY	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		07/07/20	3
20819000-0 ROSE, MARY	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		07/07/20	4



July 21, 2020  
08:09 AM

PENNSAUKEN SEWERAGE AUTHORITY  
Utility Bill Adjustment Batch Update Report

Page No: 1

---

Batch: CINDY	Updated Billings:	4 Flat:	51.50-	Exc:	0.00	Ref Num:	3460
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	4 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

---

July 21, 2020  
08:08 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
10927000-0 PELLEGRINI, LAWRENCE	Sewer	S10	B	20	3	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		07/21/20	1
10927000-0 PELLEGRINI, LAWRENCE	Sewer	S11	B	20	3	25.75	0.00	25.75	CHG TO S11 SR RATE	N		07/21/20	2
10927000-0 PELLEGRINI, LAWRENCE	Sewer	S10	B	20	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		07/21/20	3
10927000-0 PELLEGRINI, LAWRENCE	Sewer	S11	B	20	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		07/21/20	4

**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY  
AUTHORIZING AN EMERGENCY PROCUREMENT OF  
SERVICES FROM NORTH AMERICAN PIPELINE SERVICES, INC.**

**WHEREAS**, the Pennsauken Sewerage Authority (“PSA”) has met in regular session on July 21, 2020;  
and

**WHEREAS**, PSA received a report from Superintendent Thomas Tillinghast regarding an emergency which resulted in a danger to the public and which required immediate attention; and

**WHEREAS**, specifically there was catastrophic failure of the sanitary sewer main in the 1900 block of 43<sup>rd</sup> Street, which caused a large sink hole that presented a danger to the public; and

**WHEREAS**, PSA personnel were unable to resolve this problem requiring immediate attention of a qualified outside vendor; and

**WHEREAS**, the Superintendent was able to procure the required services and materials from North American Pipeline Services, Inc., at an approximate cost of Sixty-Three Thousand Five Hundred Ninety-Eight Dollars and Forty Cents (\$65,598.40); and

**WHEREAS**, *N.J.S.A. 40A:11-6*, specifically authorizes an award without public bidding in this circumstance and the Superintendent having advised the Executive Director of the need to take this action which was reported to the Department of Community Affairs, Division of Local Government Services.

**NOW, THEREFORE, BE IT RESOLVED**, an award of an emergency contract to North American Pipeline Services, Inc., for the work described herein is hereby authorized and ratified.

  
\_\_\_\_\_  
Bill Orth Secretary

**ROLL CALL:**

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

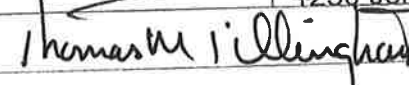
**ADOPTED: July 21, 2020**

## N.J. Division of Local Government Services

### EMERGENCY PROCUREMENT REPORT

This report is to be filed by the contracting agent of the public agency with the Director of the Division of Local Government Services within 30 days of the date the emergency contract was issued. Please provide the necessary information to satisfactorily complete the report. Refer to the Instructions accompanying this form and the statutory and regulatory citations on the reverse of this form.

This form is designed to be completed using Microsoft Word; if not completed that way, please print it out.

1. Name of Public Agency:	Pennsauken Sewerage Authority	County:	Camden
2. Date Emergency occurred:	7/10/2020	Time emergency occurred:	5:15 PM
3. Date emergency declared:	7/10/2020	Time emergency declared:	5:25 PM
4. Agency/department responsible for determining there was an emergency:	Pennsauken Sewerage Authority		
5. Name and title of the official in charge of that agency:	William Orth, Executive Director		
6. Describe the condition or circumstance pertaining to the emergency (attach additional sheets if necessary): Catastrophic failure of the sanitary sewer main in the 1900 block of 43rd Street in the Township of Pennsauken. The failure caused a sink hole approximately 30 feet in diameter and posed a threat to the public health. Because of the lead time required to secure the materials required to repair the damage it was not possible to put the project out to bid.			
7. Name and title of the individual who determined the matter was an emergency and authorized award of contract(s):	Thomas M. Tillinghast, Superintendent		
8. The total (or estimated) cost of providing the goods or performing services was:	\$ 63,598.40		
9. List the names the contractors/suppliers receiving 25% or more of the contracts awarded under the emergency:			
North American Pipeline Services Inc.			
10. When was the notification reduced to writing and filed with the purchasing agent?			7/14/2020
11. Has the public agency adopted a "chain of command" procedure pursuant to N.J.A.C.5:34-6.1?			Yes
This report was completed by (name and title):			
Thomas M Tillinghast, Superintendent			
Name and Address of agency contact person:		Thomas M. Tillinghast, Superintendent 1250 John Tipton Blvd. Pennsauken, NJ 08110	
Signature:			Date: 7/14/2020

Submit by mail or fax to:

Director, Division of Local Government Services  
P.O. Box 803  
Trenton, New Jersey 08625-0803

Fax: 609-633-6243



**RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY (“PSA”)  
AUTHORIZING CHANGE ORDER NO. 20-01 REGARDING THE 2020 ANNUAL EMERGENCY  
PUMP STATION REPAIRS CONTRACT WITH MUNICIPAL MAINTENANCE NO. 20-02**

**WHEREAS**, PSA adopted a Resolution on January 14, 2020 to award a contract for Annual Emergency Pump Station Repairs based upon a response to requests for bids; and

**WHEREAS**, the bid supplied by Municipal Maintenance (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 2020 Annual Emergency Pump Station Repairs contract was in the total amount of One Hundred Seventy-Four, Seventy-Five Dollars (\$174,075.00); and

**WHEREAS**, total invoiced for work performed to date under this contract is One Hundred Forty-Three Thousand Nine Hundred Seventy-Nine Dollars and Fifty-Eight Cents (\$143,979.58); 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 is estimated by the Authority.

**NOW, THEREFORE, BE IT RESOLVED**, that PSA approves Change Order No. 20-01 to increase the amount set forth in the 2020 Annual Emergency Pump Station Repairs Contract, from a not to exceed

amount of One Hundred Seventy-Four Thousand, Seventy-Five Dollars (\$174,075.00) to an amount of Three Hundred Twenty-Four Thousand, Seventy-Five Dollars (\$324,075.00).



---

Bill Orth, Secretary

**ROLL CALL:**

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

**ADOPTED: July 21, 2020**

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

<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	\$ 143,881.87	\$ 1,628,582.24	\$ -	\$ 2,654,427.43
4004 COMMERCIAL	1,480,000.00	\$ 38,010.65	\$ 745,882.05		\$ 735,376.80
4005 PENALTY	40,000.00	\$ 5,996.14	\$ 21,755.35		\$ 26,962.78
4002 MERCH	205,000.00	\$ 100,697.25	\$ 100,697.25	\$ 100,697.25	\$ 100,697.25
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	\$ 753.63	\$ 3,829.75		\$ 3,829.75
4014 TRUSTEE INT	15,000.00	\$ 0.80	\$ 6,147.13		\$ 6,147.13
4016 PERMITS (RES)	5,000.00	\$ 200.00	\$ 18,840.00		\$ 18,840.00
4019 PERMITS (COMM)	80,000.00	\$ 200.00	\$ 9,358.14		\$ 9,358.14
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	-				
<b>TOTALS</b>	<b>4,578,500.00</b>	<b>289,740.34</b>	<b>2,540,123.30</b>	<b>100,697.25</b>	<b>3,560,670.67</b>
		<b>BUDGET</b>	<b>MTD</b>	<b>YTD</b>	<b>REMARKS</b>
ASSETS/CAPITAL		\$ 195,000.00	\$ -	\$ 22,383.12	

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,765,552.60
PAYROLL	\$453.74
REVENUE	\$ 11.06
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 56,262.97
R & R	\$ 268,127.56
GENERAL	\$ 259,404.19

**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  
157,665.81 Money Market

Revenue Account Range: 01-00-410-001 to 01-00-430-001 Include Non-Anticipated: Yes Year To Date As of: 06/30/20  
 Expend Account Range: 01-01-510-501 to 01-03-600-003 Include Non-Budget: Yes Current Period: 06/01/20 to 06/30/20  
 Print Zero YTD Activity: No Prior Year: 06/01/19 to 06/30/19

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	381.75	2,700,000.00	3,630.00	2,658,057.43	0.00	41,942.57-	98
01-00-410-002	Merchantville	0.00	205,000.00	100,697.25	100,697.25	0.00	104,302.75-	49
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	62,571.41	1,480,000.00	39,063.89	774,440.69	0.00	705,559.31-	52
01-00-410-005	A/R Penalty	3,182.97	40,000.00	6,880.41	33,843.19	0.00	6,156.81-	85
01-00-415-001	Permits- Residential	400.00	5,000.00	200.00	18,840.00	0.00	13,840.00-	377
01-00-415-002	Permits - Commercial	0.00	80,000.00	200.00	9,358.14	0.00	70,641.86-	12
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	823.60	5,000.00	753.63	3,829.75	0.00	1,170.25-	77
01-00-425-002	Interest from Trustee Accounts	352.07	15,000.00	0.80	6,147.13	0.00	8,852.87-	41
	OPERATING REVENUES Revenue Total	67,711.80	4,578,500.00	151,425.98	3,610,244.97	0.00	968,255.03-	79

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-501	ADMIN PSA Management	24,940.00	286,000.00	21,656.00	140,575.30	0.00	145,424.70	49
01-01-510-502	ADMIN Office Staff	23,381.80	295,000.00	22,576.00	147,024.91	0.00	147,975.09	50
01-01-510-503	ADMIN: Commissioners	1,500.00	18,000.00	1,500.00	9,000.00	0.00	9,000.00	50
01-01-510-600	ADMINISTRATION FRINGE BENEFITTS	0.00	0.00	0.00	0.00	0.00	0.00	0
01-01-510-601	ADMIN: PERS/Employers Liablt	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	3,068.68	51,000.00	4,612.36	24,584.80	0.00	26,415.20	48
01-01-510-603	ADMIN: SUI/SOI/FLI	217.17	4,000.00	83.04-	3,200.76	0.00	799.24	80
01-01-510-604	ADMIN: Hospital Benefits	605.69	145,000.00	18,682.26	67,968.74	0.00	77,031.26	47
01-01-510-605	ADMIN: Vision, Dental & Rx	2,610.17	54,500.00	5,567.82	25,645.24	0.00	28,854.76	47
01-01-510-607	ADMIN: Sick/Vac Payback	0.00	68,000.00	4,808.00	31,898.00	0.00	36,102.00	47
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	9,100.02	0.00	10,899.98	46
01-01-510-722	ADMIN: Audit	33,500.00	37,000.00	0.00	27,500.00	0.00	9,500.00	74
01-01-510-723	ADMIN: Other Professional Fees	75.00	20,000.00	212.50	1,350.00	0.00	18,650.00	7
01-01-510-736	ADMIN: Public Officials Liab.	0.00	10,000.00	0.00	8,409.00	0.00	1,591.00	84
01-01-510-750	ADMIN: Office Supplies & Expense	230.40	15,000.00	520.56	3,309.81	0.00	11,690.19	22
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: Advertising & Printing	0.00	15,000.00	72.60	462.82	0.00	14,537.18	3

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-753	ADMIN: Telephone	1,466.59	20,000.00	1,548.01	9,199.41	0.00	10,800.59	46
01-01-510-754	ADMIN: Miscellaneous Exp	0.00	3,000.00	0.00	166.15	0.00	2,833.85	6
01-01-510-755	ADMIN: Service Contracts	304.57	25,000.00	230.99	11,004.94	0.00	13,995.06	44
01-01-510-756	ADMIN: Equipment Rental	0.00	3,500.00	0.00	1,494.00	0.00	2,006.00	43
01-01-510-757	ADMIN: Building Utilities	2,583.99	25,000.00	1,541.97	9,851.09	0.00	15,148.91	39
01-01-510-758	ADMIN: Building Exp. & Repairs	732.23	25,000.00	481.99	3,909.69	0.00	21,090.31	16
01-01-510-759	ADMIN: Financial Exp	0.00	2,000.00	0.00	1,595.00	0.00	405.00	80
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	2,236.89	10,000.00	832.00	4,978.12	0.00	5,021.88	50
01-01-510-763	ADMIN: Civic Involvement	0.00	182,500.00	0.00	32,500.00	0.00	150,000.00	18
01-02-520-500	COST OF SERVICE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-02-520-505	&&&: Union salaries	94,305.59	1,065,000.00	76,620.56	503,759.32	0.00	561,240.68	47
01-02-520-506	&&&: Management salaries	19,380.00	210,000.00	15,816.00	102,771.00	0.00	107,229.00	49
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	&&&: PERS	0.00	110,000.00	0.00	104,518.00	0.00	5,482.00	95
01-02-520-602	&&&: FICA/SOCIAL SECURITY/MEDICARE	6,634.26	105,000.00	8,461.70	44,724.50	0.00	60,275.50	43
01-02-520-603	&&&: SUI/SDI/FI	658.74	6,000.00	107.52	6,003.70	0.00	3.70-	100
01-02-520-604	&&&: Hospitalization Benefits	322.70	320,000.00	42,365.24	149,291.38	0.00	170,708.62	47
01-02-520-605	&&&: Vision, Dental & Rx	5,409.96	119,500.00	12,266.40	55,810.44	0.00	63,689.56	47
01-02-520-607	&&&: Sick/vac Payback	0.00	104,000.00	0.00	6,294.00	0.00	97,706.00	6
01-02-520-608	&&&: Uniform Exp.	0.00	8,000.00	540.00	2,500.89	0.00	5,499.11	31
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	&&&: Engineer Fees	9,147.50	60,000.00	0.00	1,302.25	0.00	58,697.75	2
01-02-520-731	&&&: General Liability/Auto Ins	0.00	27,500.00	0.00	29,624.00	0.00	2,124.00-	108
01-02-520-732	&&&: Worker's Comp Insurance	0.00	53,000.00	0.00	58,003.00	0.00	5,003.00-	109
01-02-520-733	&&&: Property/Insurance	0.00	55,000.00	0.00	25,639.00	0.00	29,361.00	47
01-02-520-735	&&&: Fund Expense (JIF)	0.00	10,000.00	0.00	4,263.00	0.00	5,737.00	43
01-02-520-741	&&&: Uninsured liabilities	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
01-02-520-755	&&&: Service Contracts	1,810.00	30,000.00	1,975.00	10,260.00	0.00	19,740.00	34
01-02-520-764	&&&: Station Utilities	26,552.24	175,000.00	13,748.14	70,432.51	0.00	104,567.49	40
01-02-520-765	&&&: Trash Removal	0.00	10,000.00	790.39	2,521.98	0.00	7,478.02	25
01-02-520-766	&&&: Oper & Maint Expense	1,854.45	45,000.00	1,457.39	9,432.86	0.00	35,567.14	21
01-02-520-767	&&&: Safety Expense	0.00	5,000.00	189.56	2,600.63	0.00	2,399.37	52
01-02-520-768	&&&: Landscaping	125.86	5,000.00	672.40	1,517.44	0.00	3,482.56	30
01-02-520-769	&&&: Vehicle & Repair Exp	6,393.03	20,000.00	5,117.67	9,498.99	0.00	10,501.01	47
01-02-520-770	&&&: Fuel/Tools/Mileage Exp	75.90	30,000.00	4,836.66	4,889.06	0.00	25,110.94	16
01-02-520-771	&&&: Collection System Expense	5,982.89	75,000.00	2,560.39	25,623.81	0.00	49,376.19	34
01-02-520-772	&&&: Emergency Repairs	0.00	200,000.00	13,333.00	32,354.00	0.00	167,646.00	16
01-02-520-773	&&&: Emergency Station Repairs	18,201.88	200,000.00	0.00	401.25	0.00	199,598.75	0
01-02-520-774	&&&: Chemicals	0.00	8,025.00	0.00	0.00	0.00	8,025.00	0

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	295,824.85	4,578,500.00	287,134.71	1,968,392.36	0.00	2,610,107.64	43
Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	OPERATING FUND	67,711.80	151,425.98	3,610,244.97	295,824.85	287,134.71	1,968,392.36	1,641,852.61

## Superintendent's Report

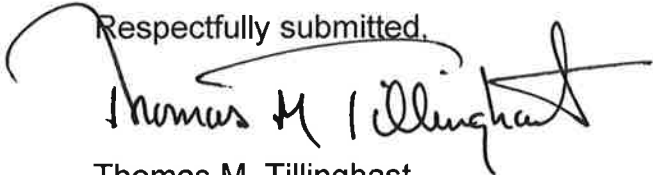
Meeting of July 21, 2020

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

In regular and preventative maintenance we flushed 19,149 feet of gravity sewer main. 1,220 feet was root cut and 10,650 feet was inspected using our CCTV equipment. We performed 283 utility mark outs. We responded to 52 calls for service. The call breakdown is as follows:

Main Line stoppages:	0
Vent stoppages:	15
Station alarms:	16
Miscellaneous services:	21

Respectfully submitted,



Thomas M. Tillinghast  
Superintendent

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

Respectfully submitted,



Bill Orth, Secretary