

The Chairman, Mr. Lutz, 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. Lutz stated meeting Notice has been given to the Courier Post and the Burlington County Times Newspapers and posted at the Pennsauken Municipal Building and the Pennsauken Sewerage Authority in accordance with the Sunshine Law.

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

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

Also present were:

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

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

The minutes of the meeting of August 21, 2018 were presented for approval.

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

The Chairman stated the amount of bills to be paid tonight is\$294,927.19

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

See Bill List Attached

Utility Bill Adjustment #'s 3030 and 3039 and Utility Balance Adjustment #'s 15742, 15792, and 15870 were presented.

SEPTEMBER 18, 2018

PENNSAUKEN SEWERAGE AUTHORITY

MEETING FIGURE:

\$294,927.19

Range of Checking Accts: OPER MAN WIRE to OPERATING Range of Check Dates: 08/22/18 to 09/18/18
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			
969	08/28/18	PAYROLL PAYROLL ACCOUNT	77,378.82	08/31/18	2165
970	09/04/18	PAYROLL PAYROLL ACCOUNT	34,554.15		2167
971	09/11/18	PAYROLL PAYROLL ACCOUNT	37,633.22		2170
972	09/18/18	PAYROLL PAYROLL ACCOUNT	34,506.52		2172

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	4	0	184,072.71	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	0	184,072.71	0.00

OPERATING	OPERATING ACCOUNT	Amount Paid	Ref Num
28236	09/18/18 90001000 UNITED GAS C STORE	890.65	2174
28237	09/18/18 90297005 WILLIAM BROWN IRREVOCABLE TRST	300.50	2174
28238	09/18/18 ABCON AB-CON EXTERMINATING INC.	30.00	2174
28239	09/18/18 BELSITOR RICHARD J BELSITO	92.20	2174
28240	09/18/18 BLACKBRN BLACKBURN MFG COMPANY	388.44	2174
28241	09/18/18 CANON CANON SOLUTIONS AMERICA, INC.	209.12	2174
28242	09/18/18 CARQUEST CARQUEST AUTO PARTS	82.97	2174
28243	09/18/18 CCMUA CAMDEN COUNTY MUA	88.00	2174
28244	09/18/18 CINTAS CINTAS FIRST AID & SAFETY	231.39	2174
28245	09/18/18 COMCAST COMCAST	313.18	2174
28246	09/18/18 CUMMINGS JAMES J. CUMMINGS, JR.	46.10	2174
28247	09/18/18 DELTA DELTA DENTAL OF NJ, INC.	4,219.54	2174
28248	09/18/18 EVOQUA EVOQUA WATER TECHNOLOGIES LLC	43,509.00	2174
28249	09/18/18 GROVE GROVE SUPPLY, INC.	85.10	2174
28250	09/18/18 INGRAM WILLIAM INGRAM	46.10	2174
28251	09/18/18 JKRAMER JOSEPH KRAMER	46.10	2174
28252	09/18/18 KONE KONECRANES, INC.	750.00	2174
28253	09/18/18 LOUGHERY BERNADETTE A LOUGHERY	46.10	2174
28254	09/18/18 LUTHMAN DAVID A. LUTHMAN	1,516.67	2174
28255	09/18/18 MACANANY PATRICIA MACANANY	308.05	2174
28256	09/18/18 MM Municipal Maintenance Co. Inc.	5,201.98	2174
28257	09/18/18 MOWER THE MOWER SHOP	44.77	2174
28258	09/18/18 MPWC MPWC	1,380.00	2174
28259	09/18/18 NJAMERWA NEW JERSEY AMERICAN WTR CO INC	251.96	2174
28260	09/18/18 NJAWSTA NEW JERSEY AMERICAN WATER	77.66	2174
28261	09/18/18 NJBOILER COMMISSIONER OF LABOR	40.00	2174
28262	09/18/18 NORLAB NORLAB, INC	227.00	2174
28263	09/18/18 OCC ONE CALL CONCEPTS, INC.	370.00	2174
28264	09/18/18 ORTH WILLIAM ORTH	159.34	2174
28265	09/18/18 PDOYLE PATRICK J. DOYLE	46.10	2174
28266	09/18/18 PSEG PUBLIC SERVICE ELEC & GAS CO.	15,190.99	2174
28267	09/18/18 R ORTH ORTH, REGINA	46.10	2174
28268	09/18/18 REPUBLIC REPUBLIC SERVICES OF NJ, LLC	188.38	2174
28269	09/18/18 RINGRAM RICHARD INGRAM	46.10	2174
28270	09/18/18 SAR SAR AUTOMOTIVE EQUIPMENT	20,494.00	2174
28271	09/18/18 SCHWER SCHWERING HARDWARE, INC.	181.47	2174
28272	09/18/18 STEWART STEWART BUSINESS SYSTEMS	66.65	2174
28273	09/18/18 SYSTEM4 SYSTEM 4	312.00	2174
28274	09/18/18 TIRE TIRE WORLD	10.00	2174

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING	OPERATING ACCOUNT	Continued			
28275	09/18/18	TRISTATE TRI STATE ENVIRONMENTAL SVCS	1,238.72		2174
28276	09/18/18	TWPPENN TOWNSHIP OF PENNSAUKEN	1,860.90		2174
28277	09/18/18	UNUM UNUM LIFE INSUR CO OF AMERICA	1,343.39		2174
28278	09/18/18	USPOST UNITED STATES POSTAL SERVICE	5,000.00		2174
28279	09/18/18	VALLETT RICHARD B. VALLETT, JR.	1,050.00		2174
28280	09/18/18	VERIZOFF VERIZON	1,631.17		2174
28281	09/18/18	WBMASON W.B. MASON CO., INC.	1,112.59		2174
28282	09/18/18	WORKNET WORKNET	84.00		2174
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	47	0	110,854.48	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>47</u>	<u>0</u>	<u>110,854.48</u>	<u>0.00</u>
Report Totals					
	Checks:	51	0	294,927.19	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>51</u>	<u>0</u>	<u>294,927.19</u>	<u>0.00</u>

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

See Journals Attached

The Chairman moved to Old Business.

There was no old business.

The Chairman moved to New Business.

- A. Approval of amendment to Policy 1.32 of the PSA Policy & Procedures Manual – Use of Cellular Phones and/or Personal Electronic Devices is Prohibited

A motion was made by Mr. Schofield approving the amendment to Policy 1.32 of the PSA Policy & Procedures Manual. Mr. Ellis seconded it. On roll call all commissioners present voted yes.

See Amendment to Policy 1.32

- B. Approval of new Policy 1.45 of the Policy & Procedures Manual – Accommodation for and Protection Against Discrimination of Employees Breastfeeding a Child

A motion was made by Mr. Schofield approving the new Policy 1.45 of the PSA Policy & Procedures Manual. Mr. Archible seconded it. On roll call all commissioners present voted yes.

See Policy 1.45

- C. Resolution No. 18-29 Authorizing the Execution of an Amended Agreement with Commissioner of Transportation of the State of New Jersey in Connection with the Design and Construction of Route 70/38 to Cropwell Road

A motion was made by Mr. Archible authorizing execution of the amended agreement. Mr. Ellis seconded it. On roll call all commissioners present voted yes.

See Resolution No. 18-29

- D. Authorization to void Miscellaneous Invoice #4952 dated 11/9/15 sent to State of New Jersey/Department of Transportation in the amount of \$83.92

A motion was made by Mr. Archible authorizing Invoice #4952 in the amount of \$83.92 be voided. Mr. Schofield seconded it. On roll call all commissioners present voted yes.

See Invoice #4952 – Voided

August 31, 2018
11:43 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:	3030
	Updated Deductions:	0 Flat:	0.00	Exc:	0.00		
	Total Entries:	4 Flat:	51.50-	Exc:	0.00	Total Updated:	51.50-

August 31, 2018
11:39 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
60653000-0 APPLETON, RONALD	Sewer	S10	B	18	3	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		08/31/18	1
60653000-0 APPLETON, RONALD	Sewer	S11	B	18	3	25.75	0.00	25.75	CHG TO S11, SR RATE	N		08/31/18	2
60653000-0 APPLETON, RONALD	Sewer	S10	B	18	4	51.50-	0.00	51.50-	CHG TO S11, SR RATE	N		08/31/18	3
60653000-0 APPLETON, RONALD	Sewer	S11	B	18	4	25.75	0.00	25.75	CHG TO S11, SR RATE	N		08/31/18	4

September 12, 2018
11:21 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Bill Adjustment Batch Update Report

Page No: 1

Batch: CINDY	Updated Billings:	2 Flat:	25.75- Exc:	0.00	Ref Num:	3039
	Updated Deductions:	0 Flat:	0.00 Exc:	0.00		
	Total Entries:	2 Flat:	25.75- Exc:	0.00	Total Updated:	25.75-

September 12, 2018
11:20 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
20767000-0	Sewer	S10	B	18	4	51.50-	0.00	51.50-	CHG TO S11 SR RATE	N		09/12/18	1
LEWIS, SAMUEL													
20767000-0	Sewer	S11	B	18	4	25.75	0.00	25.75	CHG TO S11 SR RATE	N		09/12/18	2
LEWIS, SAMUEL													

August 22, 2018
09:30 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 1 Updated Principal: 72.18 Updated Penalty: 0.00 Ref Num: 15742

August 22, 2018
09:29 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							
90144045-0	Sewer	102			72.18	0.00	72.18	REFUND OVERPAYMENT	08/21/18	1
STANDARD WAREHOUSE			Refund Overpayment							

August 31, 2018
11:20 AM

PENNSAUKEN SEWERAGE AUTHORITY
Payment Batch Update/Posting Report

Page No: 1

Batch: CINDY	Updated Payments:	3	Updated Payment Amt:	154.50-	Updated Penalty:	3.85-	Ref Num: 15792
			Updated Total:	158.35-			
	Updated Revenue:	2	Updated Revenue Amt:	158.35-			

August 31, 2018
11:19 AM

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

Batch Id: CINDY Batch Type: Payment/Reversal Batch Date: 08/29/18 Sort By: Sequence

Type	Id	Name/Comment	Subseq	Cert Num	Yr/Prd	Code	Principal	Penalty	Total	Mthd	Chk	Id
	Outside Buyer	Subseq Adj Code						Install Int				
Sewer	41471000-0	QUEENSBURY, JORDON	1614.	15.	18	3 001R	51.50-	0.00	51.50-	CK	3738429890	
		Original Payment Date: 08/27/18	Payment Reference:	15758	10							
Sewer					18	2 001R	51.50-	0.77-	52.27-	CK	3738429890	
		Original Payment Date: 08/27/18	Payment Reference:	15758	9							
Sewer					18	1 001R	51.50-	3.08-	54.58-	CK	3738429890	
		Original Payment Date: 08/27/18	Payment Reference:	15758	8							
									Account 41471000-0 Total:			158.35-

September 13, 2018
11:05 AM

PENNSAUKEN SEWERAGE AUTHORITY
Utility Balance Adjustment Batch Update Report

Page No: 1

Batch: CINDY Updated Entries: 2 Updated Principal: 0.00 Updated Penalty: 3.85- Ref Num: 15870

September 13, 2018
11:04 AM

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

Page No: 1

Batch Id: CINDY

Account Id Name	Service	Adj Code	Bill Code Transaction Type	Yr Prd	Principal	Penalty	Total	Descript	Date	Seq
61140001-0 GLASSON, ROLAND	Sewer	103		18 1	0.00	3.08-	3.08-	REMOVE PENALTIES	09/13/18	1
			Balance Adjustment							
61140001-0 GLASSON, ROLAND	Sewer	103		18 2	0.00	0.77-	0.77-	REMOVE PENALTIES	09/13/18	2
			Balance Adjustment							

Policy 1.32 Use of Cellular Phones and/or Personal Electronic Devices is Prohibited.

Authority employees are prohibited from using cell phones and/or personal electronic devices at all times while on duty. This prohibition does not apply to making or receiving calls relating to Authority business or in case of an emergency. Under no circumstance will an employee use a cell phone or personal electronic device while operating Authority vehicles or equipment.

This prohibition excludes the employee lunch period.

Policy 1.45**Accommodation for and Protection Against Discrimination of Employees Breastfeeding a Child**

Employees breastfeeding a child at home will be provided with two (2) fifteen (15) minute breaks each day in addition to the lunch break for the purpose of expressing breast milk. The Authority will provide a suitable, private location in close proximity to the employee's work area for this purpose.

The Authority will not discriminate when hiring or promoting based on whether an employee is currently breastfeeding a child at home or has the potential for breastfeeding a child at home in the future.

**A RESOLUTION OF THE PENNSAUKEN SEWERAGE AUTHORITY
AUTHORIZING THE EXECUTION OF AN AMENDED AGREEMENT
WITH COMMISSIONER OF TRANSPORTATION OF THE STATE
OF NEW JERSEY IN CONNECTION WITH THE DESIGN AND
CONSTRUCTION OF ROUTE 70/38 TO CROPWELL ROAD**


WHEREAS, the Pennsauken Sewerage Authority (“PSA”) has been requested to enter an Amended Agreement (“Agreement”) with the Commissioner of Transportation of the State of New Jersey (“State”) regarding a project for the design and construction of Route 70/38 to Cropwell Road (“Project”), and

WHEREAS, the purpose of the Agreement is to provide for the construction of new and/or the protection and/or relocation and/or adjustment of existing facilities of the PSA that may be impacted by the Project; and

WHEREAS, the Agreement provides that the State will either contract for and pay for work necessary to the construction of new and/or the protection and/or relocation and/or adjustment of existing facilities of the PSA that may be impacted by the Project; or will reimburse PSA for the cost of such work if performed by PSA and that the State will reimburse PSA for other expenses incurred in connection with the Project; and

WHEREAS, the Agreement provides a means for protection of facilities of the PSA and it being in the interest of the PSA to execute same; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS the appropriate officers of the Pennsauken Sewerage Authority are hereby authorized to execute a certain Agreement with the Commissioner of Transportation as referenced herein and attached hereto



William Orth, Secretary &
Executive Director

ROLLCALL:

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

ADOPTED: September 18, 2018



Pennsauken Sewerage Authority

1250 John Tipton Blvd., Pennsauken, NJ 08110
Phone: (856) 663-5542 • Fax: (856) 663-5718
www.psewer.com • P.O. Box 518

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Don Matlack
Regional Construction Engineer
St of NJ/ DOT
1 Executive Campus
Route 70 West
Cherry Hill, NJ 08002

MISCELLANEOUS INVOICE

This number must appear on all invoices, packing lists, correspondence, etc.

NO. 4952

INVOICE DATE: 11/9/15

CUSTOMER REFERENCE NO.

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For professional services provided Engineer drawings/
blueprints of sanitary sewer system contained within area
of construction.

\$ 83.92

TOTAL

\$ 83.92

PENNSAUKEN SEWERAGE AUTHORITY

1250 JOHN TIPTON BOULEVARD
PENNSAUKEN, NJ 08110
856-663-5542 • FAX 856-663-5718

PURCHASE ORDER
No. 07-00188

Pg 1

SHIP TO:
PENNSAUKEN SEWERAGE AUTHORITY
1250 JOHN TIPTON BOULEVARD
PENNSAUKEN NJ 08110

RECEIVED:
T&M ASSOCIATES
PO BOX 828
RED BANK, NJ 07701

VENDOR #: TM

ORDER DATE: 05/10/07
REQUISITION NO:
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:

Check 19845

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	PNSA-00030 COMBINED SEWER SYS INVOICE NO. DR110368	7-01-55-910-002	371.6700	371.67
1.00	PNSA-00060 NDDOT RT 30/130 - INVOICE NO. DR110369	7-01-02-520-771	83.9200	83.92
			TOTAL	455.59

PAYMENT AUTHORIZED

CLAIMANT'S CERTIFICATION & DECLARATION

This is to certify that the above claim has been examined and the appropriation to which such charge is to be made is sufficient.

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Pro
TREASURER



Edwin J. Steck Sr. V.P.
TITLE

5/15/07
DATE

MUST BE SIGNED AND RETURNED TO RECEIVE PAYMENT

LETTER OF TRANSMITTAL

Pennsauken Sewerage Authority
 1250 John Tipton Blvd.
 Pennsauken, NJ 08110
 Telephone: (856) 663-5542
 Facsimile: (856) 663-5718

DATE November 10, 2015

ATTENTION Don Matlack

RE Rt. 30/130 Collingswood Circle Elimination (Phase B)
 UECA-8-30 & 130 (Phase B)-009010

TO
 State of New Jersey Department of Transportation
 1 Executive Campus
 Route 70 West
 Cherry Hill, NJ 08002

WE ARE SENDING ATTACHED UNDER SEPARATE COVER VIA _____

SAMPLES SHOP DRAWINGS CONTRACTS
 LITERATURE ENGINEERING DRAWINGS OTHER Miscellaneous Invoice #4952
 PLANS CHANGE ORDERS
 PRINTS LETTERS

COPIES	DATE	NO	DESCRIPTION

THESE ARE BEING SENT:

FOR YOUR APPROVAL APPROVED AS NOTED RESUBMIT _____ COPIES FOR APPROVAL
 FOR YOUR USE APPROVED AS SUBMITTED SUBMIT _____ COPIES FOR DISTRIBUTION
 FOR YOUR REVIEW APPROVED AS CHANGED RENEW _____ COPIES FOR
 FOR YOUR COMMENTS REJECTED AS NOTED Request for Reimbursement
 FOR YOUR SIGNATURE REJECTED AS CHANGED
 FOR YOUR _____ RETURNED FOR CORRECTIONS

NOTES: The enclosed invoice is being submitted in response to a letter we received from Mr. Mike Kasbekar dated 10/23/15. We are seeking reimbursement for engineering costs incurred by the Authority and reimbursable under the terms of our Utility Agreement with the DOT. If you have any questions please feel free to contact our office.

COPY TO File



SIGNATURE Thomas M. Jillingham

TITLE Superintendent DATE 11/10/15

E. Approval of budget figures for 2019 to be added to State forms

A motion was made by Mr. Schofield approving budget figures for 2019 to be added to State forms. Mr. Archible seconded it. On roll call all commissioners present voted yes.

See Budget Figures

F. Approval of Purchase Order No. 18-00223 for reimbursement to Alan Gudis for internet support in the amount of \$498.00

A motion was made by Mr. Archible approving reimbursement of \$498 to Alan Gudis. Mr. Ellis seconded it. On roll call all commissioners present voted yes.

See Purchase Order 18-00223

G. Approval of request by Superintendent, Thomas Tillinghast, that he be permitted to sell back 160 hours of sick time in September rather than November as specified in his contract.

A motion was made by Mr. Archible to approve the request by Mr. Tillinghast to sell back 160 hours of sick time early. Mr. Ellis seconded it. On roll call all commissioners present voted yes.

The Chairman noted Treasurer's report.

See Treasurer's Report

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

See Superintendent's Report

The Chairman asked the Commissioners for any reports.

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

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

Mr. Luthman had nothing more to report.

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

Mr. Orth had nothing more to report.

Acct #	Title	REVENUES			Proposed 2019			
		2018	AS OF 8/31/2018					
4001	Residential	2,655,000.00	2,628,382.78	2,700,000.00	45,000.00	INCREASE		
4004	Commercial Q	1,259,500.00	1,050,034.00	1,265,000.00	5,500.00	INCREASE		
4005	Penalty on A/R	40,000.00	24,432.96	40,000.00				
4002	Merchantville	205,000.00	102,738.52	205,000.00				
4003	C/H	31,000.00	32,333.36	32,000.00	1,000.00	INCREASE		
4012	Other Income	3,000.00	31,873.32	3,000.00				
4013	Invest Int	1,000.00	3,957.32	3,000.00	2,000.00	INCREASE		
4014	Trustee Int	5,000.00	14,838.57	15,000.00	10,000.00	INCREASE		
4016	Permits (res)	5,000.00	2,975.00	5,000.00				
4019	Permits (com)	25,000.00	200.00	80,000.00	55,000.00	INCREASE		
4021	Permits (Merch)	1,000.00	-	1,000.00				
4017-18	Filing/Insp.	500.00	75.00	500.00				
4020	Ins Premium	12,000.00	-	12,000.00				
	Int./Notes Payable	500.00	215.00		-500	DECREASE		
		4,243,500.00	3,892,055.83	4,361,500.00	118,000.00			
	Ant Balance	-		-				
		4,243,500.00		4,361,500.00				
	Proposed Expenses			4,361,500.00				

Acct #	Title	EXPENSES		Comments
		2018	Proposed 2019	
	ADMINISTRATION			
501	PSA Adm Mgmt	260,000.00	265,000.00	<i>Adm Payroll Totals: 1,003,500.00</i>
502	Office Adm	245,000.00	280,000.00	
503	Commissioners	18,000.00	18,000.00	
601	PERS	101,720.00	118,000.00	
602	Social Security	50,000.00	50,000.00	
603	Unemploy & Disabil	4,000.00	4,000.00	
604	Hosp. Benefits	150,000.00	145,000.00	
605	Vision/Dental & Rx	55,000.00	58,500.00	
607	Sick/Vac Payback	64,000.00	65,000.00	
721	Legal Exp	20,000.00	20,000.00	
722	Auditing Fees	37,000.00	37,000.00	
723	Other Professional Fees	20,000.00	20,000.00	
736	Public Official's Liability	7,000.00	8,400.00	
751	Postage	16,000.00	7,000.00	
750	Office Supplies & Exp	15,000.00	15,000.00	
752	Advert/Printing	15,000.00	15,000.00	
753	Telephone Exp	23,000.00	20,000.00	
754	Misc Exp	3,585.00	3,000.00	
755	Service Contracts	15,000.00	15,000.00	
756	Equip Rental	4,500.00	3,500.00	
757	Bldg Utilities	35,000.00	25,000.00	
758	Bldg Repairs & Exp	17,900.00	15,000.00	
759	Financial Exp	2,000.00	2,000.00	
760	Bad Debt Exp	500.00	500.00	

<u>Acct #</u>	<u>Title</u>	<u>Proposed 2017</u>	<u>Proposed 2018</u>	<u>Comments</u>
762	Education/Dues	8,000.00	8,000.00	<i>Adm Expenses</i>
763	Civic Involvement	182,500.00	182,500.00	<i>396,900.00</i>
	Total Admin	1,369,705.00	1,400,400.00	
	COST OF SERVICE			
505	MGMT O&M Salaries	198,000.00	202,000.00	<i>O&M Payroll Totals</i>
506	UNION O&M Salaries	943,000.00	1,040,000.00	<i>2,065,500.00</i>
601	PERS O&M	101,720.00	118,000.00	
602	O&M Soc Sec	95,000.00	103,000.00	
603	O&M Dis & Unem	6,000.00	6,000.00	
604	O&M Hosp Benefits	340,000.00	345,000.00	
605	O&M v/d/r	126,700.00	141,500.00	
607	O&M Sick/Vac Payback	97,500.00	102,000.00	
608	Uniform & Shoe Exp	8,000.00	8,000.00	
711	Engineering Fees	40,000.00	40,000.00	
731	General & Auto Ins	27,500.00	27,500.00	
732	Worker's Comp	53,000.00	53,000.00	
733	Property	46,500.00	46,500.00	
735	JIF Fund Exp	10,000.00	10,000.00	
741	Uninsured Liabilities	10,000.00	10,000.00	
755	Service Contracts	30,000.00	30,000.00	
764	Station Utilities	200,000.00	175,000.00	
765	Trash Removal	12,000.00	10,000.00	
766	O&M Exp	31,000.00	31,000.00	
767	Safety Exp	5,000.00	3,000.00	
768	Landscaping	3,000.00	3,000.00	

769	Vehicle Repair & Parts	40,000.00	20,000.00	
770	Fuel, Oil & Mileage Exp	50,000.00	30,000.00	
771	Collection System Exp	60,400.00	60,400.00	
772	Emergency Main Repairs	140,000.00	140,000.00	
773	Emergency Station Repairs	143,000.00	143,000.00	
775	Permits & Licenses	2,500.00	6,000.00	
774	Chemicals & Treatment	2,000.00	5,725.00	
		2,821,820.00	2,909,625.00	
				O&M Expense:
				844,125.00
Acct #	Title	2017	2018	
	NJEIT Debt (Principal)	45,550.00	45,550.00	
	NJEIT Debt (Int)	6,425.00	5,925.00	
		51,975.00	51,475.00	
				<u>Comments</u>
	TOTAL:	4,243,500.00	4,361,500.00	
	Anticipated Revenue		4,361,500.00	
	Needed to Balance			

Projects	Est Costs	2019	2020	2021	2022	2023
Truck	50,000	-	25,000	-	25,000	
Pumps/Controls	200,000	50,000	25,000	50,000	25,000	50,000
Computer	30,000	10,000	5,000	5,000	5,000	5,000
Office Equipment	35,000	15,000	5,000	5,000	5,000	5,000
Operations Equip/Maintenance	150,000	50,000	25,000	25,000	25,000	25,000
Bldg Upkeep/Repairs	25,000	5,000	5,000	5,000	5,000	5,000
Sewer Main Lining	-					
GIS	100,000	100,000				
Totals	500,000	230,000	90,000	90,000	90,000	90,000

PENNSAUKEN SEWERAGE AUTHORITY

1250 JOHN TIPTON BOULEVARD
 PENNSAUKEN, NJ 08110
 856-663-5542 • Fax 856-663-5718

PURCHASE ORDER
THE NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.
 No. 18-00223

Pg 1


SHIP TO
 PENNSAUKEN SEWERAGE AUTHORITY
 1250 JOHN TIPTON BOULEVARD
 PENNSAUKEN NJ 08110

VENDOR
 Vendor #: GUDIS
 ALAN GUDIS
 999 GRANT AVENUE
 PENNSAUKEN, NJ 08109

ORDER DATE: 08/20/18
 REQUISITION NO: 21426
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:

CHECK #: _____
 DATE SENT: _____

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	INTERNET SUPPORT REIMBURSEMENT INVOICE# US-18-000007919	01-01-510-754	498.0000	498.00
			TOTAL	498.00

RECEIVED


NOTICE TO VENDORS: PURSUANT TO P.L. 2004 C 57 PSA CAN NOT RELEASE PAYMENT UNLESS WE HAVE W-9 FORM AND A NJ BUSINESS REGISTRATION CERTIFICATE ON FILE FOR YOUR ESTABLISHMENT.

PAYMENT AUTHORIZED	CLAIMANT'S CERTIFICATION & DECLARATION
<p>This is to certify that the above claim has been examined and the appropriation to which such charge is to be made is sufficient.</p> <p> _____ TREASURER</p>	<p>I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <p> _____ VENDOR SIGN HERE TITLE DATE</p>

MUST BE SIGNED AND RETURNED TO RECEIVE PAYMENT

VOUCHER COPY - PLEASE RETAIN THIS COPY FOR YOUR RECORDS

18-00003



INVOICE

San Francisco, 08/17/2018

Nexway, Inc.
236, 8th street
Suite C.
San Francisco, CA 94103 - United States

Invoicing address

M Alan Gudis

7999 Grant Ave.
08109 Pennsauken, United States
email: agudis@psewer.com

Invoice Number

US-18-000007919

Invoice date

08/17/2018

Order number

180817ab9605

Payment method: VISA

The products of Tweakerbit Nexway are distributed by Nexway.
If you paid by credit card or by Paypal, Tweakerbit Nexway will appear as the merchant name.

Your products			
Product details	Qty	Unit price	Total w/o tax
Reference: MBS1Y			
Product: Managed Blended Support with Monthly AMS - 3.99/12 Months	1	\$ 498.00	\$ 498.00

Total w/o tax	\$ 498.00
----------------------	------------------

~~\$545.88~~

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

<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	2,655,000.00	\$ 130,200.73	\$ 1,973,695.38	\$ (335.50)	\$ 2,628,382.78
4004 COMMERCIAL	1,260,000.00	\$ 202,554.75	\$ 1,110,460.33	\$ 42,524.97	\$ 1,050,034.00
4005 PENALTY	40,000.00	\$ 1,792.73	\$ 25,959.75	\$ 2,831.56	\$ 24,432.96
4002 MERCH	205,000.00		\$ 102,738.52		\$ 102,738.52
4003 C/H	31,000.00		\$ 4,582.40		\$ 32,333.36
4012 OTHER INCOME	3,000.00		\$ 31,873.32		\$ 31,873.32
4013 INVEST INT	1,000.00	\$ 536.66	\$ 3,957.32		\$ 3,957.32
4014 TRUSTEE INT	5,000.00	\$ 1,880.35	\$ 14,838.57		\$ 14,838.57
4016 PERMITS (RES)	5,000.00		\$ 2,975.00		\$ 2,975.00
4019 PERMITS (COMM)	25,000.00		\$ 200.00		\$ 200.00
4021-PERMITS (MERCH)	1,000.00		\$ -		\$ -
4020-JIF INS PREMIUM	12,000.00		\$ -		\$ -
4017-18- FILING-INSP.	\$500.00		\$ 60.00		\$ 75.00
4050 INT./NOTES PAY.	500.00		\$ 5.71		\$ 12.03
Anticipated Balance	-				
TOTALS	4,244,000.00	336,965.22	3,271,346.30	45,021.03	3,891,852.86
		<u>BUDGET</u>	<u>MTD</u>	<u>YTD</u>	<u>REMARKS</u>
ASSETS/CAPITAL		\$ 290,000.00	\$ -		

<u>CASH BALANCES</u>	<u>AMOUNT</u>
GENERAL CHECKING	\$1,254,446.39
PAYROLL	\$280.51
REVENUE	\$ 61,063.73
DEBT. SERVICE	\$ -
DEBT. SERV. RESERVE	\$ 56,183.91
R & R	\$ 262,541.09
GENERAL	\$ 256,673.33

Investments under Trustee Accounts:

53,339.52 CD with 1st Colonial Bank @ 2.0% - MATURES 01/23/21
183,789.69 CD with 1st Colonial Bank @ 1.50% - MATURES 12/24/19
78,371.93 CD with 1st Colonial Bank @ 2% - Matures 4/29/21
101,997.25 CD with 1st Colonial Bank @ 1.5% - Matures 4/29/2019
218,963.67 Money Market

Principal lend-a-hand balances as of August 31, 2018:

\$ 4,649.57

D. Brittin

\$4,649.57

Revenue Account Range: 01-00-410-000
Expend Account Range: 01-01-510-500
Print Zero YTD Activity: NO

to 01-00-430-001
to 01-03-600-002

Include Non-Anticipated: Yes
Include Non-Budget: Yes

Year To Date As Of: 08/31/18
Current Period: 08/01/18 to 08/31/18
Prior Year: 08/01/17 to 08/31/17

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-00-410-001	Residential	201.50	2,655,000.00	335.50-	2,628,382.78	0.00	26,617.22-	99
01-00-410-002	Merchantville	0.00	205,000.00	0.00	102,738.52	0.00	102,261.48-	50
01-00-410-003	Cherry Hill	0.00	31,000.00	0.00	32,333.36	0.00	1,333.36	104
01-00-410-004	Commercial	36,193.13	1,259,500.00	42,524.97	1,050,034.00	0.00	209,466.00-	83
01-00-410-005	A/R Penalty	2,864.75	40,000.00	2,831.56	24,432.96	0.00	15,567.04-	61
01-00-415-001	Permits- Residential	300.00	5,000.00	0.00	2,975.00	0.00	2,025.00-	60
01-00-415-002	Permits - Commercial	0.00	25,000.00	0.00	200.00	0.00	24,800.00-	1
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	25.00	3,000.00	0.00	31,873.32	0.00	28,873.32	***
01-00-420-002	Application and Inspection Fees	0.00	500.00	0.00	75.00	0.00	425.00-	15
01-00-420-004	JTF 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	12.95	500.00	0.00	12.03	0.00	487.97-	2
01-00-425-001	Interest from Operating Fund	380.24	1,000.00	536.66	3,957.32	0.00	2,957.32	396
01-00-425-002	Interest from Trustee Accounts	0.00	5,000.00	1,880.35	14,838.57	0.00	9,838.57	297
	OPERATING REVENUES Revenue Total	39,977.57	4,243,500.00	47,438.04	3,891,852.86	0.00	351,647.14-	92

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	23,480.00	260,000.00	19,560.00	166,296.00	0.00	93,704.00	64
01-01-510-502	ADMIN Office Staff	22,189.75	245,000.00	20,827.55	177,894.83	0.00	67,105.17	73
01-01-510-503	ADMIN: Commissioners	1,500.00	18,000.00	1,500.00	12,000.00	0.00	6,000.00	67
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 Liabli	0.00	101,720.00	0.00	107,599.00	0.00	5,879.00-	106
01-01-510-602	ADMIN: FICA/SOCIAL SECURITY/MEDICARE	2,579.01	50,000.00	2,969.68	30,175.69	0.00	19,824.31	60
01-01-510-603	ADMIN: SUI/SDI/FLI	51.75	4,000.00	165.76	2,959.78	0.00	1,040.22	74
01-01-510-604	ADMIN: Hospital Benefits	11,085.23	150,000.00	10,696.29	102,003.35	0.00	47,996.65	68
01-01-510-605	ADMIN: Vision, Dental & Rx	3,745.32	55,000.00	3,809.71	35,451.09	0.00	19,548.91	64
01-01-510-607	ADMIN: Sick/Vac Payback	0.00	64,000.00	0.00	34,914.00	0.00	29,086.00	55
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	3,033.34	20,000.00	1,516.67	12,133.36	0.00	7,866.64	61
01-01-510-722	ADMIN: Audit	0.00	37,000.00	0.00	32,700.00	0.00	4,300.00	88
01-01-510-723	ADMIN: Other Professional Fees	0.00	20,000.00	362.50	7,575.00	0.00	12,425.00	38
01-01-510-736	ADMIN: Public Officials Liab.	0.00	7,000.00	0.00	8,058.98	0.00	1,058.98-	115
01-01-510-750	ADMIN: Office Supplies & Expense	847.64	15,000.00	954.42	7,906.71	0.00	7,093.29	53

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-01-510-751	ADMIN: Postage	0.00	16,000.00	0.00	4,746.68	0.00	11,253.32	30
01-01-510-752	ADMIN: Advertising & Printing	0.00	15,000.00	579.15	6,994.23	0.00	8,005.77	47
01-01-510-753	ADMIN: Telephone	1,486.69	23,000.00	2,038.64	12,432.61	0.00	10,567.39	54
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	249.99	15,000.00	239.74	14,068.26	0.00	931.74	94
01-01-510-756	ADMIN: Equipment Rental	0.00	4,500.00	747.00	2,241.00	0.00	2,259.00	50
01-01-510-757	ADMIN: Building Utilities	1,349.71	35,000.00	1,279.24	13,052.48	0.00	21,947.52	37
01-01-510-758	ADMIN: Building Exp. & Repairs	292.98	17,900.00	1,060.91	11,986.02	0.00	5,913.98	67
01-01-510-759	ADMIN: Financial Exp	345.00	2,000.00	345.00	1,940.00	0.00	60.00	97
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	9,765.20	0.00	1,765.20-	122
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	O&M: Union Salaries	75,735.16	943,000.00	73,336.97	572,255.59	0.00	370,744.41	61
01-02-520-506	O&M: Management Salaries	18,620.00	198,000.00	15,200.00	129,200.00	0.00	68,800.00	65
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	107,599.00	0.00	5,879.00-	106
01-02-520-602	O&M: FICA/SOCIAL SECURITY/MEDICARE	5,860.59	95,000.00	6,804.17	55,560.85	0.00	39,439.15	58
01-02-520-603	O&M: SUI/SDI/FLI	36.02	6,000.00	377.51	4,887.28	0.00	1,112.72	81
01-02-520-604	O&M: Hospitalization Benefits	26,158.49	340,000.00	25,758.03	232,435.61	0.00	107,564.39	68
01-02-520-605	O&M: Vision, Dental & Rx	8,905.34	126,700.00	9,053.39	81,097.89	0.00	45,602.11	64
01-02-520-607	O&M: Sick/vac Payback	1,334.00	97,500.00	0.00	14,104.00	0.00	83,396.00	14
01-02-520-608	O&M: Uniform Exp.	987.89	8,000.00	505.20	2,324.88	0.00	5,675.12	29
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	851.26	40,000.00	0.00	28,466.67	0.00	11,533.33	71
01-02-520-731	O&M: General Liability/Auto Ins	0.00	27,500.00	0.00	20,867.48	0.00	6,632.52	76
01-02-520-732	O&M: Worker's Comp Insurance	0.00	53,000.00	0.00	46,460.06	0.00	6,539.94	88
01-02-520-733	O&M: Property/Insurance	0.00	46,500.00	0.00	44,853.40	0.00	1,646.60	96
01-02-520-735	O&M: Fund Expense (JIT)	0.00	10,000.00	0.00	4,522.06	0.00	5,477.94	45
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	1,734.00	30,000.00	0.00	550.00	0.00	29,450.00	2
01-02-520-764	O&M: Station Utilities	11,664.78	200,000.00	14,000.72	94,904.85	0.00	105,095.15	47
01-02-520-765	O&M: Trash Removal	179.75	12,000.00	188.38	2,677.04	0.00	9,322.96	22
01-02-520-766	O&M: Oper & Maint Expense	2,404.38	31,000.00	2,296.56	21,958.38	0.00	9,041.62	71
01-02-520-767	O&M: Safety Expense	1,688.71	5,000.00	80.89	1,343.77	0.00	3,656.23	27
01-02-520-768	O&M: Landscaping	0.00	3,000.00	0.00	1,344.63	0.00	1,655.37	45
01-02-520-769	O&M: Vehicle & Repair Exp	1,009.04	40,000.00	956.37	8,400.53	0.00	31,599.47	21
01-02-520-770	O&M: Fuel/Tolls/Mileage Exp	9,309.75	50,000.00	4,626.85	11,644.69	0.00	38,355.31	23
01-02-520-771	O&M: Collection System Expense	619.98	60,400.00	321.25	16,982.39	0.00	43,417.61	28
01-02-520-772	O&M: Emergency Repairs	8,690.00	140,000.00	20,494.00	146,908.50	0.00	6,908.50-	105

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	9,864.52	143,000.00	0.00	20,367.54	0.00	122,632.46	14
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	40.00	5,651.00	0.00	3,151.00-	226
01-03-600-001	Bond Debt (Principal)	33,694.91	45,550.00	33,694.91	45,542.36	0.00	7.64	100
01-03-600-002	Bond Debt (Interest)	3,462.50	6,425.00	3,084.14	6,194.14	0.00	230.86	96
	OPERATING FUND Expend Total	295,047.48	4,243,500.00	279,471.60	2,576,498.86	0.00	1,667,001.14	60
Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	OPERATING FUND	39,977.57	47,438.04	3,891,852.86	295,047.48	279,471.60	2,576,498.86	1,315,354.00

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	39,977.57	47,438.04	3,891,852.86	295,047.48	279,471.60	2,576,498.86	1,315,354.00

Superintendent's Report

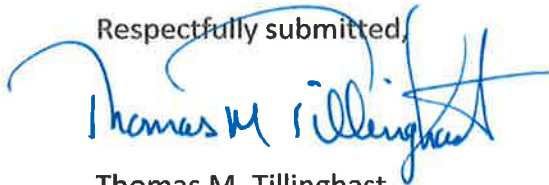
Meeting of September 18, 2018

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

In regular and preventative maintenance we flushed 63,293 feet of gravity sewer main. 2,601 feet was root cut and 11,412 feet was inspected using our CCTV equipment. We responded to 47 calls for service. The call breakdown is as follows:

Main Line stoppages:	2
Vent stoppages:	8
Station alarms:	19
Miscellaneous services:	18

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 for adjournment. Mr. Ellis seconded the motion. All Commissioners present signified their approval saying aye.

Respectfully submitted,



Bill Orth, Secretary