

**MINUTES
DELANCO SEWERAGE AUTHORITY
DECEMBER 12, 2006**

The meeting was called to order by Chairman Dillenbeck at 7:00 P.M.

ROLL CALL

Members present: Mr. Dragos, Mrs. Hinkle, Mr. Jenkins, Mr. Lewandowski, Mr. Dillenbeck
Also present: Thomas Coleman, Attorney, William Kirchner, Engineer, Fred Weller, Ex Director

FLAG SALUTE

The flag salute was led by Mr. Dillenbeck.

SUNSHINE STATEMENT

Please be advised that proper notice of this meeting has been given in compliance with the Open Public Meetings Act, P.L. 1975, Chapter 231 in the following manner. Written notice has been published in the January 26, 2006 edition of the Burlington County Times and the Courier Post. Written notice has been posted on the Official Bulletin Board of the Township of Delanco at least 48 hours prior to the meeting.

APPROVAL OF MINUTES:

Motion by Mr. Dragos, seconded by Mr. Lewandowski to approve the November 14, 2006 minutes

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, abstain; Mr. Jenkins, abstain; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

TREASURER'S REPORT:

Motion by Mr. Dragos, seconded by Mr. Lewandowski to accept the Treasurer's report for November

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

PAYMENT OF BILLS:

Motion by Mrs. Hinkle, seconded by Mr. Dragos to approve the payment of bills totaling \$15,231.34

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

<u>Check #</u>	<u>Payee</u>	<u>Amt Paid</u>
EFTPS	Electronic Federal Tax Payment System	2,131.18
EFTPS	State of New Jersey	278.56
TEPS	P.E.R.S.	717.40
TEPS	NJ State Health Benefits Program	1,137.37
TEPS	NJ State Health Benefits Program	830.16
2082	All Industrial Safety Products	20.00
2083	Arch Wireless	16.19
2084	Birdsall Engineering Inc	79.75
2085	Burlington County Times	40.88
2086	Sharlann Daley	75.00
2087	Delanco Sewerage Authority	5,550.83
2088	Environmental Resolutions Inc	843.00
2089	Joseph J. Hays	990.08
2090	Jenkins, Phil	173.04
2091	Nextel Communications	96.72
2092	One Call Systems, Inc	32.94
2093	Postmaster	50.00

2094	PSE&G	1,424.32
2095	Raymond & Coleman, LLP	412.50
2096	Township of Delanco	154.84
2097	Trident Land Transfer	68.00
2098	Verizon	108.58
	TOTAL	\$15,231.34

NEW BUSINESS:

1. Budget Transfer

RESOLUTION 2006-40

Motion by Mr. Dragos, seconded by Mrs. Hinkle to adopt Resolution 2006-40 for a budget transfer

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

RESOLUTION 2006-40

A RESOLUTION OF THE DELANCO SEWERAGE AUTHORITY, COUNTY OF BURLINGTON AND STATE OF NEW JERSEY AUTHORIZING THE TRANSFER OF FUNDS WITHIN THE OPERATING BUDGET

WHEREAS, a review of the 2006 Budget shows line items with insufficient unexpended balances; and

WHEREAS, it is the desire of the Authority Members to transfer funds to line items in the operating budget where needed to avoid budget overexpenditures.

NOW, THEREFORE, BE IT RESOLVED by the Delanco Sewerage Authority that the following amendments be made:

From

Repairs & Maintenance Lines-Contractual	<u>\$16,700</u>
Total	\$16,700

To

Salaries-Sec/Treasurer	\$ 300
Office Expense	\$3,000
Audit & Accounting	\$ 900
Repairs & Maintenance Lines-other	\$9,000
Engineering Services	<u>\$3,500</u>
Total	\$16,700

BE IT FURTHER RESOLVED, that three certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services.

2. Request for Proposals

RESOLUTION 2006-41

Motion by Mrs. Hinkle, seconded by Mr. Lewandowski to adopt Resolution 2006-41 to authorize the Authority's Secretary/Treasurer each year from this day forward to prepare, publicly notice and circulate bid packages for the Authority's appointed professional positions per the "pay-to-play law"

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

RESOLUTION 2006 - 41

A RESOLUTION OF THE DELANCO SEWERAGE AUTHORITY, COUNTY OF BURLINGTON AND STATE OF NEW JERSEY AUTHORIZING THE AUTHORITY'S SECRETARY/TREASURER EACH YEAR FROM THIS DAY FORWARD TO PREPARE, PUBLICLY NOTICE AND CIRCULATE BID PACKAGES FOR THE AUTHORITY'S APPOINTED PROFESSIONAL POSITIONS

WHEREAS, on January 1, 2006 the "New jersey Local unit Pay-to-Play" law (N.J.S.A. 19:44A-20.4 *et seq.*) (the "Law") officially took effect;

WHEREAS, the Law affects all municipalities and counties, and their agencies and instrumentalities concerning their ability to enter into contracts with a value over \$17,500;

WHEREAS, the Law requires that all contracts with a value of over \$17,500 be awarded pursuant to a "fair and open" or a "non-fair and open" process;

WHEREAS, the Authority Members of the Delanco Sewerage Authority believe that the Authority's appointed position of the solicitor, consulting engineer and auditor may fall within contracts potentially having a value of over \$17,500; and

WHEREAS, the Authority Members believe that in the spirit of satisfying the Law, it is prudent to have the Authority's Secretary/Treasurer prepare and circulate bid packages for these three (3) particular appointed professional positions.

NOW, THEREFORE, BE IT RESOLVED BY the Delanco Sewerage Authority, in the County of Burlington, State of New Jersey as follows:

1. The Authority Secretary/Treasurer is hereby authorized and directed with the assistance of the Authority solicitor to prepare bid proposal forms for the position of the Authority solicitor, consulting engineer and auditor if it is determined that any one of these professional contracts have a value in excess of \$17,500.
2. The Authority Secretary/Treasurer is hereby further authorized to post in a local newspaper, notice that bid proposal forms for the three (3) appointed professional positions may be obtained from the Office of the Secretary/Treasurer.
3. The Authority hereby establishes the date of January 2, 2007 as a due date on which any person or professional entity may submit proposals for the position of the solicitor, consulting engineer or auditor.
4. The Authority hereby establishes and determines that in addition to the particular price quote to be submitted by any responsible bidder, it will entertain other variables concerning knowledge and sophistication of sewerage authority related issues, practical working experience handling sewerage authority issues similar to those periodically dealt with by the Delanco Sewerage Authority, and a general overall working knowledge of the Authority's system.

3. Approval of 2007 Meeting Schedule

Motion by Mrs. Hinkle, seconded by Mr. Dragos to approve the meeting schedule for 2007
Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes;
Mr. Dillenbeck, yes

4. League of Municipality Convention: Mr. Jenkins reported he attended the League Convention and would like to attend next year also. Mr. Jenkins reported he obtained a lot of information about lining manholes, sealing manholes, etc. He feels this is beneficial and suggested as many members attend as possible.

5. Lowther's Small Engine: Mr. George Lowther, Vice-President of Lowther's Small Engine

located at 1009 Coopertown Road, stated his septic system is failing and would like to connect to the sewer system instead of investing in a new septic system. Mr. Lowther stated he has to purchase a pump because the pipe is too shallow to gravity feed. Mr. Lowther stated such a huge expense will greatly affect their business. Therefore, Mr. Lowther requested to pay his fair share of \$20,065.90 over a period of time. Mr. Coleman stated by State law the Authority cannot extend credit and allowing a payment over a period of time is extending credit. Mr. Coleman explained the Township has the ability to extend credit, and the Township adopted an ordinance stating the Authority is to accept fair share payments, but that does not give the Authority the ability to extend credit. Mr. Coleman stated this will be discussed in executive session and will notify them of the results.

OLD BUSINESS

1. Infiltration Plan - Manhole Rehabilitation: Mr. Kirchner reported the bids are ready and will be processed at the beginning of the new year. He reported one of the issues with the infiltration is the 16" main to the main trunk line that runs under Rivers Edge retention basins. Mr. Jenkins stated instead of lining it may be advantageous to move the line since the existing line is under a warehouse and retention basins. Mr. Kirchner reported the dog leg in the area of 1800 block of Second Street may be eliminated and about 5,000 feet of line will need to be replaced costing about \$250,000. He reported this price includes excavating and eliminating the dog leg. A discussion ensued.

2. Pump Station Elimination Phase I: Mr. Kirchner reported he, Mr. Weller and Mr. Dillenbeck met with John Rahenkamp and his engineer for Creekside and at that meeting Mr. Rahenkamp offered an easement along his commercial property at the Point of Newtons Landing to run the sewer needed to eliminate the Coopertown pump station. Mr. Kirchner reported to use this easement would be the cheapest (about \$300,000) but there are 2 other options that could be used costing from \$350,000 to \$500,000.

3. Additional Influent Testing SIU & PCB's with BSA: Mr. Kirchner reported the influent testing for significant industrial users did not find any SIU discharge from Delanco, but Mr. Weller needs to re-test for copper and zinc. Mr. Weller stated he needs to inspect the Dietz & Watson building to see if they are processing food products or just storing the food. Mr. Coleman stated Mr. Weller can inspect at any time as long as he identifies himself. Mr. Kirchner stated Dietz & Watson have not responded to his letter regarding installing a grease trap. Mr. Kirchner will resend the letter via certified mail.

4. Traditions at Newtons Landing Clubhouse: Mr. Coleman stated the agreements are signed by Pulte and are ready to be signed by the Authority Chairman.

5. Mapping: Mr. Kirchner supplied two (2) versions of the mapping system, an aerial and topographic view. A discussion ensued and Mr. Jenkins was very pleased with the results thus far.

6. Ordinance Revisions: Mr. Kirchner reviewed the Code revisions with the members. Mr. Kirchner suggested including a fair share section and updating the escrow section, because the current \$500 flat fee is not a feasible amount for large developments and suggested creating a formula for these. Mr. Coleman will create a formula and present it to the Authority at the next meeting. Mr. Coleman suggested referencing the MUA legislature regarding escrow amounts.

7. Beverly Sewerage Authority Meeting Report: Mr. Jenkins did not attend. Mr. Weller reported the meeting in executive session.

8. Operator's Report: Mr. Weller reported the flows have increased due to the excessive rain and excessive leaves in the storm drains. Mr. Weller stated Rivers Edge broke some laterals but have repaired them. Rivers Edge will need to clean and TV the lines again and submit this information to the office.

9. Low-income Senior discount: Mrs. Hinkle suggested giving a 10% discount to those seniors who qualify for the State aid tax program. Mrs. Hinkle suggested giving the discount on a quarterly basis and to those who do not exceed the minimum charge or 10,000 gallons per quarter. Mrs. Hinkle stated the tax collector receives the completed State tax forms and will provide these to the sewer office. Mrs. Hinkle suggested including disabled seniors but not surviving spouse, because the spouse could remarry. A rate hearing will be held at the next meeting.

Motion by Mrs. Hinkle, seconded by Mr. Lewandowski to approve a public hearing scheduled for January 9, 2007 during the meeting to adopt a resolution to accept a rate change to include a 10% discount to qualifying low-income senior citizens

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

MEETING OPENED TO THE PUBLIC

Mr. Dillenbeck opened the meeting to the public.

Mr. Jack Hoefle, 44 Pennington Court, regarding the three (3) different routes to eliminate the Coopertown Road pump station that will run down Newtons Landing Blvd, asked if any of the options would speed up or delay the process of installing the pipe. Mr. Kirchner stated this process is not finalized yet and installation will not occur before 6 months from now. Mr. Hoefle asked the depth of the pipe and Mr. Kirchner responded 20 feet.

MEETING CLOSED TO THE PUBLIC

Since there were no further comments, Mr. Dillenbeck closed the meeting to the public.

RESOLUTION 2006 - 42 EXECUTIVE SESSION

Motion by Mrs. Hinkle, seconded by Mr. Lewandowski to approve Resolution 2006 - 42 to go into Executive session pursuant to N.J.S.A. 10:4-12 to discuss litigation and contractual matters

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

Motion by Mrs. Hinkle, seconded by Mr. Jenkins to return to public session

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes

Motion by Mrs. Hinkle, seconded by Mr. Dragos to adjourn the meeting

Roll Call: Mr. Dragos, yes; Mrs. Hinkle, yes; Mr. Jenkins, yes; Mr. Lewandowski, yes; Mr. Dillenbeck, yes