

**MINUTES
DELANCO SEWERAGE AUTHORITY
APRIL 10, 2007**

The meeting was called to order by Chairman Dragos at 7:00 pm.

ROLL CALL

Members present: Mr. Dillenbeck, Mrs. Hinkle, Mr. Jenkins, Mr. Dragos

Member absent: Mr. Lewandowski

Also present: Thomas Coleman, Attorney, William Kirchner, Engineer, Fred Weller, Ex Director

FLAG SALUTE

The flag salute was led by Mr. Dragos.

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 12, 2007 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 Mrs. Hinkle, seconded by Mr. Dillenbeck to approve the March 13, 2007 meeting

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

TREASURER'S REPORT:

Motion by Mr. Dillenbeck, seconded by Mrs. Hinkle to accept the Treasurer's report for March

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

PAYMENT OF BILLS:

Motion by Mr. Jenkins, seconded by Mr. Dillenbeck to approve the payment of bills totaling \$31,498.19

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

<u>Check #</u>	<u>Payee</u>	<u>Amt Paid</u>
EFTPS	Electronic Federal Tax Payment System	3,112.22
EFTPS	State of New Jersey	623.73
TEPS	P.E.R.S.	855.26
TEPS	NJ State Health Benefits Program	2,184.27
TEPS	NJ State Health Benefits Program	855.97
2169	Allstate Insurance	1,260.00
2170	Arch Wireless	16.38
2171	BF Molz	76.96
2172	Courier Post	66.33
2173	Environmental Resolutions Inc	1,240.00
2174	Harris Computer	4,496.25
2175	Joseph J. Hays	1,250.52
2176	Inverso & Stewart	9,000.00
2177	Nextel Communications	103.35
2178	One Call Systems, Inc	26.84
2179	Perfect Services Co	3,624.00
2180	Postmaster	382.08
2181	PSE&G	1,882.60
2182	Raymond & Coleman, LLP	300.00
2183	Verizon	141.43
	TOTAL	\$31,498.19

ANNUAL AUDIT REPORT

RESOLUTION 2007-20

Motion by Mr. Dillenbeck, seconded by Mr. Jenkins to adopt Resolution 2007-20 accepting the Annual Audit Report for 2006 and certifying that each member has personally reviewed the Report for 2006

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

RESOLUTION 2007-20

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2006 has been completed and filed with the Delanco Sewerage Authority pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Delanco Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2006, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

RESOLUTION 2007-21

Motion by Mr. Dillenbeck, seconded by Mr. Jenkins to adopt Resolution 2007-21 accepting the Annual Audit Corrective Action Plan for 2006

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

RESOLUTION 2007-21

CORRECTIVE ACTION PLAN

WHEREAS, it is necessary for the Authority to prepare a Corrective Action Plan as part of the annual audit process; and

WHEREAS, it is further required that all findings and recommendations contained in the audit report be addressed by the chief financial officer of the Authority by means of a Corrective Action Plan, which will address the method of resolving any problems as set forth in the findings and recommendations of the audit report; and

WHEREAS, said Corrective Action Plan is to be submitted to the Division of Local Government Services and placed on file with the Clerk or Secretary of the Authority within 60 days from the date the audit is received by the Authority.

NOW THEREFORE BE IT RESOLVED by the Authority, as follows:

1. The Corrective Action Plan as attached is hereby adopted by the Authority in accordance with applicable statutory law or regulations.
2. A copy of same shall be forwarded to all appropriate parties.

OLD BUSINESS

1. Infiltration Plan - Manhole Rehabilitation: Mr. Kirchner reported the inspection of the manholes is complete. Mr. Kirchner reported there were five (5) requests-for-quote sent and three (3) were returned with C. Stevenson & Son as the lowest at \$14,435.00 and recommended the Authority award the quote to C. Stevenson.

RESOLUTION 2007-22

Motion by Mrs. Hinkle, seconded by Mr. Dillenbeck to approve Resolution 2007-22 to accept a quote for the rehabilitation of nine (9) existing manholes throughout the Township of Delanco and authorizing the execution of a contract between the Delanco Sewerage Authority and C. Stevenson & Son, Inc for the amount of \$14,435.00

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

RESOLUTION 2007-22

RESOLUTION ACCEPTING A QUOTE FOR THE REHABILITATION OF NINE (9) EXISTING MANHOLES THROUGHOUT THE TOWNSHIP OF DELANCO AND AUTHORIZING THE EXECUTION OF A CONTRACT BETWEEN THE DELANCO SEWERAGE AUTHORITY AND C. STEVENSON & SON INC IN THE AMOUNT OF \$14,435.00 AND AUTHORIZING THAT FUNDS ARE AVAILABLE

WHEREAS, the Delanco Sewerage Authority has determined there exists a need to rehabilitate nine (9) existing manholes throughout the Township of Delanco; and

WHEREAS, C. Stevenson & Son Inc submitted the lowest quote and the Authority has reviewed the quote submitted; and

WHEREAS, the Authority desires to award a contract for the said quote to rehabilitate nine (9) existing manholes throughout the Township of Delanco; and

WHEREAS, the Authority has determined that the quote from C. Stevenson & Son Inc of Edgewater Park, NJ is the lowest for this project at a price of \$14,435.00 and has complied with the requirements contained in the notice to quote and satisfied the Authority that it will perform the required work and it has provided the certificate of insurance required.

NOW THEREFORE, BE IT RESOLVED, by the Delanco Sewerage Authority, that the quote from C. Stevenson & Son Inc be accepted and the contract for said project be awarded to C. Stevenson & Son Inc in the form and embodying the terms set forth in the specifications and proposal.

2. Pump Station Elimination Phase I: Mr. Kirchner reported he redesigned the new plans to avoid waiting for an easement as the Authority agreed to during the last meeting. Mr. Kirchner stated Mr. Dragos signed the TWA application tonight and BSA's chairman will sign at BSA's May meeting. Mr. Kirchner stated five (5) manholes are bid for open cut method because the landscape cosmetics cannot be reconstructed. Mr. Kirchner stated three (3) manholes are bid for jack and bore method which is less disruptive but may cost significantly more. Mr. Kirchner recommended going with the County's bid and reimburse the County for their costs. Mr. Kirchner stated he needs to contact Jevic as their line will be affected.

3. Escrow projects (Rivers Edge, Creekside, Savannah Mews): Mr. Kirchner reported Rivers Edge submitted new connections and have failed a few inspections for vents. He reported no new submissions for Creekside or Savannah Mews.

4. Beverly Sewerage Authority Meeting Report: Mr. Weller reported the second phase of the PCB testing will occur in May.

5. Operator's Report: Mr. Weller reported the flows have increased. Mr. Weller stated Camden County MUA uses a new chemical to absorb odors in manholes. Mr. Weller ordered the items and will install them in the manholes along Second Street during the summer months. Mr. Kirchner suggested using ozonators which uses electricity to pump ozone to eliminate odors. This costs around \$5,000 but it is a one time cost versus the absorbent sacks that will need to be replaced every few months.

Mr. Jenkins asked if a resolution needs to be adopted for the Pump Station Elimination bid. Mr. Kirchner replied the Authority should wait until the permit is received from the State because they may make changes.

6. 2220-2222 Burlington Ave residents: Mr. Jenkins suggested bringing the stub across the street. Mr. Kirchner stated the Authority asked for the cost to install a stub but there was still an issue regarding ownership. Mr. Kirchner stated the cost would be about \$15,000-\$20,000 and suggested the Authority obtain intention from the residents. Mr. Jenkins stated each homeowner would need to purchase a pump which is costly. Mr. Jenkins stated the Authority probably would not gain the funds back, but these are just a few homes and he believes since there is a storm drain in front of these homes that is preventing them from connecting easily, the Authority should install the stub for them. Mr. Dillenbeck suggested the residents connect into Wallace's pump. Mr. Dillenbeck stated a commitment is needed from the residents before the Authority spends funds for nothing. Mr. Coleman stated if a stub is installed these residents will be required to connect immediately and suggested each resident appear before the board to submit their intention and commitment to connect. Mr. Coleman also stated the current rate payers will want the Authority to recoup the funds.

NEW BUSINESS:

1. Mrs. Daley stated Distributec's attorney sent an easement ratification because the Authority did not sign it. Mr. Coleman stated the Township signed the easement so the Authority did not need to sign it, but he feels the ratification is just repeating what is already on file, so it is acceptable for Mr. Dragos to sign the ratification.

2. Mrs. Hinkle suggested two (2) members from each the Township Committee and the Authority meet to discuss the fair share instead of two (2) full boards. Mr. Weller will be there also.

Motion by Mrs. Hinkle, seconded by Mr. Dillenbeck to appoint Mr. Dillenbeck and Mr. Jenkins as subcommittee to meet with the Township Committee to discuss the fair share.

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

MEETING OPENED TO THE PUBLIC

Mr. Dragos opened the meeting to the public.

MEETING CLOSED TO THE PUBLIC

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

RESOLUTION 2007 - 23 EXECUTIVE SESSION

Motion by Mr. Dillenbeck, seconded by Mr. Dragos to approve Resolution 2007 - 23 to go into Executive session pursuant to N.J.S.A. 10:4-12 to discuss Contractual Matters

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

Mr. Dillenbeck left the meeting at 8:05 pm

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

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

Motion by Mr. Jenkins, seconded by Mrs. Hinkle after reviewing the approval from the Authority's auditor to defer \$75,000 the Township owes for fair share payment until the beginning of 2008

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

RESOLUTION 2007-24

Motion by Mrs. Hinkle, seconded by Mr. Jenkins to adopt Resolution 2007-24 to authorize the Chairman to sign the TWA permit for the Newtons Landing Blvd sewer extension/Pump station elimination project

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

THIS WAS ALREADY ADOPTED AS RESOLUTION 2007-01 ON JANUARY 9, 2007

Motion by Mr. Dragos, seconded by Mr. Jenkins to adjourn the meeting

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

Sharlann Daley
Sec/Treas

April 10, 2007 REGULAR