

**MINUTES
DELANCO SEWERAGE AUTHORITY
OCTOBER 14, 2008**

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

ROLL CALL

Members present Mr. Fynan, Mr. Jenkins, Mr. Dillenbeck

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

Members absent: Mrs. Hinkle, Mr. Lewandowski

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 5, 2008 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. Jenkins, seconded by Mr. Fynan to approve the September 9, 2008 minutes

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

TREASURER'S REPORT:

Motion by Mr. Fynan, seconded by Mr. Jenkins to accept the Treasurer's report for September

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

PAYMENT OF BILLS:

Motion by Mr. Jenkins, seconded by Mr. Fynan to approve the payment of bills totaling \$23,519.01

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

<u>Check #</u>	<u>Payee</u>	<u>Amt Paid</u>
EFTPS	Electronic Federal Tax Payment System	3,071.00
EFTPS	State of New Jersey	440.92
TEPS	P.E.R.S.	683.00
TEPS	NJ State Health Benefits Program	2,389.78
TEPS	NJ State Health Benefits Program	709.08
2478	Baugh Bros	1,020.92
2479	Delanco Sewerage Authority	8,594.00
2480	Environmental Resolutions Inc	940.00
2481	Joseph J. Hays	765.20
2482	Nextel Communications	136.72
2483	One Call Systems Inc	23.40
2484	Postmaster	475.74
2485	PSE&G	2,230.78
2486	Raymond & Coleman, LLP	262.50
2487	Root 24hrs Inc	650.00
2488	Staples Credit Plan	99.99
2489	Vera Taylor	96.40
2490	Township of Delanco	277.53
2491	USA Mobility	17.21
2492	Verizon	157.04
2493	Wilson Web Services	477.80
	TOTAL	\$23,519.01

INTRODUCTION OF 2009 BUDGET:

RESOLUTION 2008 - 24

Motion by Mr. Fynan, seconded by Mr. Jenkins to adopt Resolution 2008-24 to introduce the 2009 Budget and set the public hearing for November 11, 2008

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

RESOLUTION 2008-24

INTRODUCTION OF THE 2009 BUDGET

FISCAL YEAR: FROM JANUARY 1, 2009 TO DECEMBER 31, 2009

WHEREAS, the Annual Budget and Capital Budget for the Delanco Sewerage Authority for the fiscal year beginning January 1, 2009 and ending December 31, 2009 has been presented before the governing body of the Delanco Sewerage Authority at its open public meeting of October 14, 2008 at 7:00 p.m.; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$913,000 Total Appropriations including any Accumulated Deficit if any, of \$945,142 and Total Unrestricted Net Assets utilized of \$32,142; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$100,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$100,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program pursuant of N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Delanco Sewerage Authority, at an open public meeting held on October 14, 2008 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Delanco Sewerage Authority for the fiscal year beginning January 1, 2009 and ending December 31, 2009 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease agreements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Delanco Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 11, 2008.

OLD BUSINESS

1. Engineer's Report:

Road Projects (TV and grouting): Mr. Kirchner suggested televising and grouting on Richard Avenue because the Township is doing road work. However, Mr. Kirchner suggested adding four more streets since these were quoted in 2006 and were not done. The suggested streets to TV and grout are Washington Street, Orchard Street, Second Street between Willow

and Union Avenue, Edward Avenue and Richard Avenue. Mr. Kirchner stated in 2006 the quotes for all these streets was less than \$5,000. Mr. Kirchner suggested requesting quotes to TV these streets with alternates to grout. Mr. Jenkins agreed and would like to remain pro-active on the infiltration.

Motion by Mr. Jenkins, seconded by Mr. Dillenbeck to request at least three (3) quotes not to exceed \$10,000 to televise and grout the following streets Washington Street, Orchard Street, Second Street between Willow and Union Avenue, Edward Avenue and Richard Avenue
Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

Creek Road realignment project: Mr. Kirchner reported the County has authorized their legal department to acquire the right of way. There is an internal project meeting that Mr. Kirchner will be invited to. Mr. Kirchner and Mr. Weller met with First Industrial, the new owners of Jevic. Mr. Kirchner researched a price if DSA were to extend the sewer from Newtons Landing up Creek Road toward Jevic so DSA could pick up some additional customers. Mr. Kirchner stated most could be done by gravity. Mr. Kirchner stated the estimate to complete the Newtons Landing extension to the Coopertown Road pump station is \$600,000 and the estimate to extend the line up to Jevic is an additional \$800,000. Mr. Dillenbeck asked if Jevic's current line could be utilized. Mr. Kirchner stated the line could handle the flow but Jevic's pumps cannot. Mr. Jenkins stated depending on the numbers of customers that are added would either justify or not justify this project. Mr. Fynan asked if all properties along the line need to connect. Mr. Kirchner stated the Township's ordinance states any property within 500 feet of the line must connect. Mr. Kirchner stated there are about eight potential connections which their fair share would equal about \$100,000 each. Mr. Kirchner suggested installing a stub from the gravity going up to Creek Road when the County does their realignment project. The Authority agreed. Mr. Jenkins suggested to keep First Industrial as the current owner and DSA may have to provide First Industrial larger pumps if additional properties want to connect. Mr. Weller suggested DSA take over the pump stations. Mr. Kirchner warned to check the electric and need to obtain an easement. Mr. Kirchner summarized by stating DSA is concerned about the sewer extension to eliminate the pump station, DSA is not concerned about any gravity going up Creek Road and DSA looking into taking over the pump stations at Jevic. Mr. Jenkins asked if parts of the Coopertown Road pump station could be reused in the other pump stations instead of reselling the entire station. Mr. Kirchner and Mr. Weller replied some parts could be reused.

Escrow projects: Rivers Edge performance bond was discussed and more research is required. The Crossings has a letter from the State notifying of their administrative incompleteness.

2. Beverly Sewerage Authority Meeting Report: Mr. Weller reported there is nothing new.

3. Operator's Report: Mr. Weller submitted flow reports and Delanco's flow is 68%. Flows are down by about 20 million gallons per year, therefore the infiltration plan is working. Mr. Weller stated the infiltration work done on Princeton Avenue shows the largest improvement to the system's flows. Mr. Weller stated First Industrial, the new owners of the Jevic property, were supposed to contact Mr. Coleman but never did. Mr. Weller will contact them again and inform them that DSA will assume the responsibility of the pump station. Mr. Weller reported the County plans to purchase the land adjacent to the realignment and subdivide it. Therefore, DSA should install spuds for future connections.

NEW BUSINESS:

1. 931 Coopertown Road dispute. Mrs. Daley stated Mrs. Carol DeBolt informed the office that her rental property is taken off the Township's rental program because a family member is occupying the rental property. Mrs. Daley informed Mrs. DeBolt that even though she is no longer in the Township's rental program, according to DSA her rental unit is still considered two (2) units because there are two (2) kitchens. Mrs. Daley suggested to Mrs. DeBolt remove one of the kitchens, have it inspected and her number of sewer units will be lowered. Mrs. DeBolt informed Mrs. Daley she will contact her attorney.

MEETING OPENED TO THE PUBLIC

Mr. Dillenbeck opened the meeting to the public.

Jack Hoefle, 44 Pennington Court, complained that the minutes of the August meeting were not posted on the Township's website. Mrs. Daley stated it is not high priority.

Mr. Hoefle asked to see the County plans for the Creek Road realignment. Mrs. Daley stated there is not a set on file. Mr. Kirchner will send a set to be filed. A discussion ensued regarding the realignment and traffic flow. Mr. Hoefle asked when construction will begin and Mr.

Kirchner replied the DSA is waiting on the County to acquire the right of way.

Mr. Hoefle asked if the flows for the Newtons Landing pump station included The Point and Mr. Weller confirmed that it did.

MEETING CLOSED TO THE PUBLIC

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

RESOLUTION 2008 - 25 EXECUTIVE SESSION

Motion by Mr. Jenkins, seconded by Mr. Fynan to approve Resolution 2008 - 25 to go into Executive session pursuant to N.J.S.A. 10:4-12 to discuss Contractual Matters

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

Motion by Mr. Dillenbeck, seconded by Mr. Jenkins to return to public session.

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes

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

Roll Call: Mr. Fynan, yes; Mr. Jenkins, yes; Mr. Dillenbeck, yes