

Edgewater Park Sewerage Authority
Regular Meeting Minutes
December 10, 2014@ 7:00pm

The regular meeting of the Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander at the Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read into the record:

- **Public Notice of this hearing was given by:**
 1. **Posting written notice on the official bulletin board at the Municipal Building forty-eight (48) hours prior to the meeting;**
 2. **Mailing written notice to the Burlington County Times and Courier Post; and also**
 3. **Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members in attendance: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing.

The following persons were also in attendance: Mr. George Conard, EPSA Executive Director; Mr. George Saponaro, Esquire, EPSA Solicitor; Mr. Bill Kirchner, PE, EPSA Engineer-ERI; Michelle Atzert, Administrative Assistant/Treasurer and Dalzell K. Williams, EPSA Secretary.

❖ **November 12, 2014 EPSA Regular Monthly Meeting Minutes**

Motion was made by Mr. Holley and 2nd by Mr. Hall to accept the EPSA Regular Meeting Minutes of November 12, 2014. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

❖ **Executive Director/Operator's Report** received.
Report attached

Motion was made by Mr. Hall and 2nd by Mr. Johnson to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

The following was discussed: 1) The Director suggested the Board object to the bill which was submitted by C. Stevenson & Sons due to the price anomaly and provided the Board with estimates from another service provider in order to show the difference in cost; 2) The Director provided the Solicitor with documents (i.e. deeds) in reference to Cooper Valley Village for him to review and provide the Board with an opinion to determine if EPSA or Cooper Valley Village pays for services rendered to their pump station; and 3) The Director suggested the Board extend the Root 24 contract for another month and put the Contract out for Bid with an RFQ. The Board will meet with the President of Root 24 in February 2015. The Director is confident the issues can be resolved.

❖ **Solicitor's Report** received.

Report attached

Motion was made by Mr. Johnson and 2nd by Mrs. Wing to accept the Solicitor's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

The following was discussed: 1) Mr. Saponaro sent another letter to PSE&G, though he reports it will take time, he is confident this matter will be resolved; and 2) Mr. Saponaro will review the documents he received from the Executive Director in reference to Cooper Valley Village and provide the Board with an opinion.

❖ **Engineer's Report** received.

Report attached

Motion was made by Mr. Hall and 2nd by Mr. Holley to accept the Engineer's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

❖ **Old Business**: There was no old business to discuss at this time.

❖ **New Business**: Motion was made by Mr. Hall and 2nd by Mrs. Wing to adopt the 2014/2015 Budget Resolution #2014-18. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion was made by Mr. Alexander and 2nd by Mr. Johnson to adopt the Burlington County Co-op Agreement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

- ❖ **Meeting Opened to the public:** There were no members of the public in attendance at this meeting.
- ❖ **Meeting Closed to the public:** Meeting was closed to the public.
- ❖ **Bills and Vouchers.** Motion was made by Mr. Johnson and 2nd by Mr. Hall to accept the Bills and vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Adjournment. Motion was made by Mr. Holley and 2nd by Mr. Hall to adjourn at 7:37pm. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Respectfully Submitted by,



DALZELL K. WILLIAMS
Secretary

Edgewater Park Sewerage Authority
Regular Meeting Minutes
January 14, 2015@ 7:00pm

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The following statement in compliance with OPMA was read into the record:

- **Public Notice of this hearing was given by:**
- 1. Posting written notice on the official bulletin board at the Municipal Building forty-eight (48) hours prior to the meeting;**
 - 2. Mailing written notice to the Burlington County Times and Courier Post; and also**
 - 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members in attendance: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing.

The following person(s) were also in attendance: Mr. George Conard, EPSA Executive Director; Mr. Doug Burry, Esquire for Mr. George Saponaro, Esquire, EPSA Solicitor; Mr. Bill Kirchner, PE, EPSA Engineer-ERI; Mr. John McElwee, Edgewater Park Township Liaison; and Mrs. Michelle Atzert, Administrative Assistant/Treasurer.

❖ **December 10, 2014 EPSA Regular Monthly Meeting Minutes**

Motion was made by Mr. Holley and 2nd by Mr. Johnson to accept the EPSA Regular Meeting Minutes of December 10, 2014. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

The following was discussed: Mr. Holley questioned why the Board was giving Root 24 an extension if their contract expires in September of 2015. Mr. Alexander mentioned the Minutes should have stated "...the Board is extending the Root 24 contract for two (2) months." This gives the Board the option to go elsewhere or renew their Contract. The Executive Director will be meeting with the President of Root 24 in the near future.

❖ **Executive Director/Operator's Report** received.

Motion was made by Mr. Hall and 2nd by Mr. Holley to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

The following was discussed: The Executive Director proposed purchasing a used Jetter from Riverside Township for \$10,000.00. Mr. Alexander inquired to the cost of purchasing a new one which is approximately \$300,000.00. The Executive Director reported the advantages of the Board making this purchase. A Motion was made by Mr. Alexander to pursue negotiations for purchasing a used Jetter from Riverside Township under a "Shared Services Contract". The Motion was 2nd by Mr. Johnson. A proposal will be submitted to the Board for review within six (6) months.

❖ **Solicitor's Report** received.

Motion was made by Mr. Hall and 2nd by Mrs. Wing to accept the Solicitor's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

Mr. Doug Burry, Esquire reported for Mr. George Saponaro, Esquire and the following was discussed: 1) The P.S.E. & G matter is now being reviewed by an individual in the Customer Support Department; and 2) the Solicitor is still negotiating with Mr. Stevenson for more satisfactory resolution to the Billing Issue.

❖ **Engineer's Report** received.

Motion was made by Mr. Hall and 2nd by Mr. Holley to accept the Engineer's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Alexander opened the floor for discussion.

The following was discussed: In reference to Item #6 Pump Stations on the Engineer Status report, Mr. Holley requested the Engineer list the Pump Stations from "worse to best" in the Report he is preparing to submit to the Board, in order for the Board to prioritize for their next step. The Engineer requested to leave the

Pump Stations in their present numerical order for consistency however each station will have a proposed action plan.

- ❖ **Old Business**: There was no old business to discuss at this time.
- ❖ **New Business**: Mr. Johnson opened the floor for the Administrative Assistant/Treasurer to request holiday pay for the office staff. The Board was made aware the requested amount is already in the budget. Mr. Holley requested a detailed comprehensive proposal be submitted to the Board within the next three (3) months. Mr. Johnson asked if holiday is approved, will the past holidays be paid retroactively. Mr. Alexander stated this can be discussed after receipt of the proposal. A Motion was made by Mr. Johnson and 2nd by Mr. Holley for the Executive Director and/or the Administrative Assistant to draft and submit an Employee Benefit Package to the Board.
- ❖ **Meeting Opened to the public**:
- ❖ **Meeting Closed to the public**:
- ❖ **Financial Statements**: There were no Financial Statements to review due to the fact the State has not returned the Budget.
- ❖ **Bills and Vouchers**. Motion was made by Mr. Hall and 2nd by Mr. Holley to accept the Bills and vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

The Executive Director was congratulated for the Budget having a \$200,000.00 balance remaining after all bills and vouchers were paid. The Board recognized this was a milestone.

- ❖ At 7:50pm the Board voted to go into closed Executive Session.

Adjournment .

Respectfully Submitted by,

MICHELLE ATZERT
Administrative Assistant/Treasurer
MA:dkw

MINUTES OF REORGANIATION MEETING
EDGEWATER PARK SEWERAGE AUTHORITY
WEDNESDAY, FEBRUARY 4, 2015

The Re-Organization Meeting of The Edgewater Park Sewerage Authority was called to order by Mrs. Michelle Atzert at 6:30pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, N.J., 08010.

PUBLIC NOTICE of this meeting pursuant to Open Public Meetings Act was given by Official Annual Notice by the Edgewater Park Sewerage Authority on February 20, 2014 in the following manners: 1) Posted written notice of the Annual Meeting the official bulletin board at the Township Administrative Building, 2) Written notice delivered to the Burlington County Times and mailed to the Courier Post, and 3) Filed written with the Clerk of the Township of Edgewater Park.

SWEARING IN OF MR. JAMES HALL FOR THE APPOINTMENT TO THE SEWER AUTHORITY FOR A FIVE (5) YEAR TERM: with the Oath administered by Mr. George Saponaro from The Law Offices of Saponaro & Sitzler. The original Affidavit is filed in the Authority.

Roll call revealed the following Authority Members present: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing. .

Also, present were Mr. George Conard (EPSA Executive Director), Mr. Brent Lee (Auditor), Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Edgewater Park Committeeman Mr. John McElwee, Mrs. Judy Hall (Senior Advisory Committee), Mrs. Dalzell Williams (EPSA Secretary) and Mrs. Michelle Atzert (EPSA Administrative Asst/Treasurer).

APPOINTMENT OF A CHAIRMAN FOR THE YEAR 2015:

Nominations- Mr. Kevin Johnson was nominated by Mr. Lester Holley.

Mr. Lester Holley made the motion and 2nd by Mr. James Hall to close the nomination for Chairman. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appointment Mr. Kevin Johnson as Chairman was approved.

CHAIRMAN CALLS FOR AN APPOINTMENT FOR VICE-CHAIRMAN FOR THE YEAR 2015

Nominations- Mr. James Hall was nominated by Mr. Lester Holley.

Mr. Lester Holley made the motion and 2nd by Mrs. Geraldine Wing to close the nomination for Vice-Chairman. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Mr. James Hall as Vice-Chairman was approved.

RESOLUTION 2015-#01- DESIGNATING DATES OF MEETINGS:

BE IT FURTHER RESOLVED, that the Meeting dates be set for the year and that the Reorganization Meeting be scheduled for February 3, 2016 at 6:30PM.

Motion: Mr. Lester Holley made the motion and 2nd by Mr. James Hall to approve the monthly meeting dates for the year 2015.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.
Motion was approved.

RESOLUTION 2015-#02- DESIGNATING THE OFFICIAL NEWSPAPER OF THE AUTHORITY FOR PUBLICATION OF NOTICES WHERE REQUIRED BY LAW:

Nominations: Burlington County Times and Courier Post was nominated by Mr. Lester Holley.
Motion: Mr. Lester Holley made the motion and 2nd by Mrs. Geraldine Wing to approve Burlington County Times and The Courier Post as the Official Newspapers for the Authority.
Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.
Motion was approved.

RESOLUTION 2015-#03- DESIGNATING DEPOSITORY (DELANCO BANK) FOR THE YEAR 2015: (Main Deposit and Idle Funds of the Authority).

MAIN DEPOSITORY: Delanco Federal Savings Bank

IDLE FUNDS: Delanco Federal Saving Bank

Motion: Mr. James Hall made the motion and 2nd by Mr. Lester Holley to designate Delanco Federal Saving Bank as the Depository Bank for the year 2015.
Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.
Motion was approved.

RESOLUTION 2015-#04- APPOINTMENT OF AN AUDITOR:

Nominations- Mr. Lester Holley nominated Mr. Brent Lee.
Mr. Lester Holley made the motion and 2nd by Mr. Kevin Johnson to appoint Mr. Brent Lee as Auditor for the year 2015.
Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Ms. Geraldine Wing voted yea on roll call.
Motion to appoint Mr. Brent Lee was approved.

RESOLUTION 2015-#05- APPOINTMENT OF A SOLICITOR:

Nominations- Mr. Kevin Johnson nominated Saponaro & Sitzler.
Mr. Kevin Johnson made the motion and 2nd by Mrs. Geraldine Wing to appoint Saponaro & Sitzler as Solicitor for the year 2015.
Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.
Motion to appoint Saponaro & Sitzler was approved.

RESOLUTION 2015-#06- APPOINTMENT OF ENGINEER:

Nominations- Mr. Lester Holley nominated Environmental Resolutions, Inc.
Mr. Lester Holley made the motion and 2nd by Mr. James Hall to appoint Environmental Resolutions, Inc. as Engineer for the year 2015.
Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Ms. Geraldine Wing voted yea on roll call.
Motion to appoint Environmental Resolutions, Inc. was approved.

RESOLUTION 2015-#07- APPOINTMENT OF A CONFLICT ENGINEER:

Nominations- Mr. Lester Holley nominated Alaimo Group.

Mr. Lester Holley made the motion and 2nd by Mr. James Hall to appoint Alaimo Group as Conflict/Special Project Engineer for the year 2015.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Alaimo Group was approved.

RESOLUTION 2015-#08- APPOINTMENT OF AN INSURANCE BROKER:

Nominations- Mr. Lester Holley nominated Haines & Haines/T.C. Irons as Insurance Broker.

Mr. Lester Holley made the motion and 2nd by Mr. Kevin Johnson to appoint Haines & Haines/T.C. Irons as Insurance Broker for the year 2015.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Haines & Haines/T.C. Irons was approved.

RESOLUTION 2015-#09- APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER (GEORGE F. CONARD, SR.):

Purpose of ensuring all those individuals and corporations who have contracts with the Edgewater Park Sewerage Authority comply with all Equal Opportunity rules and regulations.

Mr. Lester Holley made the motion and 2nd by Mr. James Hall to appoint George Conard Sr. as Public Agency Compliance Officer for the year 2015.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Ms. Geraldine Wing voted yea on roll call.

Motion to appoint George F. Conard, Sr. was approved.

RESOLUTION 2015-#10- GRANTING THE EXECUTIVE DIRECTOR & CHAIRMAN OF THE AUTHORITY TO EXECUTE NJDEP AND EPA APPLICATIONS:

Mr. Lester Holley made the motion and 2nd by Mr. James Hall to grant the Executive Director & Chairman Of The Edgewater Park Sewerage Authority the authority to execute NJDEP and EPA applications.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Executive Director George F. Conard, Sr. & Chairman Mr. Kevin Johnson was approved.

RESOLUTION 2015-#11- AUTHORIZING THE AUTHORITY TO PURCHASE UNDER STATE CONTRACT:

Mr. James Hall made the motion and 2nd by Mr. Lester Holley to authorize The Edgewater Park Sewerage Authority to have the authority to purchase under state contract.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to authorize Edgewater Park Sewerage Authority was approved.

RESOLUTION 2015-#12- APPOINTMENT OF A BOARD SECRETARY:

Nominations- Mr. Lester Holley nominated Mrs. Geraldine Wing as Board Secretary.

Mr. Lester Holley made the motion and 2nd by Mr. Kevin Johnson to appoint Mrs. Geraldine Wing as Board Secretary.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Mrs. Geraldine Wing was approved.

RESOLUTION 2015-#13- APPOINTMENT OF A TREASURER:

Nominations- Mr. Lester Holley nominated Mrs. Michelle Atzert as Treasurer.

Mr. Lester Holley made the motion and 2nd by Ms. Geraldine Wing to appoint Mrs. Michelle Atzert as Treasurer.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Motion to appoint Mrs. Michelle Atzert was approved.

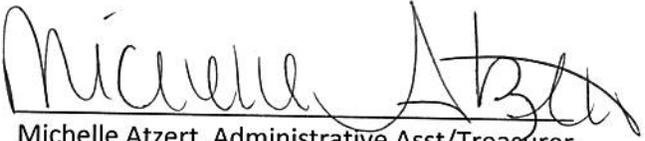
MOTION TO ADJOURN 2015 REORGANIZATION MEETING:

Mr. Kevin Johnson made the motion and 2nd by Mr. James Hall to adjourn the Reorganization Meeting at 6:44 PM.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Meeting was adjourned at 6:44 PM.

Respectfully Submitted by Mrs. Michelle Atzert, EPSA Administrative Assistant/Treasurer


Michelle Atzert, Administrative Asst/Treasurer

Edgewater Park Sewerage Authority
Regular Meeting Minutes
February 4, 2015@ 6:45pm

The regular meeting of the Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at the Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read into the record:

- **Public Notice of this hearing was given by:**
 1. **Posting written notice on the official bulletin board at the Municipal Building forty-eight (48) hours prior to the meeting;**
 2. **Mailing written notice to the Burlington County Times and Courier Post; and also**
 3. **Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members in attendance: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing.

The following person(s) were also in attendance: Mr. George Conard, EPSA Executive Director; Mr. George Saponaro, Esquire, EPSA Solicitor; Mr. Bill Kirchner, PE, EPSA Engineer-ERI; Mr. John McElwee, Edgewater Park Township Liaison; Mrs. Judy Hall, Resident & Senior Advisory Board Liaison; Mr. Brent Lee, Auditor for the Edgewater Park Sewerage Authority; Mrs. Michelle Atzert, Administrative Assistant/Treasurer; and Mrs. Dalzell K. Williams, Secretary.

❖ **January 14, 2015 EPSA Regular Monthly Meeting Minutes**

Motion was made by Mr. Alexander and 2nd by Mr. Holley to accept the EPSA Regular Meeting Minutes of January 14, 2015. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion.

❖ **January 14, 2015 Executive Session Minutes**

Motion was made by Mr. Alexander and 2nd by Mr. Holley to accept the January 14, 2015 Executive Session Minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion.

❖ **Executive Director/Operator's Report** received.

Motion was made by Mr. Hall and 2nd by Mrs. Wing to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion.

The following was discussed:

1. The Executive Director reported the January 26, 2015 OPRA Request had been compiled and forwarded to the requestor, Heather Grieco;
2. The Executive Director reported Dennis from United Computers came to the office on February 4, 2015, to look at the server and computers. The Executive Director stated Dennis noted the computer at the secretary's desk is outdated and would have to be replaced. Mr. Alexander inquired if it would be more cost effective to back-up the data to the "cloud" and just purchase one computer. The Chairman instructed the Executive Director to get three (3) bids; and
3. The Executive Director reported the details concerning the illegally dumped grease at the pump station. Mr. Holley requested the Executive Director send a letter to all nearby businesses informing them dumping grease in the manhole is illegal and cite the regulation. The Executive Director stated the Department of Environmental Protection ("DEP") has sent a letter to the businesses. Mr. Holley requested a copy of this letter. The Chairman inquired about placing cameras at the pump stations. A brief discussion followed with no decision being reached.

❖ **Solicitor's Report** received.

Motion was made by Mr. Holley and 2nd by Mr. Hall to accept the Solicitor's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion.

The following was discussed:

1. Mr. Saponaro reported no change as to the P.S.E. & G overpayment issue;
2. As for the Stevenson & Son billing issue, Mr. Saponaro reported he spoke with the attorney for Stevenson & Son, who stated he would be discussing this with his client and will contact Mr. Saponaro after he speaks with Mr. Stevenson; and
3. In reference to the Cooper Valley Pump Station, Mr. Saponaro reported in 1972, the Edgewater Park Sewerage Authority agreed to take over maintenance of the Cooper Valley Pump Station. Thus, maintenance of the pump station is and remains the responsibility of the Edgewater Park Sewerage Authority.

❖ **Engineer's Report** received.

Motion was made by Mr. Holley and 2nd by Mrs. Wing to accept the Engineer's Report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion.

Mr. Kirchner reported there were no significant changes to report at this time.

❖ **Old Business:**

➤ **Root 24 Contract**
Presented by: Brent Lee, EPSA Auditor

Mr. Lee stated his concern the maintenance contract held by Root 24 had not been placed "out for bids" and since this contract is the largest of the Authority's contracts, Mr. Lee felt questions may be raised.

Mr. Holley noted the Board voted to extend Root 24's contract for purposes of reviewing other alternatives (*see Edgewater Park Sewerage Authority Regular Monthly Minutes dated January 14, 2015*). A detailed discussion followed wherein the Executive Director agreed to place the contract out for bids and Mr. Saponaro and Mr. Kirschner will review a bidding process conducive to Root 24 and the Edgewater Park Sewerage Authority budget.

A Motion was made by Mr. Alexander and 2nd by Mr. Hall to extend Root 24's contract for an additional sixty (60) days. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

➤ **Employee Incentive Policy to Include Paid Holidays**
Presented by: Michelle Atzert, Administrative Assistant/Treasurer

A Motion was made by Mr. Alexander and 2nd by Mr. Johnson. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call. Mr. Johnson opened the floor for discussion. Mr. Holley voted yea however he did not agree with Easter Monday, April 6, 2015 being included as a holiday.

- ❖ **New Business:** There was no new business to discuss at this time.
- ❖ **Meeting Opened to the public:** Mrs. Judy Hall, resident and Senior Advisory Board Liaison reported senior residents have been complaining of the lack of handicap parking spaces when they come to pay their sewer bill. Mrs. Hall noted there are two (2) handicap parking spaces located at the end of the building by the New Era Barbershop. Mrs. Hall then yielded the floor to Mr. John McElwee, Edgewater Park Township Liaison, who proposed placing two (2) handicap accessible/designations spaces at the corner of the building pending Mr. Ike's (the building landlord) approval. Mr. McElwee will also speak with the Township about signs.

Mr. Alexander proposed following Wegman's example designating "courtesy parking". Mr. Hall agreed with this suggestion. The Executive Director stated he will also speak with Mr. Ike.
- ❖ **Meeting Closed to the public.**
- ❖ **Financial Statements:** There were no Financial Statements to review. The Treasurer is still waiting for the Adopted Budget to be returned from the State.

- ❖ **Bills and Vouchers**. Motion was made by Mr. Alexander and 2nd by Mr. Hall to accept the Bills and vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.
- ❖ At 7:41pm the Board voted to go into closed Executive Session to discuss an issue concerning Personnel.

Adjournment.

Respectfully Submitted by,


DALZELL K. WILLIAMS

Secretary

:dkw

EDGEWATER PARK SEWERAGE AUTHORITY
EXECUTIVE SESSION MINUTES
Meeting February 4, 2015

Motion was made by Mr. Alexander to go into Executive Session, seconded by Mr. Holley. All voted in favor and the Authority went into Executive Session at 7:42 p.m. for the purpose of discussing personnel.

Executive Director George Conard explained that the Authority had received a \$100.00 cash payment in November; it had been lost or gone missing. The Treasurer for the Authority, Michelle Atzert further outlined what had occurred. Ms. Atzert had been on vacation during the week in November and the Sewerage Authority Secretary Dalzell Williams was in the office late in the day. Mr. Conard had taken the day's deposits to the bank at approximately 3:00 p.m. or thereabouts. A \$100.00 cash payment was received by Ms. Williams.

Ms. Atzert and/or Mr. Conard had noticed later that the money was missing. Ms. Williams had explained that she did not recall what had occurred with the money. Ms. Atzert noted that Ms. Williams however, had properly recorded or logged the payment into the system under the name of the resident who made the payment. Additionally, a receipt had been provided to the resident and the Authority had retained a copy. Presumably the \$100.00 had been thrown away, per Ms. Atzert and Mr. Conard. Both pointed out that it was unknown as to whether a deposit slip was prepared by Ms. Williams. Ms. Williams had provided a written statement wherein she indicated that she had no idea what happened, would never steal from the Authority, and further offered to repay the \$100.00.

All members of the Authority concurred that if there were any intentional act by Ms. Williams that it would not make sense to record both a receipt as well as to log the money into the system. Additionally, this is the first occasion that this had occurred.

Mr. Holley initiated discussion as to whether or not the Authority was doing all that it could procedurally to ensure that errors did not occur, and that all payments were properly recorded. It was noted by the Authority that the Auditor had previously indicated that two individuals should generally be in the office at all times. Mr. Conard noted that he had not thought of leaving early, and felt that in the future if someone was on vacation, that the Authority should always have two individuals in the office, until the close of business.

The Authority discussed if any action was appropriate to Ms. Williams, in the form of a warning. It was agreed that a letter would be provided to her generally indicating that all Members of the Authority should be careful at all times with cash deposits, and that further in the future procedural steps would be taken to ensure that two individuals would always be present.

A motion was made by Mr. Hall, seconded by Mr. Alexander to close Executive Session and return to Public. All voted in favor. A Motion was then made to adjourn the meeting at 7:56 p.m. by Mr. Alexander, seconded by Ms. Wing. All voted in favor. Meeting adjourned.

Submitted by George R. Saponaro, Esquire

Saponaro & Sitzler, Solicitor

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
March 11, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mr. James Hall, Mr. Kevin Johnson and Mrs. Geraldine Wing. Mr. Lester Holley arrived at 7:09pm.

Also present were, Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. Bill Kirchner (Engineer-ERI), Ms. Joanna Bermingham (ERI), Mr. Brent Lee (Auditor), Mrs. Dalzell Williams (EPSA Secretary) and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Residents, Mr. George Barszcz, 502 Keim Street, and Mr. Donald MacMillan, 420 Keim Street were also present.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the 2015 Reorganization Meeting Minutes. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the February 4, 2015, regular meeting minutes. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the February 4, 2015, Executive Session Meeting Minutes. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the EPSA 2014 Auditor's Report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the Executive Director's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Holley and 2nd by Mr. Hall to accept the Solicitor's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Hall and 2nd by Mrs. Wing to accept the Engineer's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Old Business: Specs for bidding Operations & Maintenance

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to authorize Executive Director and Engineer to place Specs for Operation and Maintenance out for bid and due back April 2nd at 10am in the EPSA office. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

New Business: Resolution #2015-14 Backbone Edgewater Bond Reduction

MOTION was made by Mr. Holley and 2nd by Mrs. Wing to accept Resolution #2015-14 Backbone Edgewater Bond Reduction. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Correspondence: Beverly-Edgewater Park Memorial Day Parade

MOTION was made by Mr. Holley and 2nd by Mr. Hall to donate \$100.00 to the Beverly-Edgewater Park Memorial Day Parade. Mr. Alexander, Mr. Hall, Mr. Holley and Mrs. Wing voted yea on roll call. Mr. Johnson abstained as he is Co-Chair on the Parade Committee.

NJWEA Conference May 11-15, 2015.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to table decision on attending the NJWEA Conference in May 11-15, 2015 until the April meeting. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Meeting opened to the public:

Resident Mr. George Barszcz at 502 Keim Street & Mr. Don McMillan at 420 Keim Street discussed their sewer issues over the years and whose responsible them or the Authority.

Meeting closed to the public:

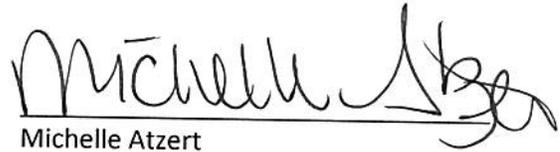
MOTION was made by Mr. Alexander and 2nd by Mr. Holley to permit Executive Director to "TV" the line at 502 Keim Street. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mrs. Wing to table the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Holley and 2nd by Mr. Johnson to accept the Bills and Vouchers. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Holley and 2nd by Mr. Hall to adjourn at 8:19PM. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Michelle Atzert", written over a horizontal line.

Michelle Atzert
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
April 8, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mr. Kevin Johnson, Mr. Lester Holley and Mrs. Geraldine Wing. Mr. James Hall was absent.

Also present were, Mr. George Conard (EPSA Executive Director), Mr. Justin Yost (Saponaro & Sitzler, Solicitor), Mr. Bill Kirchner (Engineer-ERI) and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Mr. John McElwee, EPT Committeeman, Ms. Michele Ciuro, All Covered-United Computers.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the March 11, 2015 Meeting Minutes. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Executive Director's report. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mrs. Wing to accept the Solicitor's report. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Holley and 2nd by Mr. Alexander to accept the Engineer's report. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the recommendation of the Engineer to award Municipal Maintenance the contract for Operations & Maintenance. Resolution #2015-15. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Old Business:

NJWEA Conference May 11-15, 2015

~Board Members do not plan to attend.

New Business:

Michele Ciuro, Account Manager with All Covered/United

~Presented the board with a proposal for network upgrade.

Correspondence:

None

Meeting opened to the public:

Meeting closed to the public:

MOTION was made by Mrs. Wing and 2nd by Mr. Holley to accept the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

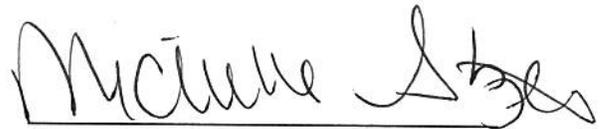
MOTION was made by Mr. Alexander and 2nd by Mr. Wing to accept the Bills and Vouchers. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley for Mr. George Conard, Executive Director, to work Thursdays for \$150.00 until the Secretary position is filled. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea on roll call.

Mr. Johnson mentioned he wanted to look through the resumes for the Secretary position along with Mr. Conard and Mrs. Atzert.

MOTION was made by Mr. Alexander and 2nd by Mrs. Wing to adjourn at 8:26PM. Mr. Alexander, Mr. Holley, Mr. Johnson and Mrs. Wing voted yea.

Respectfully submitted by,



Michelle Atzert

Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
May 13, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

MOTION was made Mr. Holley and 2nd by Mr. Johnson to accept Mrs. Geraldine Wing's resignation on the EPSA Board effective April 21, 2015. Mr. Hall, Mr. Johnson, and Mr. Holley voted yea on roll call. Mr. Alexander was not present at the time of the vote.

Oath of Office Administered to Mr. Tom Pullion by Mr. Doug Burry.

Roll Call revealed the following board members were present: Mr. John Alexander (arrived at 7:05PM), Mr. James Hall, Mr. Kevin Johnson, Mr. Lester Holley and Mr. Tom Pullion.

Also present were, Mr. Doug Burry (Saponaro & Sitzler, Solicitor), Mr. Bill Kirchner (Engineer-ERI) and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Mr. John McElwee, EPT Committeeman, Mrs. Judy Hall, Senior Advisory Committee Chairwoman.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the April 8, 2015, Meeting Minutes. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Hall and Mr. Pullion abstained.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Johnson to accept the Executive Director's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Holley and 2nd by Mr. Johnson to approve the hire of Elise Stein for the position of the Edgewater Park Sewerage Authority's Secretary effective May 18, 2015. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the Solicitor's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Hall to accept the Engineer's report. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Old Business:

Network Upgrade was tabled due to waiting on another estimate to come in.

Correspondence:

Road Projects – Mr. Holly stated the EPSA should have advanced notice of all future road projects.

Mr. Bello's letter – Saponaro & Sitler's office will follow up with a letter to Mr. Bello.

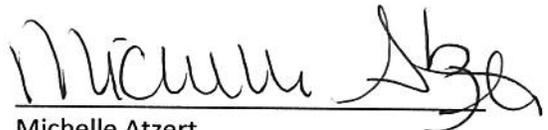
Meeting opened to the public:

Meeting closed to the public:

MOTION was made by Mr. Alexander and 2nd by Mr. Johnson to accept the EPSA's Treasurer's Financial Statement and the Bills & Vouchers. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Hall and 2nd by Mr. Johnson to adjourn at 7:58PM. Mr. Alexander, Mr. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Michelle Atzert", written over a horizontal line.

Michelle Atzert

Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
June 10, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mr. Kevin Johnson and Mr. Lester Holley. Mr. James Hall and Mr. Tom Pullion were absent.

Also present were, Mr. George Saponaro (Saponaro & Sitzler, Solicitor), Mr. Bill Kirchner (Engineer-ERI), Mr. Rakesh Darji (ERI), Mrs. Elise Stein (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Mr. John McElwee, EPT Committeeman and Mr. Jeff Stevenson (C. Stevenson & Son's) was also in attendance.

MOTION was made by Mr. Holley and 2nd by Mr. Johnson to accept the May 13, 2015, Meeting Minutes. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to accept the Executive Director's report. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Holley and 2nd by Mr. Johnson to approve the hire of Elise Stein for the position of the Edgewater Park Sewerage Authority's Secretary effective May 18, 2015. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Holley and 2nd by Mr. Alexander to accept the Solicitor's report. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to accept the Engineer's report. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley for the Solicitor, Auditor, Engineer and Executive Director to put a financial plan together to fund the project of the elimination of PS#5 and report back to the board at the next meeting in July. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

Old Business:

Network Upgrade- 3 Proposals were received

MOTION was made by Mr. Alexander and 2nd by Mr. Johnson to form a subcommittee with Mr. Alexander, Mr. Johnson and Mr. Pullion to review the 3 proposals for the network upgrade and report back to the committee in 2 weeks (June 24th). Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

Correspondence: None

Edgewater Park Community Fall Festival on October 17, 2015, the board agreed to participate and like last year, have a table set up with literature of the master plan.

Meeting opened to the public:

Mr. Jeff Stevenson from C. Stevenson & Son's spoke regarding an outstanding invoice that EPSA has not paid since November 2014. Mr. Saponaro advised the board not to discuss further as this matter should be discussed between attorneys per court rules. Mr. Stevenson advised Mr. Saponaro that his attorney was only hired to forward a letter to the Authority's Solicitor. Mr. Saponaro told Mr. Stevenson that he needs in writing stating he no longer has representation.

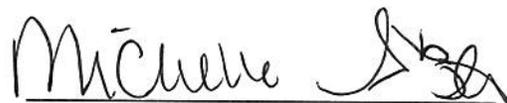
Meeting closed to the public:

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to accept the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Bills & Vouchers. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to adjourn at 7:45PM. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea.

Respectfully submitted by,



Michelle Atzert

Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
July 8, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mr. Kevin Johnson, Mr. Lester Holley and Mr. Tom Pullion. Mr. James Hall was absent.

Also present were: Mr. George Conard, EPSA , Executive Director, Mr. Doug Burry (Saponaro Law Group, Solicitor), Mr. Bill Kirchner (Engineer-ERI), Mrs. Elise Stein (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Lisa Morell was also in attendance at 7:20 PM.

MOTION was made by Mr. Alexander and 2nd by Mr. Johnson to accept the June 10, 2015, Meeting Minutes. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Pullion voted yea but abstained on the hire of Elise Stein. Mr. Holley noted that Mr. Hall and Mr. Pullion need to be removed from the minutes as they did not vote on this motion.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Executive Director's report. Mr. Alexander, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Conard reported that only one revised quote for the new server was received. He also reported that tax sale notices were sent out on June 18th. He also mentioned that Municipal Maintenance's performance is okay.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to accept the Solicitor's report. Mr. Alexander, Mr. Holley and Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Holley questioned Mr. Burry on what would be a fair amount to settle on for Stevenson and Son. Mr. Burry responded that he believed between \$2500 and \$3500 would be a fair amount and suggested that Mr. Conard contact Mr. Rosenberg to settle on an amount. Mr. Burry also reported that his office will be sending a memo regarding the bonding issue.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to accept the Engineer's report. Mr. Alexander, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Kirchner reported that as soon as the sewer connection is made at Fox Run, the EPSA can start to bill for service. Mr. Kirchner will send notice to the builder to let them know when billing will begin. Also, the township has not authorized any work to begin on replacement or removal of pump stations.

Old Business:

The subcommittee met to discuss what was needed for the network upgrade. Once it was determined what was needed, the subcommittee decided that the three proposals that were received would be given the opportunity to resubmit. All Covered was the only vendor to resubmit and they stood by their original proposal. The Board decided to give Joe Masterson the opportunity to provide a new proposal. Michelle Atzert will contact him and advise him that he has until Monday (July 13th) to submit the proposal.

New Business:

Mr. Johnson reported that Mr. Hall is not well and to keep his family in your thoughts.

Correspondence:

Edgewater Park's Community Fall Festival

Mr. Johnson recommended participating in the festival and all agreed. Mr. Kirchner stated that he would supply boards for display. Mr. Johnson requested that Michelle have pens and calendar magnets supplied also.

Meeting opened to the public:

Lisa Morell questioned when Adams Avenue is going to get done. Mr. Johnson replied that he will check with the township and get an answer. Mrs. Morell also inquired about the fence behind her house. She said that the fence is owned by the Sewerage Authority and it is covered by vines. She would like to have the vines removed. Mr. Conard responded that he will look at it on Monday with Mr. Johnson and assess the situation.

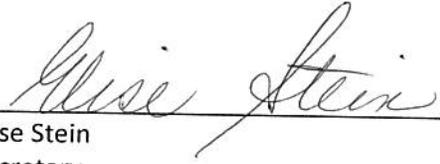
Meeting closed to the public:

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to accept the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Holley and 2nd by Mr. Alexander to accept the Bills & Vouchers. Mr. Alexander, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to adjourn at 7:40PM. Mr. Alexander, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea.

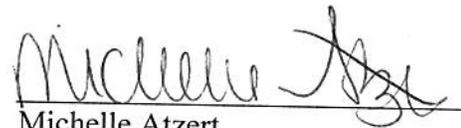
Respectfully submitted by,

A handwritten signature in cursive script, reading "Elise Stein", written over a horizontal line.

Elise Stein
Secretary

EDGEWATER PARK SEWERAGE AUTHORITY
1123 COOPER STREET
EDGEWATER PARK, NJ 08010
(609) 877-1411 / Fax (609) 835-6676

THE EDGEWATER PARK SEWERAGE AUTHORITY DID NOT HAVE A
MEETING IN AUGUST DUE TO LACK OF QUORUM.

A handwritten signature in black ink, appearing to read "Michelle Atzert", written over a horizontal line.

Michelle Atzert
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
September 9, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this hearing was given by:

- 1. Posting written notice on the official bulletin board at the municipal Building forty-eight hours (48) prior to the meeting;**
- 2. Mailing written notice to the Burlington County Times and Courier Post; and also;**
- 3. Hand delivered notice to the Clerk of the Township of Edgewater Park.**

Oath of Office was administered to Mrs. Judith Hall by George Saponaro.

Roll Call revealed the following board members were present: Mr. John Alexander, Mr. Kevin Johnson, Mr. Lester Holley and Mrs. Judith Hall. Mr. Tom Pullion was absent.

Also present were: Mr. George Saponaro (Saponaro Law Group, Solicitor), Mr. Bill Kirchner (Engineer-ERI), Mrs. Elise Stein (EPSA Secretary), Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer) and John McElwee, EPT Committeeman.

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to accept the July 8, 2015, Meeting Minutes. Mr. Alexander, Mr. Holley and Mr. Johnson voted yea on roll call. Mrs. Hall abstained.

Nominations for Co-Chairman

MOTION was made by Mr. Johnson to nominate Mr. Holley for co-chairman and 2nd by Mr. Alexander. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call.

Introduction to 2016 Budget

This year's budget will include identifying how to pay for the removal of Pump Station 5. A special meeting will be scheduled to approve the budget. The tentative date is September 23rd at 5 P.M. Notice of the special meeting will be publicized ahead of time. A subcommittee consisting of Mr. Alexander and Mr. Holley will meet with the auditor prior to the special meeting.

Executive Director/Operator's Report received.

See attached report.

The Board agreed with Mr. Conard's request to increase Mrs. Atzert's salary by \$1 per hour, but will approve it once the budget is accepted. The increase will be made retro from September 17th.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Solicitor's report. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Holley commented that no one from the EPSA should discuss any matters with Mr. Bello. He should be told to contact the solicitor. Mr. Saponaro said that the township police have been alerted about the safety issue regarding Mr. Bello.

Engineer's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Engineer's report. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Kirchner commented that the estimated cost of eliminating Pump Station 5 has been reduced to \$475,000.

Old Business:

Four quotes were received for the network upgrade. The Board decided to wait for Mr. Pullion to review the proposals and then have a subcommittee meeting and present their recommendation to the Board.

New Business:

4 Johnson Place had their lawn dug up in the backyard by Root 24 to repair a main break. Once the lawn was dug up, it was realized that there was no main and the lawn now needs to be repaired. The Board decided to wait and see if Root 24 is going to repair the lawn before any action is taken by the EPSA. The EPSA issued a complaint to the Board of Health. The Board of Health investigated and found nothing.

100 and 102 Alexander had a line break in the wall and raw sewage is backing up in the garage at 100, causing black mold. The EPSA issued a complaint to the Board of Health. The Board of Health went out to investigate but no one was home at the time. A card with contact information was left at the residence.

Correspondence:

Copies of the letters from Mr. Jeffrey Bello were included in the meeting packets. This was discussed during the solicitor's report.

Meeting opened to the public:

There were no questions or comments from the public.

Meeting closed to the public:

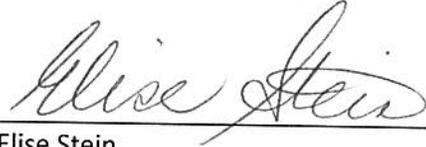
MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Holley questioned if there were a surplus from this year would it carry over to the new budget. The answer was "yes".

MOTION was made by Mr. Johnson and 2nd by Mr. Alexander to accept the Bills & Vouchers. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Alexander to adjourn at 7:50 P.M. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson and voted yea.

Mrs. Atzert announced that pens have been ordered for the Edgewater Park Fall Festival.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Elise Stein". The signature is written in black ink and is positioned above a horizontal line.

Elise Stein
Secretary

**EDGEWATER PARK SEWERAGE AUTHORITY
SPECIAL MEETING MINUTES
September 29, 2015**

The special meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this meeting pursuant to the open meetings act has been given by the Edgewater Park Sewerage Authority in the following manner:

- 1. By posting written notice on the official bulletin board at the municipal Building on September 23, 2015**
- 2. By emailing written notice to the Burlington County Times and Courier Post on September 23, 2015 and also;**
- 3. By emailing written notice to the Clerk of the Township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mrs. Judith Hall, Mr. Lester Holley, and Mr. Kevin Johnson. Mr. Tom Pullion was absent.

Also present were, Mr. George Conard (Executive Director), Mr. Justin Yost (Saponaro Law Firm, Solicitor), Mr. Bill Kirchner (Engineer-ERI), Mr. Brent Lee (Auditor), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Mr. John McElwee, EPT Committeeman was also in attendance.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the 2016 EPSA Budget. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call.

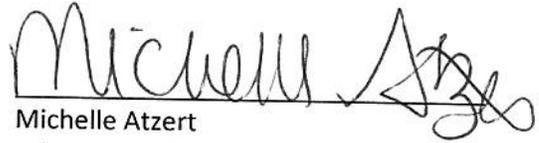
Discussion:

- The road project on Bridgeboro Road will now have a start date of Spring 2016 and the elimination of PS#5 will take place then.
- Mr. Holley inquired about the salary increases in the Administration but not for the Authority Members. The Director, Mr. Conard, mentioned that the Authority Members salary increase would have to come from the Township Committee since the Members are appointed by the Committee. Discussion of the Authority Salaries will be put on the agenda for the regular meeting on October 14, 2015.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to appoint Mrs. Judith Hall as the EPSA Board Secretary to replace Mrs. Geraldine Wing effective September 29, 2015 for the remainder of the term. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call.

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to adjourn at 7:28PM.
Mr. Alexander, Mr. Hall, Mr. Holley and Mr. Johnson voted yea.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Michelle Atzert", with a stylized flourish at the end.

Michelle Atzert
Administrative Assistant/Treasurer

EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
October 14, 2015

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this meeting pursuant to the open meetings act has been given by the Edgewater Park Sewerage Authority in the following manner on February 9, 2015:

1. **By posting written notice on the official bulletin board at the Municipal Building.**
2. **By emailing written notice to the Burlington County Times and the Courier Post**
3. **By emailing written notice to the Clerk of the township of Edgewater Park.**

Roll Call revealed the following board members were present: Mr. John Alexander, Mrs. Judith Hall, Mr. Lester Holley, Mr. Kevin Johnson, and Mr. Tom Pullion.

Also present were: Mr. Doug Burry (Solicitor, Saponaro Law Group), Mr. Bill Kirchner (Engineer, ERI), Mr. George Conard (EPSA Executive Director), Mrs. Elise Stein (EPSA Secretary), Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer) and John McElwee, EPT Committeeman.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the September 9, 2015, Meeting Minutes. Mr. Alexander, Mrs. Hall, Mr. Holley and Mr. Johnson voted yea on roll call. Mr. Pullion abstained.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the September 29, 2015 Special Meeting Minutes. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson voted yea on roll call. Mr. Pullion abstained.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Executive Director's report. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the Solicitor's report. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Engineer's Report received.

See attached report.

Due to time restraints, Mr. Kirchner requested that the Board authorize Item 1 (Construction Plans) and Item 2 (Treatment Works Approval) of the Mount Holly Road Sewer Extension Project.

Motion was made by Mr. Alexander and 2nd by Mr. Johnson to authorize Mr. Kirchner to proceed with Items 1 and 2 of the Mount Holly Road Sewer Extension Project. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call to accept the Solicitor's report.

Old Business:

The decision on the network upgrade is still being discussed. Mr. Burry feels that if Tom Pullion's company provides the upgrade, it may be perceived by the public that Tom will benefit from that. Mrs. Atzert is going to request Intersoft Technologies to clarify two items on their quote and report back to the Board.

A few of the board members as well as Mrs. Atzert will be attending the Fall Fest on October 17th to represent the EPSA. Mr. Kirchner has provided three boards for display.

New Business:

Mr. Johnson announced that it is the Board's decision to make changes in board member salaries. Mr. Holley clarified that he only questioned board member salary increases because they were not included in the budget for 2016. He suggested including them in next year's budget.

Correspondence:

Copies of the letter from the homeowner at 4 Johnson Place were included in the meeting packets. The homeowner is requesting that the EPSA be responsible for the cost of the repair to their backyard. Mr. Burry believes that the EPSA has immunity from any liability because the work was done in good faith. Mr. Johnson requested that Mr. Burry send a letter to the homeowner to explain that.

The Board agreed to refund Corelogic and Delhaize for overpayment of funds related to the tax sale in September.

Meeting opened to the public:

There were no questions or comments from the public.

Meeting closed to the public:

The meeting went into closed session. Minutes from the closed session will be provided by Mr. Burry.

Motion was made by Mr. Johnson and 2nd by Mr. Pullion to go back into open session. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

Motion was made by Mr. Johnson and 2nd by Mr. Holley to file a criminal complaint against former employee Dalzell Williams. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call.

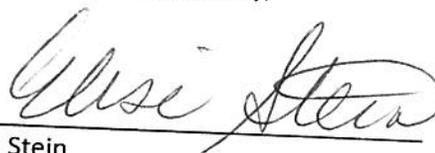
MOTION was made by Mr. Alexander and 2nd by Mr. Holley to accept the EPSA's Treasurer's Financial Statement. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Holley asked if the grand total included the bill list. Mrs. Atzert responded that it included October bills. A few board members questioned what the actual balance was. It was determined to be \$417,407.92

MOTION was made by Mr. Johnson and 2nd by Mr. Holley to accept the Bills & Vouchers. Mr. Alexander, Mrs. Hall, Mr. Holley Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Holley to adjourn at 7:56 P.M. Mr. Alexander, Mrs. Hall, Mr. Holley, Mr. Johnson and Mr. Pullion voted yea.

Mrs. Atzert announced that the next meeting will be on November 10th.

Respectfully submitted by,

A handwritten signature in cursive script, reading "Elise Stein", written over a horizontal line.

Elise Stein
Secretary

EDGEWATER PARK SEWERAGE AUTHORITY
EXECUTIVE SESSION MINUTES
Meeting October 14, 2015

Motion was made by Mr. Pullion to go into Executive Session, seconded by Mr. Alexander. All voted in favor and the Authority went into Executive Session at 7:45 p.m. for the purposes of discussing personnel and litigation matters.

Chairman Johnson noted that Detective Harris of the Edgewater Park Police Department obtained the address of former employee, Dalzell Williams through labor board records. A discussion ensued as to whether or not the Authority wished to pursue a case against Ms. Williams. Chairman Johnson believed that because her actions were criminal, his opinion was to move against Ms. Williams. Mr. Alexander believes that since public money was involved, it was also necessary to move against Ms. Williams. Chairman Johnson further noted that Ms. Williams never responded to the Authority, except to send a letter generally denying any wrongdoing and declaring her innocence. Mr. Holley expressed the belief that the Authority should have Detective Harris move forward against Ms. Williams and the Board Members concurred.

Mr. Douglas Burry, Solicitor from Saponaro Law Group, discussed the recent law suit filed by Jeffrey Bello against the Authority. It was noted that the suit sought the return of past sewer billings, freezing of all billings against Mr. Bello, and \$5,000,000.00 in compensatory damages. Mr. Burry noted that, while it appears that Mr. Bello's complaints are ultimately without merit, a Summary Judgment Motion or Motion to Dismiss will need to be filed at some point to hopefully to resolve this matter.

A motion was made by Mr. Holley, seconded by Mr. Alexander to close Executive Session and return to Public Session. All voted in favor. The Authority returned to Public Session at 7:56 p.m.

Submitted by Douglas E. Burry, Esquire

Saponaro & Sitzler, Solicitor

**EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
November 10, 2015**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Kevin Johnson at 7:00pm at The Edgewater Park Sewerage Authority located at 1123 Cooper Street, Edgewater Park, NJ 08010.

The following statement in compliance with OPMA was read:

Public Notice of this meeting pursuant to the open meetings act has been given by the Edgewater Park Sewerage Authority in the following manner on February 9, 2015:

- 1. By posting written notice on the official bulletin board at the Municipal Building.**
- 2. By emailing written notice to the Burlington County Times and the Courier Post**
- 3. By emailing written notice to the Clerk of the township of Edgewater Park.**

Roll Call revealed the following board members were present: Mrs. Judith Hall, Mr. Kevin Johnson, and Mr. Tom Pullion.

Also present were: Mr. George Saponaro (Solicitor, Saponaro Law Group), Mr. Christopher Noll (Engineer, ERI), Mr. George Conard (EPSA Executive Director), Mrs. Elise Stein (EPSA Secretary), Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

MOTION was made by Mr. Johnson and 2nd by Mr. Pullion to accept the October 14, 2015, Meeting Minutes. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call. During discussion Mr. Johnson requested that a correction be made under "New Business" in the meeting minutes. The correction has been made and the minutes now state that Mr. Johnson recommends that the Board have a conversation regarding board member salaries based on comments made at the Budget Meeting.

MOTION was made by Mr. Johnson and 2nd by Mrs. Hall to accept the October 14, 2015 Executive Session Minutes. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call.

MOTION was made by Mr. Johnson and 2nd by Mr. Pullion to adopt the 2016 budget. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call.

Executive Director/Operator's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mr. Pullion to accept the Executive Director's report. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call.

Solicitor's Report received.

See attached report.

MOTION was made by Mr. Johnson and 2nd by Mrs. Hall to accept the Solicitor's report. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Johnson asked when the meeting with the auditor should be scheduled and Mr. Saponaro responded that it should be scheduled next month.

Engineer's Report received.

See attached report.

Mr. Noll requested that Resolution # 2015-17 be signed at tonight's meeting to authorize the submission of the TWA application.

Motion was made by Mr. Pullion and 2nd by Mr. Johnson to authorize the TWA application. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call. Mr. Conard signed the resolution.

Old Business:

The network upgrade is still being discussed and a decision will be made at the next meeting.

New Business:

There was no new business to discuss.

Correspondence:

There was no correspondence to discuss.

Meeting opened to the public:

There were no questions or comments from the public.

Meeting closed to the public:

MOTION was made by Mr. Johnson and 2nd by Mrs. Hall to accept the EPSA's Treasurer's Financial Statement. Mrs. Hall, Mr. Johnson and Mr. Pullion voted yea on roll call.

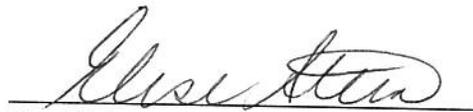
MOTION was made by Mr. Johnson and 2nd by Mrs. Hall to accept the Bills & Vouchers. Mrs. Hall, Mr. Johnson voted yea on roll call. Mr. Pullion abstained.

The meeting went into executive session at 7:12 P.M. Minutes from the closed session will be provided by Mr. Saponaro.

The meeting went back into open session at 7:18 P.M.

MOTION was made by Mr. Johnson and 2nd by Mrs. Hall to adjourn at 7:18 P.M.

Respectfully submitted by,



Elise Stein
Secretary