

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
December 11, 2013**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Jim Hall 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 members were present: Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing. Also present were Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). EPSA Board Member, Mr. John Alexander arrived at 7:01pm. Also present, representatives from NJ Burlington County Muslim Association (1100 Creek Road).

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to accept the November 13, 2013, meeting minutes. Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea. Mr. John Alexander wasn't present.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to accept the November 13, 2013, Executive Session minutes. Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea. Mr. John Alexander wasn't present.

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

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Solicitor's Report** received.

See attached report.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea to accept the Solicitor's report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine Wing to approve the S-1 application for NJ Burlington County Muslim Association, 1100 Creek Road. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**Engineer's Report** received.

See attached report.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea to accept the Engineer's report.

Old Business:

New Business: Job applications were received and handed over to Mr. Alexander and Mrs. Wing, the personnel committee, to review and present to the board at the next meeting in January.

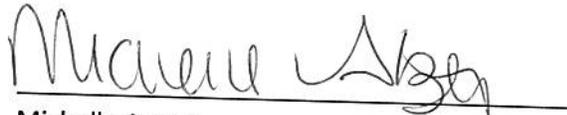
Meeting opened to the public:

Meeting closed to the public:

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. John Alexander to approve Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine Wing to adjourn at 7:28pm. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer.



Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
January 8, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. Jim Hall 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 members were 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. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to accept the December 11, 2013, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mrs. Geraldine Wing to purchase the 2011 Chevy Silverado when the lease is up in February if the price is reasonable. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

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

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to accept the Solicitor's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. John Alexander and 2<sup>nd</sup> by Mrs. Geraldine 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.

Old Business: Applicants for the Secretary position will be interviewed on January 29, 2014, and then brought to the board at the next meeting in February.

New Business:

Meeting opened to the public:

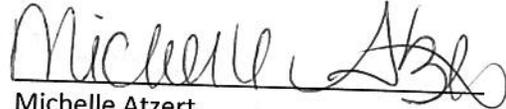
Meeting closed to the public:

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to accept the EPSA's Treasurer's Financial Statement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mrs. Geraldine Wing to approve Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to adjourn at 7:17pm. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer



Michelle Atzert

Administrative Assistant/Treasurer

**MINUTES OF REORGANIATION MEETING**  
**EDGEWATER PARK SEWERAGE AUTHORITY**  
**WEDNESDAY, FEBRUARY 12, 2014**

The Re-Organization Meeting of The Edgewater Park Sewerage Authority was called to order by Mrs. Michelle Atzert at 6:34pm 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 4, 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. LESTER HOLLEY 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, and Mrs. Geraldine Wing. Mr. Kevin Johnson was not present.

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 and Mrs. Michelle Atzert (EPSA Administrative Asst/Treasurer).

**APPOINTMENT OF A CHAIRMAN FOR THE YEAR 2014:**

Nominations- Mr. John Alexander was nominated by Mr. Lester Holley.

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall to close the nomination for Chairman. Mr. James Hall and Mr. Lester Holley voted yea on roll call. Mr. John Alexander and Mrs. Geraldine Wing abstained on roll call.

Motion to appointment Mr. John Alexander as Chairman was approved.

**CHAIRMAN CALLS FOR AN APPOINTMENT FOR VICE-CHAIRMAN FOR THE YEAR 2014:**

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

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall to close the nomination for Vice-Chairman. Mr. Alexander, Mr. Hall, Mr. Holley, and Mrs. Wing voted yea on roll call.

Motion to appoint Mr. Kevin Johnson as Vice-Chairman was approved.

**RESOLUTION 2014-#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 4, 2015.

Motion: Mr. James Hall made the motion and 2<sup>nd</sup> by Mr. Lester Holley to approve the monthly meeting dates for the year 2014.

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

Motion was approved.

**RESOLUTION 2014-#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 2<sup>nd</sup> by Mr. James Hall 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, and Mrs. Geraldine Wing voted yea on roll call.

Motion was approved.

**RESOLUTION 2014-#03- DESIGNATING DEPOSITORY (DELANCO BANK) FOR THE YEAR 2014: (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 2<sup>nd</sup> by Mrs. Geraldine Wing to designate Delanco Federal Saving Bank as the Depository Bank for the year 2014.

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

Motion was approved.

**RESOLUTION 2014-#04- APPOINTMENT OF AN AUDITOR:**

Nominations- Mr. James Hall nominated Mr. Brent Lee.

Mr. James Hall made the motion and 2<sup>nd</sup> by Mr. Lester Holley to appoint Mr. Brent Lee as Auditor for the year 2014.

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

Motion to appoint Mr. Brent Lee was approved.

**RESOLUTION 2014-#05- APPOINTMENT OF A SOLICITOR:**

Nominations- Mr. Lester Holley nominated Mr. George Saponaro.

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall to appoint Mr. George Saponaro as Solicitor for the year 2014.

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

Motion to appoint Mr. George Saponaro was approved.

**RESOLUTION 2014-#06- APPOINTMENT OF ENGINEER:**

Nominations- Mr. James Hall nominated Environmental Resolutions, Inc.

Mr. James Hall made the motion and 2<sup>nd</sup> by Mrs. Geraldine Wing to appoint Environmental Resolutions, Inc. as Engineer for the year 2014.

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

Motion to appoint Environmental Resolutions, Inc. was approved.

**RESOLUTION 2014-#07- APPOINTMENT OF A CONFLICT ENGINEER:**

Nominations- Mr. Lester Holley nominated CME.

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mrs. Geraldine Wing to appoint CME as Conflict/Special Project Engineer for the year 2014.

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

Motion to appoint CME was approved.

**RESOLUTION 2014-#08- APPOINTMENT OF AN INSURANCE BROKER:**

Nominations- Mr. James Hall nominated T.C. Irons as Insurance Broker.

Mr. James Hall made the motion and 2<sup>nd</sup> by Mr. Lester Holley to appoint T.C. Irons as Insurance Broker for the year 2014.

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

Motion to appoint T.C. Irons was approved.

**RESOLUTION 2014-#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. James Hall made the motion and 2<sup>nd</sup> by Mr. Lester Holley to appoint George Conard Sr. as Public Agency Compliance Officer for the year 2014.

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

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

**RESOLUTION 2014-#10- GRANTING THE CHAIRMAN OF THE AUTHORITY TO EXECUTE NJDEP AND EPA APPLICATIONS:**

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall to grant the Chairman Of The Edgewater Park Sewerage Authority, Mr. John Alexander, authority to execute NJDEP and EPA applications.

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

Motion to appoint Chairman Mr. John Alexander was approved.

**RESOLUTION 2014-#11- AUTHORIZING TO PURCHASE UNDER STATE CONTRACT:**

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall 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, and Mrs. Geraldine Wing voted yea on roll call.

Motion to authorize Edgewater Park Sewerage Authority was approved.

**RESOLUTION 2014-#12- APPOINTMENT OF A BOARD SECRETARY:**

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

Mr. Lester Holley made the motion and 2<sup>nd</sup> by Mr. James Hall to appoint Mrs. Geraldine Wing as Board Secretary.

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

Motion to appoint Mrs. Geraldine Wing was approved.

**RESOLUTION 2014-#13- APPOINTMENT OF A TREASURER:**

Nominations- Mr. James Hall nominated Mrs. Michelle Atzert as Treasurer.

Mr. James Hall made the motion and 2<sup>nd</sup> by Ms. Geraldine Wing to appoint Mrs. Michelle Atzert as Treasurer.

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

Motion to appoint Mrs. Michelle Atzert was approved.

Meeting opened to the Public.

Meeting closed to the Public.

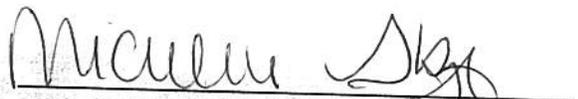
**MOTION TO ADJOURN REORGANIZATION MEETING:**

Mr. James Hall made the motion and 2<sup>nd</sup> by Mr. Lester Holley to adjourn the Reorganization Meeting at 6:50 PM.

Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on voice call vote.

Meeting was adjourned at 6:50 PM.

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

  
Michelle Atzert, Administrative Asst/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
February 12, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander at 6:51pm 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 members were present: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing. Also present were Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. Brent Lee (Auditor), Mr. John McElwee (Edgewater Park Committeeman), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine Wing to accept the January 8, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

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

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine Wing to accept the Solicitor's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Engineer's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

Old Business: Status of filling Secretary Position.

**MOTION was made** by Mr. John Alexander and 2<sup>nd</sup> by Mr. Lester Holley to hire Dalzell Williams to fill the Secretary position after ACCU Staffing contract is over unless we can get a better deal to buy out the contract. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

New Business:

Meeting opened to the public:

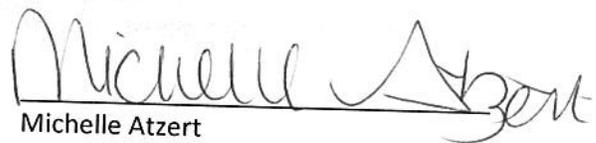
Meeting closed to the public:

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the EPSA's Treasurer's Financial Statement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to approve Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to adjourn at 7:12pm. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer



Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
March 12, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were present: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson. Also present were Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. Brent Lee (Auditor), Mrs. Lisa Morrell (resident), Mrs. Dalzell Williams (Temp to Permanent EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). EPSA Board Member Mrs. Geraldine Wing was not present.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the February 12, 2014, Re-Organization meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley voted yea on roll call. Mr. Kevin Johnson Abstained.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the February 12, 2014, Regular meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley voted yea on roll call. Mr. Kevin Johnson Abstained.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to approve the 2013 Audit for EPSA. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Kevin Johnson to approve the official lettering of the Authority's 2011 Chevy Truck. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea.

**Executive Director/Operator's Report** received.  
See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. John Alexander to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Solicitor's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall to accept the Engineer's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

Old Business:

New Business:

Meeting opened to the public:

Meeting closed to the public:

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the EPSA's Treasurer's Financial Statement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

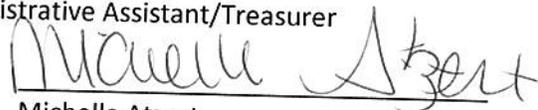
**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to approve Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to go into Closed Session to discuss personnel issues. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call. Entered into closed session at 7:49PM.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to exit out of Closed Session. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call. Returned to Open Session at 7:51PM.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to adjourn at 7:51PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea to adjourn at 7:57PM.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer



Michelle Atzert

Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**EXECUTIVE SESSION MINUTES**  
**Meeting March 12, 2014**

Motion was made by Mr. Johnson to go into Executive Session at 7:40 p.m., seconded by Mr. Holley. All voted in favor.

Mr. Johnson indicated that he had requested Executive Session for the purpose of personnel. He inquired as to how the hiring process had taken place, given that it was his understanding that the Personnel Committee would fully review a series of resumes after advertisement. He understood that the process would be open and that the position would be posted.

Mr. Alexander explained that he and Ms. Wing had followed that process. They accepted all of the resumes on file, and also accepted additional resumes. Dozens of resumes were reviewed and the candidates were narrowed down to approximately 4-5. Mr. Johnson had indicated that he was somewhat upset because he had heard about the hiring after the fact, noting that he understood that he had been absent from the February meeting. He simply wanted to ensure that the process was properly followed.

Mr. Holley indicated that he understood that the Personnel Committee did in fact interview from a short list and confirmed this with Mr. Alexander. Mr. Alexander confirmed the same and indicated that originally the list had been narrowed down after reading many resumes. Mr. Alexander also indicated that certainly part of the consideration was that the employee who had been hired had been performing very well after being hired through the temp service. Mr. Johnson indicated that while he typically did not prefer to hire from temp agencies, and Mr. Alexander agreed that he frequently did not either. Nevertheless, he explained that this candidate performed very well. Mr. Johnson indicated that he was not in any way questioning any of the Board's motivation, but simply wanted to confirm the process. Mr. Holley agreed that the Personnel Committee had gone through a completely open process. Mr. Alexander noted that the candidate's skills were more than acceptable, and in fact exceptional. The members of the Board concluded the meeting and were satisfied that the hiring for the position had satisfied all of the Authority's proper requirements.

A Motion was made by Mr. Holley to adjourn Executive Session and return to Open Session at 7:51 p.m.; seconded by Mr. Hall. All voted in favor. A Motion was then made by Mr. Hall, seconded by Mr. Holley to adjourn. All voted in favor.

Submitted by George R. Saponaro, Esquire

Saponaro & Sitzler, Solicitor

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
March 12, 2014**

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Roll Call revealed the following members were present: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson. Also present were Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. Brent Lee (Auditor), Mrs. Lisa Morrell (resident), Mrs. Dalzell Williams (Temp to Permanent EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). EPSA Board Member Mrs. Geraldine Wing was not present.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the February 12, 2014, Re-Organization meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley voted yea on roll call. Mr. Kevin Johnson Abstained.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the February 12, 2014, Regular meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley voted yea on roll call. Mr. Kevin Johnson Abstained.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to approve the 2013 Audit for EPSA. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Kevin Johnson to approve the official lettering of the Authority's 2011 Chevy Truck. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea.

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

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. John Alexander to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Solicitor's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall to accept the Engineer's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

Old Business:

New Business:

Meeting opened to the public:

Meeting closed to the public:

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the EPSA's Treasurer's Financial Statement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

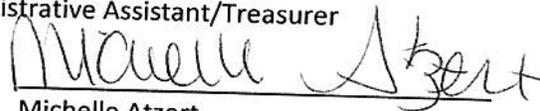
**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to approve Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to go into Closed Session to discuss personnel issues. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call. Entered into closed session at 7:49PM.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to exit out of Closed Session. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea on roll call. Returned to Open Session at 7:51PM.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to adjourn at 7:51PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mr. Kevin Johnson voted yea to adjourn at 7:57PM.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer



Michelle Atzert

Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**EXECUTIVE SESSION MINUTES**  
**Meeting March 12, 2014**

Motion was made by Mr. Johnson to go into Executive Session at 7:40 p.m., seconded by Mr. Holley. All voted in favor.

Mr. Johnson indicated that he had requested Executive Session for the purpose of personnel. He inquired as to how the hiring process had taken place, given that it was his understanding that the Personnel Committee would fully review a series of resumes after advertisement. He understood that the process would be open and that the position would be posted.

Mr. Alexander explained that he and Ms. Wing had followed that process. They accepted all of the resumes on file, and also accepted additional resumes. Dozens of resumes were reviewed and the candidates were narrowed down to approximately 4-5. Mr. Johnson had indicated that he was somewhat upset because he had heard about the hiring after the fact, noting that he understood that he had been absent from the February meeting. He simply wanted to ensure that the process was properly followed.

Mr. Holley indicated that he understood that the Personnel Committee did in fact interview from a short list and confirmed this with Mr. Alexander. Mr. Alexander confirmed the same and indicated that originally the list had been narrowed down after reading many resumes. Mr. Alexander also indicated that certainly part of the consideration was that the employee who had been hired had been performing very well after being hired through the temp service. Mr. Johnson indicated that while he typically did not prefer to hire from temp agencies, and Mr. Alexander agreed that he frequently did not either. Nevertheless, he explained that this candidate performed very well. Mr. Johnson indicated that he was not in any way questioning any of the Board's motivation, but simply wanted to confirm the process. Mr. Holley agreed that the Personnel Committee had gone through a completely open process. Mr. Alexander noted that the candidate's skills were more than acceptable, and in fact exceptional. The members of the Board concluded the meeting and were satisfied that the hiring for the position had satisfied all of the Authority's proper requirements.

A Motion was made by Mr. Holley to adjourn Executive Session and return to Open Session at 7:51 p.m.; seconded by Mr. Hall. All voted in favor. A Motion was then made by Mr. Hall, seconded by Mr. Holley to adjourn. All voted in favor.

Submitted by George R. Saponaro, Esquire

Saponaro & Sitzler, Solicitor

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
April 9, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were 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. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. John McElwee (EP Committeeman), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall to accept the March 12, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

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

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson 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.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall 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.

**MOTION was made** by Mr. John Alexander and 2<sup>nd</sup> by Mr. Lester Holley to donate \$100.00 to the Memorial Day Parade. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, and Mrs. Geraldine Wing voted yea on roll call. Mr. Kevin Johnson abstained.

Old Business:

New Business:

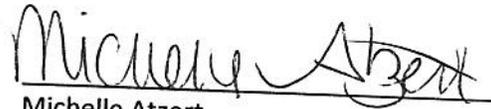
Meeting opened to the public:

Meeting closed to the public:

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the EPSA's Treasurer's Financial Statement and Bills and Vouchers. 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. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to adjourn at 7:29PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer



Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
May 14, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were present: Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing. Also present were, Mr. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. John McElwee (EP Committeeman), Mrs. Dalzell Williams (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the April 9, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

**Executive Director/Operator's Report** received. (Presented by M. Atzert)  
See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester 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.

**Solicitor's Report** received.  
See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Engineer's Report** received.  
See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Kevin Johnson 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:

New Business: Community Day-J. Alexander on Events Committee representing Authority and Financial Disclosure Statements due by June 13, 2014.

Meeting opened to the public:

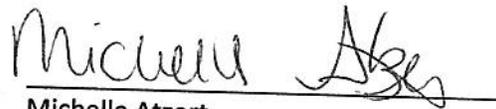
Meeting closed to the public:

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the EPSA's Treasurer's Financial Statement. 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. Lester Holley and 2<sup>nd</sup> by Mr. James 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.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mrs. Geraldine Wing to adjourn at 7:19PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by Mrs. Michelle Atzert, Administrative Assistant/Treasurer

  
Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
June 11, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were 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. George Saponaro (Solicitor), Mr. William Kirchner (Engineer-ERI), Mr. John McElwee (EP Committeeman), Mrs. Dalzell Williams (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer).

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine Wing to accept the May 14, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

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

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall 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.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James 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.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to approve Resolution 2014-15 to accept Performance Bond for Fox Run. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall 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:

New Business:

**MOTION was made** by Mr. John Alexander and 2<sup>nd</sup> by Mrs. Geraldine Wing for EPSA to participate in Edgewater Park Community Day and pay \$25.00 to reserve space. 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:

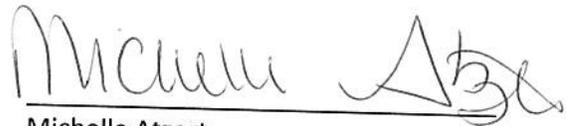
Meeting closed to the public:

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the EPSA's Treasurer's Financial Statement. 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. Kevin Johnson and 2<sup>nd</sup> by Mr. James 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.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall to adjourn at 7:22PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by,



Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
July 9, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were 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. William Sitzler (Solicitor), Mr. Ben Weller (Engineer-ERI), Mrs. Dalzell Williams (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). Mr. John McElwee (EP Committeeman) arrived at 7:03pm.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to accept the June 11, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

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

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall 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.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall 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.

**MOTION was made** Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to waive the late charges for Cooper Valley Village Association just this one time. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

Old Business:

New Business:

Meeting opened to the public:

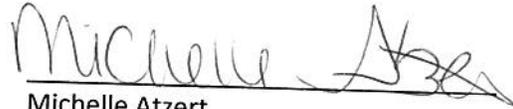
Meeting closed to the public:

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Kevin Johnson to accept the EPSA's Treasurer's Financial Statement. 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. Lester Holley and 2<sup>nd</sup> by Mr. James 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.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. Lester Holley to adjourn at 7:17PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by,



Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
August 13, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were 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. George Saponaro (Solicitor), Mr. Ben Weller (Engineer-ERI), Mrs. Dalzell Williams (EPSA Secretary), and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer), Mrs. Judy Hall (Resident), and Mr. Dennis Robbins (Resident).

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the July 9, 2014, meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

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

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Kevin 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.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine 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.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mrs. Geraldine 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.

Old Business:

New Business:

Meeting opened to the public:

Meeting closed to the public:

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the EPSA's Treasurer's Financial Statement. 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. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine Wing 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.

**MOTION was made** by Mr. Kevin Johnson and 2<sup>nd</sup> by Mr. James Hall to go into Executive Session to discuss Personnel Incentives & Contracts at 7:32PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea on roll call.

The Board returned to Open Session at 7:46PM.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. Kevin Johnson to adopt the Resolution for an Employee Incentive Policy for Office Staff Establishing Sick, Vacation and Personal Days. 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. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to raise Mr. Conard's contract 3% since he met all the incentives given from last year's contract goals to be effective 9/1/14. 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. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to adjourn at 7:49PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley, Mr. Kevin Johnson and Mrs. Geraldine Wing voted yea.

Respectfully submitted by,

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Michelle Atzert  
Administrative Assistant/Treasurer

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**EXECUTIVE SESSION MINUTES**  
**Meeting August 13, 2014**

Motion was made by Mr. Johnson to go into Executive Session, seconded by Mr. Hall. All voted in favor and the Authority went into Executive Session at 7:32 p.m.

Chairman Alexander noted the Proposal which was prepared by Executive Director Conard with regard to office employee incentives. Mr. Alexander noted that he did not realize that there were no vacation, sick, or personal days presently for the two office employees. Mr. Alexander indicated that any Proposal would need to eventually need to be analyzed for the cost and submitted to the Auditor for the Authority, but he agreed some incentives were needed.

Executive Director Conard indicated that he had researched the average number of vacation, sick, or personal days for office employees and other authorities or municipalities. Based upon the various averages, he took roughly the middle, and had indicated that the middle ground would be that after one full year of employment, the employees would receive 4 vacation days, 4 sick days and one personal day. After a full second year of employment it would increase to 8 vacation days, 4 sick days, and 2 personal days. Mr. Conard indicated that the increase for vacation days only was given the fact that, if there were any form of abuse ever utilized in most work places that it would be for sick days, thus the reason that he had increased the vacation and personal. Mr. Hall noted issues related to the budget, and that it would need to be determined where this would be noted for budget purposes. Mr. Conard indicated that he would call Mr. Lee and check what line item if the Board decided to adopt the policy. A question was raised as to whether or not any of the benefits would carry over; Mr. Conard indicated that he would recommend that it would be a "use it or lose it" type of program, meaning that no unused days could be carried over year to year.

Mr. Holley asked when it would be effective and inquired questions as to the current employees. He asked as to which budget it would count for. Further discussion was had over the present employees, and it was noted that one employee was approaching her 2 year anniversary; as such, she would be entitled to the full benefits if the Board adopted the policy, meaning 8 vacation days 4 sick days and 2 personal days. Executive Director Conard indicated that the present office staff was excellent, a pleasure to work with, and that the offices were running extremely smoothly. He had proposed the employee incentives in order to ensure that to the extent possible that they could maintain the present staff because of how well the office was run. Solicitor Saponaro responded to the questions concerning when the policy would begin. He indicated further that it may be wise to utilize the calendar year, meaning that for tracking purposes for the various days that it should be on a January to January basis. The Board could, upon anniversary dates, simply utilize a pro rata proportion for the remainder of that first year when the employee hit their anniversary marks. All members agreed with Solicitor Saponaro's general recommendations. The Board also agreed that they would implement the employee

benefit program. A discussion was held and it was agreed that a resolution would be walked on to the agenda after coming out of Executive Session. Mr. Conard then indicated that his current contract was approaching the end of the first year. Pursuant to the provisions of his contract, provided that he hit certain incentive goals, he would be receiving a 3% pay increase. Mr. Conard indicated that he believed that he made all of the goals, and noted that the collection rate was above 95%. It was noted by the Board members that the staff was extremely stable, and that everyone was pleased with the efficiency of the Authority. Mr. Conard also noted that the engineering fees had been kept far lower than in the past, as was noted as an incentive. All Members agreed that Mr. Conard had met the goals and were therefore entitled to the 3% increase in his contract.

A Motion was made by Mr. Johnson, seconded by Ms. Wing to adjourn Executive Session and return to Open Session at 7:46 p.m. All voted in favor. In returning to open session, Chairman Alexander asked Solicitor Saponaro to read or make a statement as to the Resolution. Solicitor Saponaro noted for the record that a Resolution was being proposed to adopt a policy/procedure for employee incentives. Solicitor Saponaro read by title "A Resolution Adopting an Employee Incentive Policy for Office Staff Establishing Sick, Vacation and Personal Days." A Motion was made by Mr. Holley, seconded by Mr. Johnson to adopt the Resolution. All voted in favor. Chairman Alexander then asked Solicitor Saponaro to read an Action Item. Solicitor Saponaro indicated that should the Board decide that they could make a Motion to take action on the goals having been met in Mr. Conard's contract. Should the Board vote in favor, they would be agreeing that Mr. Conard met all incentives and therefore was entitled to the raise of 3% pursuant to his contract. A Motion was made by Mr. Hall, seconded by Mr. Holley. All voted in favor. A Motion was then made to adjourn at 7:49 p.m. by Mr. Holley, seconded by Mr. Johnson. All voted in favor.

Submitted by George R. Saponaro, Esquire

Saponaro & Sitzler, Solicitor

**EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
September 10, 2014**

The regular meeting of The Edgewater Park Sewerage Authority was called to order by the Chairman Mr. John Alexander 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 members were present: Mr. John Alexander, Mr. James Hall, and Mr. Lester Holley. Also present were, Mr. George Conard (EPSA Executive Director), Mr. George Saponaro (Solicitor), Mr. Bill Kirchner (Engineer-ERI), Mrs. Dalzell Williams (EPSA Secretary) and Mrs. Michelle Atzert (EPSA Administrative Assistant/Treasurer). EPSA Board Member Mrs. Geraldine Wing arrived at 7:05pm. EPSA Board Member Mr. Kevin Johnson was not present.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the August 13, 2014, regular meeting minutes and the Executive Session meeting minutes. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to change the wording on the August 13, 2014 regular meeting minutes regarding Mr. Conard's raise in his contract and also for the Employee Incentives Policy. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

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

See attached report.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Executive Director's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

**Solicitor's Report** received.

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mrs. Geraldine Wing to accept the Solicitor's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

**Engineer's Report** received.

See attached report.

**MOTION was made** by Mr. James Hall and 2<sup>nd</sup> by Mr. Lester Holley to accept the Engineer's report. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

Old Business:

New Business:

Meeting opened to the public:

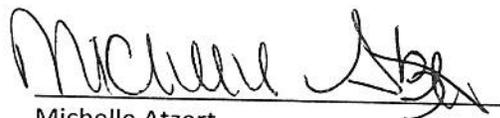
Meeting closed to the public:

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mrs. Geraldine Wing to accept the EPSA's Treasurer's Financial Statement. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to accept the Bills and Vouchers. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea on roll call.

**MOTION was made** by Mr. Lester Holley and 2<sup>nd</sup> by Mr. James Hall to adjourn at 7:31PM. Mr. John Alexander, Mr. James Hall, Mr. Lester Holley and Mrs. Geraldine Wing voted yea.

Respectfully submitted by,



Michelle Atzert  
Administrative Assistant/Treasurer