

AGENDA

CINNAMINSON SEWERAGE AUTHORITY

FEBRUARY 12, 2018

CHAIRMAN - RICHARD STROBEL

7:00 P.M. Call meeting to order.

ROLL CALL

OPEN PUBLIC MEETINGS ACT

N.J.S.A. 10:4-6 et seq.

Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by;

- (a) prominently posting the Annual Notice of Meetings Resolution and maintaining such notice on a public bulletin board reserved for such or similar announcements.
 - (b) by submitting the Annual Notice of Meetings Resolution for publication in the Burlington County Times, the Board's official newspaper, and the Courier Post, the Board's alternate official newspaper in February 2017 within seven days of the Board's reorganization meeting;
 - (c) filing the Annual Notice of Meetings Resolution with the Clerk of the Township of Cinnaminson; and
 - (d) mailing the Annual Notice of Meetings Resolution to any persons who shall have prepaid to receive such notice.
- This statement shall be entered into the minutes.

PUBLIC COMMENT

OLD BUSINESS

1. Approval of January 8, 2017 regular session minutes.
2. Resolution 2017/2018-41, Emergency Purchase, Polymer required for Plant Operations

REORGANIZATION

The Chair is turned over to the secretary for the purpose of electing a Chairman for the Fiscal Year February 1, 2018 to January 31, 2019.

FOR CHAIRMAN:

Mr./Ms. _____ nominated Mr./Ms. _____

Mr./Ms. _____ seconded the nomination.

Mr./Ms. _____ moved the nominations closed.

Mr./Ms. _____ seconded the motion.

THE SECRETARY TURNS THE MEETING OVER TO THE NEWLY ELECTED CHAIRMAN.

VICE CHAIRMAN:

Mr./Ms. _____ nominated Mr./Ms. _____

Mr./Ms. _____ seconded the nomination.

Mr./Ms. _____ moved the nominations closed.

Mr./Ms. _____ seconded the motion.

TREASURER:

Mr./Ms. _____ nominated Mr./Ms. _____

Mr./Ms. _____ seconded the nomination.

Mr./Ms. _____ moved the nominations closed.

Mr./Ms. _____ seconded the motion.

SECRETARY:

Mr./Ms. _____ nominated Mr./Ms. _____

Mr./Ms. _____ seconded the nomination.

Mr./Ms. _____ moved the nominations closed.

Mr./Ms. _____ seconded the motion.

CHAIRMAN DECLARES ALL NOMINATIONS CLOSED.

APPOINTMENT OF LEGAL NEWSPAPER

Motion by Mr./Ms. _____ that the _____
and the _____ (alternate) be appointed as
the legal newspapers. Mr./Ms. _____ seconded
the motion.

APPOINTMENT OF PHYSICIAN

Motion by Mr./Ms. _____ that _____
be appointed as physician. Mr./Ms. _____
seconded the motion.

**PROFESSIONAL APPOINTMENTS ARE MADE PURSUANT TO A FAIR AND OPEN
PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 et seq.**

APPOINTMENT OF SOLICITOR

Mr./Ms. _____ moved that the firm of _____
be appointed as Solicitor.

Mr./Ms. _____ seconded the motion.

APPOINTMENT OF CONSULTING ENGINEERING FIRM

Mr./Ms. _____ moved that the firm of _____
be appointed as Consulting Engineers.

Mr./Ms. _____ seconded the motion.

APPOINTMENT OF AUDITOR

Mr./Ms. _____ moved that the firm of _____
be appointed as Auditor.

Mr./Ms. _____ seconded the motion.

APPOINTMENT OF BOND COUNSEL

Mr./Ms. _____ moved that _____
be appointed as Bond Counsel.

Mr./Ms. _____ seconded the motion.

ADOPTION OF RESOLUTIONS:

Mr./Ms. _____ moved and Mr./Ms. _____
seconded the motion for the adoption of Resolution 2018/2019-
2, Appointment of Professionals.

Mr./Ms. _____ moved and Mr./Ms. _____
seconded the motion for the adoption of Resolution 2018/2019-
4, Annual Notice of Meetings.

Mr./Ms. _____ moved and Mr./Ms. _____
seconded the motion for the adoption of Resolution 2018/2019-
3, Staff Appointments.

Mr./Ms. _____ moved and Mr./Ms. _____
seconded the motion for the adoption of Resolution 2018/2019-
5, Designating Certain Banking Institutions and Depositories
for Authority's Funds.

Mr./Ms. _____ moved and Mr./Ms. _____
seconded the motion for the adoption of Resolution 2018/2019-
6, Chairman's Signature Authorization.

APPOINTMENTS BY CHAIRMAN:

Mr./Ms. _____ Director of Finance & Budget

Mr./Ms. _____ Director of Operations

Mr./Ms. _____ Director of Construction

Mr./Ms. _____ Director of Personnel

Mr./Ms. _____ Director of Administration

Mr./Ms. _____ JIF Fund Commissioner

NEW BUSINESS**DIRECTOR OF CONSTRUCTION**

1. Engineer's Status Report
2. Resolution 2018/2019-1, Release of Easement

DIRECTOR OF ADMINISTRATION**DIRECTOR OF OPERATIONS**

1. Superintendent of Operations Report - Kevin Kramer
2. Resolution 2018/2019-8, Emergency Purchase, Emergency Bypass Pump Rental System for Treatment Plant

DIRECTOR OF PERSONNEL**DIRECTOR OF BUDGET & FINANCE**

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|---|----------------------|
| 1. Treasurer's Report & Trial Balance | |
| 2. Operating & Payroll Expenses | <u>\$ 196,893.03</u> |
| 3. Renewal & Replacement | <u>\$ 3,940.00</u> |
| 4. NJ Environmental Infrastructure Trust Fund | <u>\$ 134,022.38</u> |
| 5. Builder's Escrow | <u>\$ 8,685.04</u> |
| 6. Deletion | <u>\$ 409.20</u> |
| 7. Resolution 2018/2019-7, Quarterly Withdrawal | |

Any other matters to be presented by the Authority Board Members not listed on the Agenda.

Next scheduled meeting - March 12, 2018 at 6:30 PM