

AGENDA

CINNAMINSON SEWERAGE AUTHORITY

FEBRUARY 11, 2019

CHAIRMAN - RICHARD STROBEL

6:30 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 2018 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 14, 2019 regular session minutes.
2. Approval of January 14, 2019 executive session minutes.
3. Resolution 2018/2019-48, Emergency Purchase re: Rental Generator for Central Pump Station
4. Resolution 2018/2019-49, Emergency Purchase re: Adjustments to SCADA system

5. Resolution 2018/2019-50, Award of Bid Annual Generator Maintenance Contract

**REORGANIZATION**

The Chair is turned over to the secretary for the purpose of electing a Chairman for the Fiscal Year February 1, 2019 to January 31, 2020.

**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 2019/2020-  
1, Appointment of Professionals.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_  
seconded the motion for the adoption of Resolution 2019/2020-  
2, Annual Notice of Meetings.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_  
seconded the motion for the adoption of Resolution 2019/2020-  
3, Staff Appointments.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_  
seconded the motion for the adoption of Resolution 2019/2020-  
4, Designating Certain Banking Institutions and Depositories  
for Authority's Funds.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_  
seconded the motion for the adoption of Resolution 2019/2020-  
5, 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

**DIRECTOR OF ADMINISTRATION**

**DIRECTOR OF OPERATIONS**

1. Superintendent of Operations Report - Kevin Kramer

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

1. Treasurer's Report & Trial Balance
2. Operating & Payroll Expenses \$ 177,363.81
3. Renewal & Replacement \$ 28,418.52
4. Builder's Escrow \$ 165.00
5. Resolution 2019/2020-6, Quarterly Withdrawal

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

**Next scheduled meeting - March 11, 2018 at 6:30 PM**