

Minutes - September 14, 2020

The regular meeting of the Cinnaminson Sewerage Authority was held on September 14, 2020 via video conference due to the COVID-19 pandemic and commenced at 6:32 PM.

Chairman Richard Strobel read the follow into the record:

**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 2020 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.

**(e) advertising of legal notice regarding this meeting due to the COVID-19 Pandemic; see full notice attached.**

This statement shall be entered into the minutes.

Mr. Strobel confirmed with Administrator Kim Fitzpatrick that the legal notice, to change to an electronic meeting and communicate information to allow for the public's participation in the meeting, was published in the Burlington County Times and the Courier Post on September 4, 2020 and an affidavit from the newspapers was received.

**ROLL CALL**

On roll call by the Secretary, Board Members: Richard Strobel, Thomas Kollar, Frank Szymkowski and John Conville were present. Also in attendance were Kimberly Fitzpatrick, Administrator, Wayne D. Simpson, Authority Engineer, Bradford Smith, Authority Solicitor, Kevin Kramer, Superintendent of Operations and Judy Devone, Secretary. From the public, Authority employee, Matthew Naisby was present.

**PUBLIC COMMENT**

Mr. Strobel opened the meeting to the public for comment. Hearing none, he confirmed he would reopen the meeting to the public again before the meeting's conclusion.

Mr. Robert O'Connor confirmed that he was present at the meeting.

**OLD BUSINESS**

Mr. Strobel asked the Board to address the draft regular session minutes of August 10, 2020. Mr. O'Connor asked about any suggested corrections and Solicitor Brad Smith discussed two suggestions.

**Motion: Made by Mr. O'Connor and seconded by Mr. Szymkowski to adopt the regular session minutes of August 10, 2020 with corrections suggested by Authority Solicitor. Recorded roll call vote: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

**NEW BUSINESS**

Mr. Strobel asked if there were any new business matters. Mr. O'Connor mentioned a manhole on Branch Pike and Mr. Strobel suggested he discuss the matter under Operations.

**DIRECTOR OF CONSTRUCTION - FRANK SZYMKOWSKI**

Mr. Szymkowski asked Mr. Simpson to review his report.

**Engineer's Status Report - Wayne D. Simpson****Mr. Simpson:**

Two projects are ongoing. On the Wayne Drive Bridge (M-080-140), the Township had a preconstruction meeting; we conducted it with the contractor. That project is underway but will probably not start out in the field for another couple months. There are some large precast items that have to be manufactured before the contractor goes out in the field. The sewer line should be well protected during the course of construction.

Secondly, is Manor Road Pumping Station (M-080-147). We are still waiting for some essential equipment. I am having trouble all over with equipment deliveries. The pandemic has knocked schedules way off kilter so things that we expected sooner, are not coming in. But, we do have a delivery date of September 30<sup>th</sup> for the last piece of equipment there and the contractor should finish up the job pretty quickly once all the equipment is in. That is all I have to report.

Mr. Strobel stated that there is a resolution on the agenda, Resolution 2020/2021-30, Award of Bid, Maintenance/Repair of

Electrical Apparatus, which if adopted would award to Municipal Maintenance Company, not to exceed \$84,500.00. Mr. Strobel asked Mr. Simpson if the amount was just a prospective number and more of getting unit prices and then work is performed as needed. Mr. Simpson confirmed that it is the same type of contract as the emergency sewer repairs. He said that if an electrician is not needed, nothing gets spent. He said depending on how many projects the Authority has for an electrician, some portion of that number or perhaps all of it may be spent. Mr. Strobel asked if there were other bids. Mr. Simpson stated there were two bids and the other bid was from ABS Electrical, the subcontractor for Quad during the Plant Upgrade. He said both contractors that bid are very familiar with the Plant and either would have been a good electrician to have on hand. Mr. Strobel confirmed with Mr. Simpson that Municipal Maintenance is the current provider and that he is satisfied with the number under the circumstances. Mr. Simpson reported there were two bids, with Municipal Maintenance at \$84,500.00 and ABS Electrical at \$117,350.00. He said even though Municipal Maintenance's prices went up, their bid was the better of the two received.

Mr. Strobel asked if there were any other questions for Mr. Simpson regarding his report. Hearing none, he suggested the Board entertain Resolution 2020/2021-30.

**Motion: Made by Mr. Szymkowski and seconded by Mr. O'Connor to adopt Resolution 2020/2021-30, Award of Bid, Maintenance/Repair of Electrical Apparatus. Recorded roll call vote: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

Mr. Szymkowski confirmed he had no other matters for Construction.

**DIRECTOR OF ADMINISTRATION - JOHN CONVILLE**

Mr. Conville asked Kim Fitzpatrick to provide an update on Administration. Kim said she wanted to follow up on missed accounts which were discussed at a previous meeting. She said there was one account that hadn't been paid in full but she reported that payments are being made on a regular basis and she anticipates the account to be paid off. She stated there were two accounts that had been deactivated and then reactivated. She said the one is a vacant home and they have no way of contacting the owner after several attempts. She stated the other owner is non-responsive. She reported that the Township is preparing to go out to tax sale, possibly in November, and decided it will now be done online. She said the Authority had already started creating the file for tax sale which people saw so there has been a positive response with residents starting to pay that were previously on the tax sale list. She confirmed that she does not yet have the date for the tax sale. Mr. Strobel confirmed with Kim that the Authority will be paid either directly or through the lien process.

Kim confirmed that all emails have been migrated to Office 365 and stated she has not heard from anyone with complaints. She reported that she has been in touch with Edmunds regarding the addition of user classification to the bill. She stated Edmunds quoted \$300 to complete the programming change and she has already provided them a purchase order. The change should be ready for the December billing. Mr. Strobel stated he felt it was an improvement to the billing process and hopes it prevents future issues.

Kim reported that she posted to the document site a suggested change to the Rules and Regulations regarding credit for leaks or water wasted for damaged or defective fixtures. She confirmed that she reached out to NJ American Water to get information on their policy. She stated that essentially, a resident may only receive a credit once every 5 years and in order to qualify, the loss must be three times the average usage. She stated they have different sections under which credits are classified including: appliance malfunction, service line leak, toilet and irrigation leaks. She asked that the Board review the suggestion and get back to her. Solicitor Brad Smith stated that he found a document in his computer regarding leaks. He said it was from June of 2011 and looks like an amendment to the very regulation being discussed. He said he will forward it to Kim and they can compare drafts. He said the regulation talks about no credit for leaks and the following is what he had written in the document: "However, the Authority shall grant a residential user a reduction in user sewer bill for water entering the sewer system due to damaged or defective fixtures to the extent of the number of gallons reduction allowed to user by NJ Water Company and upon presentation of proof of repairs to user's damaged or defective fixtures. Users are eligible for such an abatement one time in any five year period." Mr. Smith asked that the minutes of June, July and August 2011 be reviewed to see if an amendment was adopted. Kim Fitzpatrick and Secretary Judy Devone stated they would review the minutes. Mr. Strobel asked Mr. Smith if the document was from a discussion or if it was a draft. Mr. Smith stated it looks as though he drafted an amendment to the regulation but said it is just a paragraph on a document that he had in his files called "CSA Leaks". Mr. Strobel confirmed with Mr. Smith that he didn't have evidence that it was formally adopted and Mr. Smith said that is why he wanted the minutes to be checked. Mr. Strobel asked Kim if the water company asks for proof of repair, noting that what Mr. Smith read, indicated that would be required before the Authority would process a credit. Kim stated that she believed Secretary Judy Devone indicated that she had a previous issue and NJ American Water asked her to provide proof of repair. Kim said it is possible that somehow during her conversation she missed that or the woman just did not mention it, but said she thinks it is a very good point to be included. Judy Devone confirmed that she had been told over the phone by the water company that she would need proof of the repair. Mr. Strobel said he believes it is an appropriate step to

take. He indicated that further action can be determined after review of the minutes.

Kim stated that she wanted to note that two residents who used credit cards to pay their bills disputed the charges. She stated that she was required by the agreement with the credit card company to return those funds back to the credit card processing center, even though they were from April and June. She stated the funds have been returned and both of those users have paid their outstanding bills in addition to the fee that is charged for the reversal of payment. She said she just wanted to bring it to the Board's attention. Kim reported that the customers used their credit cards, and then called the credit card company to dispute the charges. She confirmed that she sent both residents notification that it had occurred and that there would be a fee associated with it. Kim stated that one resident called her to discuss it and told her that she was not disputing the bill but her credit card had been compromised and she put a freeze on charges. Kim stated the other resident did not reach out to her but did pay the bill and the fee.

Kim reported that she signed up for a class scheduled to start on September 29<sup>th</sup> for her QPA. She said it will be online on Tuesdays from 5-10 PM. She said the employee education agreement was posted to the document site for approval for her first course.

Lastly, Kim stated that she was approached by a bargaining employee who asked if there would be any allowance made for vacation time carry-over for this year. She said this would be for bargaining employees who exceed the allowable rollover hours which is 240 hours. She said the allowable rollover hours for non-bargaining employees are 225 and stated there are four bargaining employees and two non-bargaining employees who stand to lose vacation time based on the current policies and procedures. Mr. Strobel noted that it is not yet the end of the year and Kim stated that they are just projecting out the time. She reported that some employees are still fairly high in these hours and she is not sure they would be able to take them all. Mr. Strobel confirmed that there is an existing collective bargaining agreement with a zipper clause. He said there is no obligation for either party to change anything. He stated that if both parties agree, they can revisit it and make a modification. He said typically if one party is interested in bringing something up in the middle of a contract term, there is nothing to prevent them from doing so. He said he would recommend that an agent for the collective bargaining group contact him. He confirmed that the last time the successor agreement was negotiated, there were two agents, one of whom is currently serving in a management position and there was another individual. Mr. Strobel recommended that whoever is currently serving as the agent or representative for the collective bargaining group should put something in writing and send it to his attention, indicating an interest in a reopener discussion regarding the specific

issue and any proposal for the employer's consideration. He noted that at that stage, as Director of Personnel, he can ask questions and bring it before the full Board for discussion.

Kim confirmed she had nothing further for discussion. Secretary Judy Devone reported that she looked at the minutes of June 2011 relating to the previously discussed topic of credit for leaks or defective fixtures. She read aloud a paragraph from those minutes relating to the issue, however, there was no adoption of an amendment to the Rules and Regulations at that meeting. Mr. Strobel suggested following up with a review of the minutes of the next few months.

Mr. Conville presented Resolution 2020/2021-29, Authorizing Amendment to Rules and Rates, Section II, General Conditions, Section A. Applications for Service, No. 6. Mr. Smith noted that the amendment is in italics on the second page and he read aloud as follows: "It is the owner's responsibility to provide the Authority with written notice of a change in use of the property that would result in a new user classification. Reimbursement to the owner for any overbilling prior to receipt of such notice is limited to a period of ninety days." Mr. Smith stated that is what the Board had discussed. Mr. Strobel said this was another follow up to an issue relating to a specific customer billing complaint. Mr. Strobel stated the matter was resolved; the credit was issued and the customer accepted the Authority's proposal to resolve the matter. He noted that as part of the discussion, the Board was interested in taking some actions to minimize the possibility of any further issues. He stated that the amendment is attempting to do that and said as discussed earlier; a user classification will also be added to the customer bill. He recommended that the Board adopt the resolution.

**Motion: Made by Mr. Conville and seconded by Mr. Szymkowski to adopt Resolution 2020/2021-29. Recorded roll call vote: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

**DIRECTOR OF OPERATIONS - ROBERT O'CONNOR**

Mr. O'Connor asked Mr. Kramer to review his report.

**Superintendent of Operations Report - Kevin Kramer**

Kevin said he wanted to recognize two Authority employees, Matt Naisby and Keith Gindville prior to reviewing his report. He said some may have read about it on social media but the employees were called in to assist with a dog stuck in a storm sewer. He confirmed that along with the Cinnaminson Fire and Police Departments, they were called in at about 1:00 AM to help rescue the dog that found its way into the storm sewer. He confirmed the dog was deaf, blind and rather old. He stated Matt and Keith did an excellent job in assisting with getting the dog out and back to its owners. Kevin confirmed that he received

a call from the dog's owner who said she wanted him to know how well the employees did and how appreciative she was to them and the other town entities for their help. Kevin said she wanted the employees to be recognized for their efforts and he assured her that he would inform Commissioners at the meeting. Mr. O'Connor commented that he saw the news on social media and he asked if a cat was also rescued. Kevin confirmed that TD Bank had also called because there were a couple feral cats that made their way into a six-inch cleanout and he, Matt Naisby and Todd Leonard, along with the Fire Department, were there trying to retrieve them. Kevin stated that a plumber came out and was able to retrieve the cats the following day. Mr. Strobel stated that he also saw the story regarding the rescued dog and was happy to see that the Authority helped. He thanked Mr. Kramer for bringing it to the Board's attention as he said he did not know which employees were involved. Mr. Strobel also thanked Matt Naisby, who was present at the meeting, for his part in the rescue and asked Kevin to relay his thanks to Mr. Gindville and to Mr. Leonard for his involvement with the other attempted rescue. Mr. Strobel suggested to Mr. Kramer that it would be appropriate to keep a copy of any letter of praise or community news article in the employees' personnel files.

**Operations:** Kevin confirmed that Plant operations were normal during the time period and there were no permit violations. He reported that he was in contact with Mr. Dave Stewart from DEP regarding the fecal coliform violation in July and the affirmative defense that was requested. Mr. Stewart informed Kevin he plans to do a Plant inspection in October and will address the matter in his report. However, based on the conversation, Kevin understands that Mr. Stewart does not believe there will be any action required from the DEP. Kevin reported that the collection crews will be finished the preventative maintenance of the full town by the middle of October. He stated they are in the last section of town which is the East Riverton section and once that is complete, they will start a new cycle.

**Safety:** Kevin confirmed there were no issues with the Loss Control Prevention Audit which was performed by Michael Palsi of J.A. Montgomery Risk Control. He stated Mr. Palsi was very happy with the Plant record keeping and all the safety measures taken on a daily basis. Mr. Strobel congratulated Kevin and Kevin confirmed that Jack Haines is the Safety Administrator and was a large contributor to the success of the audit. Mr. Strobel asked Kevin to congratulate Jack Haines on his behalf as well.

**Other:** Kevin confirmed that he spoke with Kevin Gauntt, Department of Public Works Superintendent, about getting a list of roads they plan to pave so the Authority is able to inspect the lines prior to paving. He reported that he also spoke with Mr. Gauntt about Public Works including in their budget the raising of manholes on those roads. Kevin said that he spoke with Mr. Simpson about the manholes and Mr.

Simpson stated that is generally how it is done in other towns. Kevin stated there have been instances where manholes have been buried or partially buried. Kevin confirmed that he will maintain an open dialogue with Mr. Gauntt regarding the paving. Kim confirmed with Kevin that she just saw a posting that paving was scheduled to begin tomorrow and he said he was aware.

Mr. Kramer reported that the Huber parts for the Headworks Repair are delayed (coming from Germany.) He stated that the parts are now expected to be delivered in mid-October and once in, the work will be scheduled to be completed before the wet weather comes.

Kevin stated that the exams for State licenses are still being delayed; there has been no update from the DEP regarding the exams. He said it has been almost a full year since the last exam was able to be taken. Lastly, he reported that Todd Leonard will be taking his introductory course at BCIT and it will be an in-person class.

Mr. O'Connor stated he wanted to update the Board regarding a manhole matter that was brought to his attention via a phone call and said he followed up on it by doing some research with Kevin Kramer and Kim Fitzpatrick. He said it appears that the Authority has a manhole on Branch Pike which was paved over and not by the last paving, but by a paving done in 2004. Mr. Strobel asked about its location and Matt Naisby responded that if at Curtis Road, across from Stephen Drive, going toward St. Charles, it is up about 350 ft. He said the manhole sits from the white line on the shoulder, between the curb and the shoulder. Mr. O'Connor stated that the manhole should be uncovered and said that apparently the question arose as to who should pay for it; whether the Authority should pay or the County. Mr. O'Connor stated that the County believes the Authority was responsible. Mr. O'Connor discussed the possible cost and mentioned the possibility of it being covered under the emergency contract that was bid out. Mr. O'Connor stated that he suggested the cost be split evenly and reported that he has not heard anything back from the County. Mr. O'Connor said he became involved because the Mayor called him after receiving a call from the County Engineer. Mr. O'Connor confirmed that the Mayor relayed the message to the County regarding splitting the cost but has not heard back. Mr. Strobel asked about what prompted the County's call on the matter. Mr. Kramer confirmed that Authority employees were out doing preventative maintenance and noticed a missing manhole. Mr. Kramer stated that Branch Pike is a busier road with a bigger main so maintenance is not done as frequently on that road as other side roads with smaller mains. He said Matt Naisby and another employee were out and noticed it. He said the manhole was located using the camera truck. Kevin stated that there haven't been any issues there so it went unnoticed. Kevin confirmed that the engineer that he dealt with went back to a Google map where the manhole is located which showed that prior to the last paving, there was no manhole visible. Kevin said that was proof that



it had been paved over at the earlier date. Kevin confirmed that Chuck Staub, who has been employed at the Plant the longest, does not recall anything about the manhole. Mr. Smith asked about the contact from the County. Mr. Strobel stated that Mr. Joe Brickley is the County Engineer and Mr. O'Connor confirmed him as the contact. Mr. O'Connor will follow up with Mr. Brickley. Mr. Strobel asked if Mr. Simpson or Mr. Smith had any comments to offer. Mr. Simpson said he didn't have anything specific to offer but noted that it happens quite often. He said that whoever is responsible for paving the road, whether a county or a town, at least has to coordinate with the Authority regarding having the manhole raised. He said it is more efficient for a paving contractor to have that included in their contract. He confirmed that Alaimo does that for their clients for road programs. He stated that the paving contractor is going to know how far the manhole has to be raised and has the specifications on where the road profile will be once he finishes. Mr. Simpson said that even if the costs were passed back on to the utility, it is still a better idea for the paving contractor to do the work initially. Mr. Smith asked Mr. Simpson about who ordinarily pays for the manhole raising. Mr. Simpson responded that he has known townships to pay for the raising of the manholes as it is not a major cost add-on for a road program. Mr. Simpson said he will check with his Road Department to make sure of that. Mr. Smith asked about the County's practice and Mr. Simpson stated that the County usually deals with utilities by a pass through but said he has not heard of a pass through for manhole-raising.

**Mr. Simpson:** Suppose, for instance, they are replacing a bridge and the Authority's sewer main has to be relocated. They would work with the Authority's Engineer in the design process, have their contractor relocate the utility and then pass those costs along to the utility. I have seen that happen but that is a more significant cost to a contract than just raising manhole castings.

Mr. Smith asked if Mr. Simpson can find out what the County's practice has been with other municipalities. Mr. Strobel noted that Branch Pike is a long road and asked Mr. Kramer if there were any other manholes covered. Mr. Kramer confirmed there were no other manhole issues there. Mr. Strobel asked if there is anything the Authority can or should be doing to help prevent it from happening in the future. Mr. Simpson stated that coordination with Public Works is a great step for municipal roadways. He stated that he believes the County does give notice regarding roads that will be paved. Mr. O'Connor confirmed that notice had been given on Branch Pike for the last paving and the Authority marked the manholes, however, the covered manhole was not marked. Mr. Smith asked if manholes had been raised during the last paving and who paid and Mr. Kramer stated he believed there were manholes raised. Mr. Simpson stated that he believed the Authority brought in Booth Mechanical for those but was

not certain. There was some further discussion regarding the County's notification of road paving.

Mr. O'Connor had no other matters for discussion under Operations.

**DIRECTOR OF PERSONNEL - RICHARD STROBEL**

Mr. Strobel confirmed he had no matters for discussion under personnel.

Mr. Strobel confirmed with Kim Fitzpatrick that there has been no updated information regarding the AEA Conference.

**TREASURER - THOMAS KOLLAR**

Mr. Kollar stated that on the Revenue side, at 58% through the fiscal year, User Charges are at 50% versus 50% last year. He confirmed Connection Fees are over budget with \$39,000.00 coming in from Ryan Homes (Village at Cinnaminson Harbour). He confirmed that installment connection fees are trending over the budgeted amount as well. He confirmed that total revenues are at 52% versus 42% last year.

On the expense side, he said most of the categories are tracking well and total expenses are at 50% versus 61% last year. He noted that Solids Disposal seems to be tracking higher and said it will exceed budget. He also noted that Chemicals is running a little high and there was a brief discussion regarding the variability of chemicals. Lastly, he noted that Capital Expenditures are at 21% of budget and said the Debt Service is paid for the year.

**Motion: Made by Mr. Kollar and seconded by Mr. Szymkowski to approve the Treasurer's Report and Trial Balance as submitted. Roll call vote recorded as: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

Mr. Kollar submitted a list of Operating Invoices & Payroll Expenses totaling \$168,865.42 and certified that funds are available.

**Motion: Made by Mr. Kollar and seconded by Mr. Szymkowski to approve payment of Operating Invoices and Payroll Expenses as submitted. Roll call vote recorded as: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

Mr. Kollar submitted four Renewal and Replacement requisitions totaling \$17,301.00 and certified that funds are available.

#20-006	MLK & Associates	\$ 3,200.00
#20-007	APEX Services	\$ 7,450.00
#20-008	Booth Mechanical Inc.	\$ 2,500.00
#20-009	Hutchinson	\$ 4,151.00

**Motion: Made by Mr. Kollar and seconded by Mr. Szymkowski to approve payment of the Renewal and Replacement requisition as submitted. Roll call vote recorded as: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Conville and Mr. Szymkowski - All ayes**

Mr. Kollar submitted five Builder's Escrow invoices totaling \$1,712.93 and certified that funds are available.

#109619	Enser (1902 Taylors Lane)	\$	46.25
#107620	Enser (1902 Taylors Lane)	\$	92.50
#200809	Siena - Capital Seniors Housing	\$	573.63
#200810	Bajwa Petroleum	\$	428.05
#200811	Lidl Grocery Store	\$	572.50

**Motion: Made by Mr. Kollar and seconded by Mr. Szymkowski to approve payment of the Builder's Escrow invoices as submitted. Roll call vote recorded as: Mr. Strobel, Mr. O'Connor, Mr. Kollar, Mr. Szymkowski and Mr. Conville - All ayes**

Mr. Strobel confirmed with Mr. Kollar that he had nothing further for discussion.

Mr. Strobel reopened the meeting to the public for comment and hearing none, asked if there were any other matters for discussion.

Referencing a previously discussed matter relating to credit for leaks and defective fixtures, Secretary Judy Devone confirmed that a resolution amending the Rules and Regulations had been passed. She stated the resolution passed in September of 2011; Resolution 2011/2012-30, Authorizing Amendment to Rules and Regulations, Part One - Rules and Rates, Section II.F.5. She said the resolution confirms the document that Mr. Smith mentioned and she read aloud the "NOW, THEREFORE, BE IT RESOLVED" paragraphs. Mr. Smith stated that the Rules and Regulations book must be updated with the amendment and Kim Fitzpatrick confirmed she has a few different word versions of the book and is working to make sure it is updated. She confirmed she will include the amendment and share it with Amy Williams. Mr. Strobel also suggested the Resolution be posted to the document site.

Mr. Strobel noted that the next meeting will be held on a Thursday evening instead of Monday due to Columbus Day.

**Hearing no other matters for discussion, the meeting was adjourned.  
Time: 8:19 PM**

**Next scheduled meeting - THURSDAY, October 15, 2020 at 6:30 PM**

PLEASE TAKE NOTICE, the regular scheduled monthly meeting for the Cinnaminson Sewerage Authority for Monday September 14, 2020 will be held electronically. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq, N.J.S.A. 44:7-7 and Executive Orders No. 103 and 107, issued by Governor Murphy on March 9 and 21, 2020 respectively, declaring a State of Emergency in the State of New Jersey, the CINNAMINSON SEWERAGE AUTHORITY does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of the authority, the monthly meeting of the Cinnaminson Sewerage Authority scheduled for September 14, 2020 at 6:30 pm at 1621 Riverton Road, Cinnaminson New Jersey will be held electronically.

Members of the public who wish to participate in the meeting electronically should follow the instructions at: <https://www.cinnaminsonsewerage.org>. Individuals will be able to fully participate in the meeting including providing public comment. Formal action may be taken. Agenda items are as follows: Approval of prior month's minutes, Engineer's Report, Administration Report, Operations Report, Treasurer Report/Trial Balance, Operating & Payroll Expenses, Resolution to Amend Rules, Renewal & Replacement, Builder's Escrow, and any other matter that may come before the board. The board may hold an executive session if needed.

For members of the public who wish to call in, please call one of the following numbers:

Dial by your location

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 889-1546-1869, Password: 340934.

Kimberly Fitzpatrick  
Administrator