

**AGENDA****CINNAMINSON SEWERAGE AUTHORITY****FEBRUARY 12, 2024****CHAIRMAN – ROBERT O'CONNOR**

6:30 P.M. Call meeting to order.

**OPEN PUBLIC MEETINGS ACT**

N.J.S.A. 10:4-6 et seq., as amended by A-3850

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 2023 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.

**ROLL CALL****PUBLIC COMMENT****OLD BUSINESS**

1. Approval of January 8, 2024 regular and executive session minutes.

**REORGANIZATION**

The Chair is turned over to the Secretary for the purpose of electing a Chairman for the Fiscal Year February 1, 2024 to January 31, 2025.

**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.**

**ADOPTION OF RESOLUTIONS:**

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_ seconded the motion for the adoption of Resolution 2024-2025-01, Appointment of Professionals.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_ seconded the motion for the adoption of Resolution 2024-2025-02, Annual Notice of Meetings.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_ seconded the motion for the adoption of Resolution 2024-2025-03, Staff Designations.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_ seconded the motion for the adoption of Resolution 2024-2025-04, Designating Certain Banking Institutions and Depositories for Authority's Funds.

Mr./Ms. \_\_\_\_\_ moved and Mr./Ms. \_\_\_\_\_ seconded the motion for the adoption of Resolution 2024-2025-05, 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**

1. Employee uniform changes to Bargaining Agreement
2. Energy Procurement Options

**DIRECTOR OF CONSTRUCTION**

1. Engineer's Status Report
2. Resolution 2024-2025-07, Release of Performance Bond- Backstreets Management LLC

**DIRECTOR OF ADMINISTRATION**

1. Resolution 2024-2025-10, Authorize to Join NJSEM

**DIRECTOR OF OPERATIONS**

1. Superintendent of Operations Report - Kevin Kramer
2. Resolution 2024-2025-08, Extension of Sodium Hypochlorite Contract

**DIRECTOR OF PERSONNEL**

1. Proposed Employee Promotion

**DIRECTOR OF BUDGET & FINANCE**

1. Treasurer's Report & Trial Balance
2. Operating & Payroll Expenses \$ 176,066.48
3. Renewal & Replacement \$ 54,167.75
4. Builder's Escrow \$ 5,915.74
5. Deletions \$ 1,056.00
6. Resolution 2023-2024-06, Quarterly Withdrawal
7. Resolution 2024-2025-09, Refund of Revenue - Pro Cap 8, LLC

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

**Next scheduled meeting - March 11, 2024 at 6:30 PM**