

Minutes - April 14, 2025

The regular meeting of the Cinnaminson Sewerage Authority was held on April 14, 2025 in the conference room of the Township Building and commenced at 6:30 PM.

Chairman Robert O'Connor read the following:

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 2024 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.

On roll call those present were Board Members: John Conville, Brian Dunworth, Robert O'Connor, James Wujcik and Frank Szymkowski. Also in attendance were: Kimberly Fitzpatrick, Administrator, Wayne D. Simpson, Authority Engineer and Kevin Kramer, Superintendent of Operations. Mr. John Palko, resident of 203 Valley Forge Road was present in public attendance.

PUBLIC COMMENT

Mr. O'Connor opened the meeting to the public for comment. Mr. John Palko, resident of 203 Valley Forge Road, was present to express concern about the rate increase. He asked to know how it was developed, who determined the amount of increase and why the garbage disposal rate was not increased. He said he believes the garbage disposal rate hasn't changed in forty years and said garbage disposals increase the organic loading, the solids content and the BOD, and make waste more difficult to treat. Chairman O'Connor noted that those with garbage disposals are paying an additional fee for that reason. Mr. Palko remarked

that he feels it should be more. Mr. O'Connor stated that the rate increase was the first in 15 years and was determined in conjunction with the accountant who provided numbers and the Consulting Engineer who calculates the costs to operate the Plant, looks at what has been bonded and what payments are coming due, what needs to be done down the road and what needs to be done to keep the sewage moving through town. Mr. Palko commented that a rate expert is usually involved and said he understands the need for a rate increase but suggested it should have been done at least twice through the years instead of all at once. Solicitor Carmen Saginario responded that there was a public hearing and testimony was given. He said the public was invited to participate and to his recollection, no one from the public was present. He noted that there is a transcript of the entire hearing and offered to provide it to Mr. Palko, if interested, so that he may get a sense of what was presented to the Authority Commissioners for their consideration. Mr. Saginario stated that at one or two meetings prior to the rate hearing, the Authority's Auditor, not just an accountant, who has done audits and rate evaluations for 20 or 30 authorities over the years, made a detailed financial presentation as to why it was necessary to increase rates and also provided a comparison to other neighboring authorities' rates. Mr. Saginario said his recollection was that the Authority's rates were equal to or lower than most neighboring towns. Chairman O'Connor added that they still are equal to or lower even with the increase. Mr. Saginario said there was a significant amount of financial and technical analysis done. He said that Board members were provided with a significant amount of information and data which they questioned, and ultimately decided to increase the rates. Mr. Palko thanked Mr. Saginario for his explanation and noted for the record that he has had significant experience in his professional career designing rates for water utilities, sewer utilities, electric utilities, gas utilities, cable television, ambulances and others, so he has knowledge of what he was discussing.

Mr. Wujcik addressed Mr. Palko's one point about the rate increase. He said the Commissioners also had a lot of discussion regarding not allowing it to go fifteen years again. He confirmed that none of the Commissioners were around fifteen years ago, but said he believes they are in a position where they recognize that it perhaps wasn't the most prudent of practices. He said they will review rates annually going forward, noting that is not to say rates will increase annually. He said over the last two years, especially, the cost of living and inflation has hurt the Authority. He said there was, and it is public record should Mr. Palko wish to review it, an analysis

done on November 7, 2024 running financials looking at what revenues versus expenses would look like at various rate adjustments that could be proposed. He said there was a public meeting on December 9th as well. Mr. Palko said he appreciated all the information and the Board thanked him.

OLD BUSINESS

Mr. O'Connor presented Resolution 2025-2026-11, Extension of Sodium Hypochlorite Supply (Amended) confirming with Kim Fitzpatrick that it was amended to correctly reflect a 2.5% increase.

Motion: Made by Mr. O'Connor and seconded by Mr. Szymkowski to adopt Resolution 2025-2026-11 as amended. Vote: All ayes

Mr. O'Connor presented the regular session minutes of March 10, 2025 for the Board's consideration.

Motion: Made by Mr. O'Connor and seconded by Mr. Conville to adopt the regular session minutes of March 10, 2025 as submitted. Vote: All ayes

Mr. O'Connor stated that the executive session minutes of March 10, 2025 would be tabled until next meeting.

NEW BUSINESS

Mr. O'Connor asked Administrator Kim Fitzpatrick to comment on the Delta Dental Renewal. Kim stated that Insurance Solutions Inc. provided the renewal and she confirmed that as in the past, the 1-yr. renewal rate came in as a better value than the 2-yr. renewal rate. Mr. Conville asked about the percentage increase noting that it shows 0 percent which seems incorrect. There was some further discussion and Mr. O'Connor suggested the renewal be held until next month's meeting so that Kim may receive clarification from Insurance Solutions Inc.

DIRECTOR OF CONSTRUCTION – FRANK SZYMKOWSKI

Mr. Szymkowski asked Mr. Simpson to review his **Engineer's Status Report dated April 8, 2025.**

Mr. Simpson reviewed his report noting the following:

M-080-149 UV Disinfection System

The application for the TWA permit will be submitted this month.

M-080-151 Spot Sewer Repairs

Neri's Construction has completed the required repair.

Mr. Simpson stated they have issued some punch lists and are trying to clean some of the report items up. He said some should be able to be moved to either maintenance bond or off bond on next month's report.

On Developments:

M-081-160 Riverton Country Club - Halfway House

Plans have been reviewed and approval was recommended.

DIRECTOR OF ADMINISTRATION - JOHN CONVILLE

Mr. Conville asked Kim Fitzpatrick to provide an administration update. Kim reported that the audit has officially started and that the remote deposit is being used fully now and is working smoothly. She said the money is getting into the account immediately so interest is being earned right away.

DIRECTOR OF OPERATIONS - ROBERT O'CONNOR

Mr. O'Connor asked Mr. Kramer to review his **Superintendent of Operations Report for the period March 10, 2025- April 14, 2025**. Kevin reported the following:

Operations: Kevin confirmed that the Plant is still experiencing foaming issues and the cause is likely a surfactant which may be a cleaning agent coming in over the weekend. He has been in consultation with lab techs from Aquafix, and he plans to send a letter to all industries in town and let them know the Authority will be sampling. There have been no permit violations. Mr. Sweeney from DEP was out on March 18th for an inspection of the Collection System which went well. There have been several complaints regarding a sewer smell from neighborhoods surrounding the treatment plant and Kevin received a call from the EPA following up on a complaint made to them. He confirmed during the call that Bio-Air is coming out to do an inspection of the odor control systems. He believes the foam may be causing more odor and that getting it resolved will help. Lastly, there was an onsite Quality Assurance Lab Audit on April 3rd which went well and he is awaiting the subsequent report from DEP.

Safety: There were four safety trainings on March 12th, March 26th, April 2nd and April 9th as detailed in his report.

Other: Neri's Construction finished the required work to the original repairs on Chestnut Hill Drive.

Mr. O'Connor presented Resolution 2025-2026-15, Award of Contract Annual Generator Maintenance and confirmed with Mr. Simpson that the resolution was in order. Mr. Simpson stated the only bidder was GenServe and they have been doing a good job.

He stated the increase was about 3.5% higher than the price in 2023.

Motion: Made by Mr. O'Connor and seconded by Mr. Szymkowski to adopt Resolution 2025-2026-15. Vote: All ayes

DIRECTOR OF PERSONNEL - BRIAN DUNWORTH

Mr. Dunworth presented Resolution 2025-2026-17, Ratification of Collective Bargaining Agreement Memorandum of Understanding. Mr. O'Connor stated this was discussed previously in executive session and is a result of those discussions. He stated if further discussion is required, it should be discussed in executive session.

Motion: Made by Mr. Dunworth and seconded by Mr. Szymkowski to adopt Resolution 2025-2026-17 as submitted. Vote: All ayes

Chairman O'Connor made a motion, per the suggestion of Solicitor Carmen Saginario, to adopt changes for non-bargaining employees, relative only to health care contributions and the allocation and award of vacation and sick time, to match the changes in the Memorandum of Understanding for the bargaining unit. The motion was seconded by Mr. Conville. Vote: All ayes

TREASURER - JAMES WUJCIK

Mr. Wujcik said the general ledger, abbreviated expenditure, check registry, year to date revenue collection and capital expenditure reports included in the package were all in good order. He said total revenues came in at 9% to budget. On the expense side, he confirmed that total expenses came in at 19%.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to approve the Treasurer's Report and Trial Balance as submitted. Vote: All ayes

Mr. Wujcik submitted a list of Operating Invoices and Payroll Expenses totaling \$181,547.85 and certified that funds are available.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to approve payment of Operating Invoices and Payroll Expenses as submitted. Vote: All ayes

Mr. Wujcik submitted a list of Renewal and Replacement totaling \$55,570.75 and certified the funds are available.

2026-92	Booth Mechanical	\$ 25,161.75
2026-101	Booth Mechanical	\$ 8,140.25
2026-127	Booth Mechanical	\$ 22,268.75

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to approve payment of the Renewal and Replacement requisitions as submitted. Vote: all ayes

Mr. Wujcik submitted seven invoices for Builder's Escrow totaling \$5,780.90.

To Alaimo:

#226887 Riverton CC Halfway House	\$ 557.50
#226886 C. Meekins 709 S. Snowden	\$ 2,048.70
#226885 Omshanty LLC-Westfield Friends	\$ 165.00
#226884 CFA Cinnaminson LLC	\$ 2,789.70
#226883 Fieldstone Partners - 8 Paddock Ln	\$ 55.00
#226882 Walmart Expansion	\$ 55.00
#22681 Villages at Cinna. Harbour	\$ 110.00

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to approve payment of the Builder's Escrow invoices as submitted. Vote: All ayes

Mr. Wujcik presented one Release of Escrow totaling \$52.20 and made a motion to approve the release. The motion was seconded by Mr. Szymkowski. Vote: All ayes

Mr. Wujcik presented two deletions totaling \$257.40 and made a motion to approve the deletions. The motion was seconded by Mr. Szymkowski. Vote: All ayes

Mr. Wujcik presented Resolution 2025-2026-16, Budget Transfers for FY 2025. Total transfers were in the amount of \$148,555.76.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to adopt Resolution 2025-2026-16. Vote: All ayes

Mr. O'Connor asked if there were any other matters for discussion. Mr. Wujcik asked Mr. Saginario if he knew of any municipalities assessing storm water management fees relating to run off. Mr. Saginario said he would look into it. Mr. Simpson stated that NJ does have a law that allows the creation of a storm water utility. He said there was a lot of discussion about two years ago referring to a "rain tax". He said it is up to the local municipality to enact regulations for the creation of a storm water utility and it can be part of the sewerage authority, making it a utility authority. He said this would give the ability to do what Philadelphia is doing, and assess properties based on the amount of impervious area and use the

money to try to keep the storm water from flowing out to the river and flooding properties.

Mr. Saginario noted for the record that Mr. O'Connor was instrumental in meeting with the collective bargaining unit and getting the Memorandum of Understanding in place. Mr. O'Connor stated he thinks it says a lot about the culture that has been created and the trust between employees and management.

Hearing no further matters for discussion, the meeting was adjourned. Time: 7:02

Next scheduled meeting: Monday, May 12, 2025 at 6:30 PM