

Minutes - March 9, 2026

The regular meeting of the Cinnaminson Sewerage Authority was held on March 9, 2026 in the conference room of the Township Building and commenced at 6:30 PM.

Chairman Robert O'Connor was absent. Vice Chairman John Conville asked for a roll call. Upon roll call by the Secretary Judy Devone, those present were Board Members: Brian Dunworth, John Conville, James Wujcik and Frank Szymkowski. Also in attendance were: Kimberly Fitzpatrick, Administrator, Wayne D. Simpson, Authority Engineer, Kevin Kramer, Superintendent of Operations and Solicitor Jeff Caccese of Comegno Law Group.

Mr. Conville 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 2026 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.

Mr. Conville welcomed newly elected Solicitor, Jeff Caccese, to the meeting and asked those present to provide their names and positions. Mr. Caccese provided a brief background about his past experience.

OLD BUSINESS

Mr. Conville presented the regular session minutes of February 9, 2026 for the Board's consideration.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to adopt the regular session minutes of February 9, 2026 as submitted. Vote: All ayes

Mr. Conville presented the executive session minutes of February 9, 2026 for the Board's consideration.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski. Vote: All ayes

NEW BUSINESS

DIRECTOR OF CONSTRUCTION - FRANK SZYMKOWSKI

Mr. Szymkowski asked Mr. Simpson to review his **Engineer's Status Report dated March 6, 2026**. Mr. Simpson reviewed his report noting the following:

M-080-149 UV Disinfection System

He is getting ready to submit the filtration unit to the DEP and hoping to be able to modify the existing TWA permit. If a new permit must be filed, new forms will be forthcoming.

On developments:

M-081-163 713 South Snowden Avenue

He has recommended approval of the plans for this project.

DIRECTOR OF ADMINISTRATION - JOHN CONVILLE

Mr. Conville presented Resolution 2026-2027-08, Authorizing the Use of Omnia Partners Cooperative and asked Kim Fitzpatrick to provide some information. Kim confirmed that Omnia Partners Cooperative is a national coop and is used by the Township, as well as multiple other entities in the State of NJ. She stated the reason for joining has to do with a needed pump that would require the bidding process which can be a lengthy and costly process. Solicitor Caccese confirmed that the bidding process has effectively already been done when using this coop.

Motion: Made by Mr. Conville and seconded by Mr. Wujcik to adopt Resolution 2026-2027-08. Vote: All ayes

DIRECTOR OF OPERATIONS - ROBERT O'CONNOR

Mr. O'Connor was absent. Mr. Conville asked Mr. Kramer to review his **Superintendent of Operations Report for the period February 9, 2026 - March 9, 2026**. Kevin reported the following:

Operations: Kevin said there were no permit violations during the period. He is watching weather conditions and as it warms up, will make operational changes. He noted he has been

monitoring some problem areas in the collection system and making sure there are no issues.

Safety: Official safety training will begin at the end of the month.

Other: Dukes is treating the easements and other areas in town where the vacor is unable to reach with their root treatment product.

Mr. Conville presented Resolution 2026-2027-9, Extension of the Electrical Apparatus Contract for 2-yrs. Mr. Simpson stated there was a provision in the contract to allow for a 1 or 2-year extension when both parties agreed. The increase cannot exceed an index rate published by the federal government. The index rate for the fourth quarter of 2025 was 3%. Municipal Maintenance has asked for the 3%. Mr. Simpson confirmed that although the contract is for \$200,000.00, he does not think the Authority uses that much during the course of two years, and it is based on the quantities bid. He also stated that Municipal Maintenance has been doing a very good job and he recommends approving the extension.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to adopt Resolution 2026-2027-9. Vote: All ayes

DIRECTOR OF PERSONNEL - BRIAN DUNWORTH

Mr. Dunworth confirmed he had one item for discussion in executive session under personnel.

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 there is not much of an update at only one month into the fiscal year.

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 \$195,935.67 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 two requisitions for Renewal and Replacement totaling \$29,234.42 and certified the funds are available.

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| 2026-538 Core Mechanical | \$ 24,335.36 |
| 2027-9 Booth Mechanical | \$ 4,899.06 |

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 two invoices for Builder's Escrow totaling \$840.00.

To Alaimo:

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| #232125 J. Branderburger 713 S. Snowden | \$ 220.00 |
| #232124 Colonila Land - Chicks Towing | \$ 620.00 |

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 submitted one Release of Escrow in the amount of \$2,175.90 and certified the funds are available.

Motion: Made by Mr. Wujcik and seconded by Mr. Szymkowski to approve the release of escrow. Vote: All ayes

Mr. Wujcik said he had nothing further for discussion. Mr. Conville opened the meeting to the public for comment and hearing none, closed public comment.

Mr. Conville offered Mr. Simpson his deepest condolences, on behalf of the Cinnaminson Sewerage Authority, on the passing of Richard Alaimo.

Mr. Conville asked if there were any other matters for discussion and heard none. **Mr. Wujcik made a motion to enter into an executive session to discuss a personnel item, results to be disclosed when no longer prejudicial to the interests of the Authority. Mr. Szymkowski seconded the motion. Vote: All ayes Time: 6:50 PM. Kevin Kramer and Kim Fitzpatrick were excused.**

A motion to return to open session was made by Mr. Wujcik and seconded by Mr. Szymkowski. Vote: All ayes Time: 7:03 PM

Mr. Dunworth made a motion to approve an annual salary increase for Kevin Kramer from \$131,000.00 to \$136,000.00 effective the first day of the next pay period. Mr. Wujcik second the motion.
Vote: All ayes

The meeting was adjourned at 7:05 PM.

Next scheduled meeting: Monday, April 13, 2026 at 6:30 PM