BEVERLY SEWERAGE AUTHORITY

**AGENDA**

# January 8, 2020

**CALL TO ORDER**

**SALUTE TO FLAG**

**COMPLIANCE STATEMENT**

**ROLL CALL**

**APPROVE MINUTES** – December 4, 2019

**RECEIVE AND FILE FINANCIAL STATEMENT FOR**: December, 2019

**Old Business**

**New Business**

**Solicitor Report**

**Engineer Report**

**Executive Director’s Report**

**APPROVE PAYMENT OF BILLS**

**Public Comment**

**Adjourn**

BEVERLY SEWERAGE AUTHORITY Meeting Minutes January 8, 2020

The regular meeting of the Beverly Sewerage Authority was called to order by Chairman Bob Lowden under the provisions of the Open Public Meetings Law c.295, Public Laws of 1979 with a salute to the flag of the USA on January 8, 2020 at 7:00 PM in the Beverly City Municipal Building, 446 Broad St, Beverly, NJ 08010

**ROLL CALL** and the following were present: Mr. Bancroft, Mr. Lowden, Mr. Newsome and Mrs. Wolbert. Mr. Heron was unable to attend the meeting. Authority Engineer, Ben Weller, was in attendance. Executive Director, Doug Weller, was excused from the meeting.

**MINUTES:** Mrs. Wolbert moved, seconded by Mr. Newsome that the minutes of the December 4, 2019 meeting be approved and filed, which motion was carried by unanimous vote.

**FINANCIAL STATEMENT:** Mr. Bancroft moved, seconded by Mr. Newsome to approve the financial statement for December, 2019 which motion was carried by unanimous roll call vote with one member absent.

**OLD BUSINESS:** Authority members will table discussion on personnel until February meeting.

**NEW BUSINESS:** Sec/Treas let the Authority members know that the year end 9/30/19 audit has been completed.

**SOLICITOR REPORT:** Mr. Coleman was excused from attending the meeting

**ENGINEER REPORT:** Mr. Weller talked about ongoing work on end of year DEP, DRBC and sludge reports. He also spoke about the floor drain at the plant. The TV inspection revealed silt in the influent line and that a clean out would be required.

 **EXECUTIVE DIRECTOR OPERATIONS REPORT:** Mr. Weller was absent from the meeting but had submitted a report. Chairman Lowden requested the members read over the report.

**APPROVE PAYMENT OF THE BILLS:** Mr. Bancroft moved, seconded by Mr. Newsome to approve the payment of the bills on the bill list, which motion was carried by unanimous roll call vote with one member absent.

|  |  |  |  |
| --- | --- | --- | --- |
| ALS Group USA | $574.00 | lab | Dec lab serv |
| ALS Group USA | $520.00 | lab | Nov lab serv (paid in Dec) |
| AUS Aramark Uniform | $493.00 | misc oper | 12/4-1/1 uniform serv |
| A&L Septic | $3,139.00 | sludge removal | 11/13-12/26 |
| AT&T | $49.37 | telephone | plant phone |
| Baugh Bros | $660.97 | fuel oil | 12/27/2019 |
| Baugh Bros | $691.63 | fuel oil | 11/27/19 (pd in Dec) |
| CASA Payroll | $215.00 | office exp | payroll serv Dec |
| Chemsearch | $500.00 | chemical | drain opener |
| Cintas | $205.07 | misc oper | plant first aid supplies |
| City of Beverly | $9,000.00 | office exp | 2020 office lease |
| City of Beverly | $588.80 | office exp | postage machine use (pd in Dec) |
| Colony Pool | $1,305.50 | chemical | 11/22,12/11,1/3 hypochlorite |
| Coyne Chemical | $1,769.11 | chemical | sodium bisulfite, zetag |
| Delanco Sewerage Authority | $1,443.84 | health ins | dweller 3months (pd in Dec) |
| Delcora | $585.00 | sludge removal | November service |
| Environmental Resolutions | $6,295.00 | engineer | PCBS, training |
| FEMA NFIP Direct | $2,217.00 | other ins | flood insurance annual |
| Joe Hays | $1,285.00 | health ins | per contract medicare reimb |
| Home Depot | $850.19 | misc oper | heater,batts,rake,hose,filter (pd in Dec) |
| Liberty Mutual | $45,352.52 | other ins | auto,liability annual (pd in Dec) |
| MGL Printing Solutions | $611.00 | office exp | blank sewer bills |
| NJAW | $24.90 | water | monthly water |
| NJ Labworks | $650.00 | lab | December lab serv |
| NJSHBP | $755.01 | health ins | retired |
| NJSHBP | $7,171.99 | health ins | active |
| NJ Water Assoc | $475.00 | membership | annual dues |
| One Call Concepts | $29.92 | misc oper | December markouts |
| PSE&G | $512.04 | electric | Nov (pd in Dec) |
| Beverly Post Office | $194.00 | office exp | annual PO box fee |
| Payroll | $23,105.78 | payroll | 11/29-12/5, beeper pay,vaca sell back |
| Payroll | $5,963.04 | payroll | 12/6-12/12 |
| Payroll | $5,765.61 | payroll | 12/13-12/19 |
| Payroll | $6,190.79 | payroll | 12/20-12/26 |
| Raymond Coleman Heinold | $345.00 | legal | personnel issues |
| Republic Services | $222.44 | plant r&m | trash removal Nov & Dec |
| Sprint | $299.98 | telephone | cell phones |
| George Stevenson & Son | $526.00 | other ins | public official bonds |
| TD Wealth Management | $5,894.84 | NJ Infrastructure trust | loan payment |
| Twp of Delanco | $28.70 | misc oper | gasoline, November |
| Verizon | $289.78 | telephone | plant phone |
| WB Mason | $61.83 | misc oper | water, cleaner, white out |
| TOTAL | $136,857.65 |  |  |

**PUBLIC COMMENT:** No public was in attendance

**ADJOURNMENT:** Mr. Bancroft moved, seconded by Mr. Newsome to adjourn the meeting. Chairman Lowden closed the meeting

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Bev Morgan/Sec-Treas