

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **September 15, 2021** at 7:30 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey. A mask is still required due to Covid-19.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act.

Roll Call:

Present: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke, Mr. Hassett

Absent: None

Also in attendance was Mr. Toal, Operations Manager, Mr. Hugh Dougherty, Engineer, Mr. Chris Long, Solicitor. Mrs. Corson was not in attendance due to vacation day.

Mr. Knott made a motion to open the floor to the public, seconded by Mr. Odenath. On voice vote, motion carried.

Mr. Buscher read the guidelines of conduct for those present from the public who wish to speak during open floor.

1. John McAllister addressed the Board regarding his water bill. He stated he has lived at 42 E 7th Ave for many years and his water bill has been very high. Pat Garvey explained that the rates have increased over time and that the same amount of water usage would cost more; and the high water bill in question is for 26T gallons which was the same amount used for the same quarter in 2019; the guys have checked the meter for leaks and no leaks show. The Board told Mr. McAllister that the meter will be tested and arrangements will be made for him to be present when the meter is pulled. The Board will not charge for the meter test fee.
2. Thomas Baldissero who lives at 309 Erial Rd addressed the Board about the contractors working on Erial Rd getting concrete on the hood of his vehicle. He notified the office and wants clarification on getting his car repaired. Mr. Dougherty said the contractor was notified and Mr. Baldissero should provide the MUA with an estimate for the repairs. Mr. Green told Mr. Baldissero to bring the estimate to the office and Mrs. Corson will forward it to the contractor.

Mr. Green made a motion to close the floor to the public, seconded by Mrs. Burke. On voice vote, motion carried.

Mr. Buscher opened the floor to Peter Milano from Novacom Inc for his presentation on single source telephone & network upgrade.

Mr. Milano's presentation summary: Novacom will provide new phone system with cell towers; partner w/ Comcast for faster internet speed; 24/7 for 5 year support contract; estimated 38T inclusive for the 5 years; MUA bills have been analyzed and cost will be less than currently paid; installation approximately half day per location. Mr. Toal expressed concerns about the calls made to the on-call phone during after hour emergencies. Mr. Milano assured that this service has proven to be very reliable with medical practices. Novacom has roughly 1,100 customers; Novacom is not on state contract and doesn't currently service any other MUA's.

The Board said there was no need for a demonstration at this time since we will have to draw up specs and go out for quotes. The Board thanked Mr. Milano for his presentation.

Minutes:

Mr. Knott made a motion to approve the minutes of the August 18, 2021 meeting, seconded by Mr. Green.

All others were in favor of approving the minutes.

Mrs. Burke made a motion to approve the minutes of the August 31, 2021 meeting & closed session, seconded by Mr. Knott.

All others were in favor of approving the minutes.

Correspondence:

1. From One Stop Shoppe re: Parking Lot Cave In
2. From Pennoni re: Sink Hole Repair Bid Recommendation

The Board reviewed the Correspondence.

Mr. Green made a motion to approve the correspondence, seconded by Mr. Buscher. All were in favor.

Engineers Report:

I. Active Projects

1. Various Water Projects
 - a. Erial Road Waterman Rehab
 - 1) County project: remainder of Erial Road.
 - 2) Approximately sixty (60) water service replacements; 528 homes affected.
 - 3) Awarded to J. Fletcher Creamer & Son, Inc. Base Bid \$2,915,694.00.
 - 4) Additional police required beyond \$80,000 allowance.
 - 5) Substantial completion 7/2/2021, concrete pad replacement.
 - 6) Meeting to discuss final restoration and project closeout.
 - b. New Well and Well 6 & 7 Decommissioning

- 1) NJDEP inspection.
- 2) Abandon Wells; Spring 2022.
- 3) Must construct new well to maintain Firm Capacity.
- 4) Preliminary Design submitted for review, Advertise October, Construction Spring 2022.
- c. Asset Management Plan (PHMUX 18007)
 - 1) Plan provided to MUA (available to view on I-Pad); Implemented April, 2019.
 - 2) Update/Develop a 5-year capital plan for all assets. Review all assets including buildings.
2. Federal Law America's Water Infrastructure Act of 2018
 - a. Risk and Resilience Study
 - 1) Risk and Resilience Study certification submitted.
 - 2) Update ERP within 6 months (December 2021).
3. Water Allocation Permit
 - a. Permit Renewal issued February 22, 2018. Permit expires February 29, 2028.
 - b. Pennoni prepared Well Status Update. Well status update to be submitted annually by January 31st through E2 electronic filing.
 - c. Pennoni submitted 2020 DRBC Audit.
4. Map and Regulation Updates
 - a. Awaiting MUA markups.
 - b. Incorporate MUA GIS Data (Future).
 - c. Schedule meeting with Pennoni GIS Staff.
 - d. Solicitor to draft rule change for "Change in Use" connection fees.
 - e. Update Rules, Regulations and Technical Specifications.
5. Plant Roof
 - a. Advertised 9/2/21; Pre-Bid held 9/9/21; Bid Opening 9/30/2021.
 - b. Construction Fall 2021/Spring 2022; No conflict with school projects.
6. Bromley Estates Pump Station Generator
 - a. Preliminary Design complete; Additional Survey required for preferred generator location; September/October Advertisement.
 - b. Construction Spring 2022.
7. Annual Water Bond Trustee Report
 - a. Pennoni submitted 2020 report.

II. Other Projects

1. Pine Valley Developers (Fairway Pines) Use Variance
 - a. Use variance approval for 85 units.
 - b. NJDEP permits submitted.
 - c. Branch Avenue/3rd Avenue PRV design and installation to provide redundancy.
2. Branch Avenue Self Store (Former Callahan Nursery)
 - a. Connection for storage facility; Site work underway; phased construction.
3. Carl Pursell- 121 Berlin-Cross Keys Road
 - a. 20-year Recapture Agreement for Amboy Bank.
4. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Amboy Bank approved to construct 85 Townhomes.
 - b. TWA Application revisions required.
5. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612) (Property purchased by Carl Pursell)
 - a. Pennoni issued bond release recommendation (release not recommended).
6. 113 Berlin-Cross Keys Road
 - a. Connection waiver.
7. 1734 Erial Road, Gloucester Township
 - a. Sewer and water connection denied.
8. Tank Antenna
 - a. ATT: Turnerville.
 - b. Cellco/Verizon: Mt. Clement; cable tray cover to be removed and cables painted.
 - c. Cellco/Verizon: Turnerville.
 - d. T-Mobile/MetroPCS: T-Mobile on Mt Clement 2nd request for antenna (New request).
 - e. T-Mobile/MetroPCS: Turnerville (New request).
 - f. Sprint: Mt. Clement.
 - g. Ham Radio Operator Antenna: Turnerville.

Mr. Dougherty highlighted certain projects on his report.

Erial Rd: Completed; working on closeout issues. Mr. Baldissero's car repair issue will continue to be addressed.
 Decommissioning wells & New Well: Preliminary design done. Will consult John Toal for design feedback re: pump type. Will advertise October for Spring construction.
 Risk & Resilience study: Emerg Response Plan must be updated by December 2021; working w/ Mrs. Corson.

Plant Roof: Pre-Bid held 9/9/21, Bid Opening 9/30/21. No conflicts anticipated; possible material delays.
Bromley Estates Pump Station Generator: Looking for October advertizing and Spring 2022 construction.

Discussion on lead in system pipes. Mr. Dougherty said that Mr. Toal is checking the town in a systematic manner. There was a point at which lead pipe and lead solder was removed from the market. So anything before that date is subject, and anything after that is ok. Mr. Toal said the older homes that we think may have lead goosenecks will be checked but the rest of the town really doesn't have any lead.

Mr. Knott made a motion to accept the Engineer's Report, seconded by Mr. Odenath.
On voice vote, motion carried.

Solicitor's Report:
Mr. Long had no report just a few resolutions.

Mr. Green made a motion to accept the Solicitor's Report, seconded by Mr. Odenath.
On voice vote, motion carried.

Operation Manager's Report:
Board reviewed Mr. Toal's report.

Mr. Odenath made a motion to approve the Operation Manager's Report, seconded by Mrs. Burke.
On voice vote, motion carried.

Executive Director's Report:
No Report.

Board Members:
No comments or questions from the Board.

New Business:
None
Old Business:
None

RESOLUTIONS:

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
RESOLUTION #21-080**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has to repair the parking lot at the One Stop Shop 802 Turnerville Road, Pine Hill NJ due to a sink hole; and

WHEREAS, it will be necessary to appropriate the funds from the Sewer General Fund in order to fund that repair.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$13,000.00 from the Sewer General Fund, which is required for the payment to Pioneer General Contracting, is hereby authorized; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and that certified copies of this resolution be forwarded without delay to the Authority Trustee, Secretary/Treasurer and Financial Clerk.

Mr. Odenath made a motion to approve appropriation of sewer general funds, seconded by Mr. Green.
Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke
Nays: None

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING
BETWEEN THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY AND NATALIE
CHESKO AND THE APPOINTMENT OF NATALIE CHESKO AS DEPUTY EXECUTIVE
DIRECTOR/EXECUTIVE DIRECTOR IN ACCORDANCE WITH THE TERMS AND CONDITIONS
OF THE MEMORANDUM OF UNDERSTANDING ATTACHED HERETO
RESOLUTION #21-081**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA") has agreed to appoint Natalie Chesko ("Chesko") as Deputy Executive Director and thereafter Executive Director of the PHMUA in accordance with N.J.S.A. 40:14-B-18 and the PHMUA's By-Laws; and

WHEREAS, Chesko shall be appointed as the Deputy Executive Director of the PHMUA until on December 31, 2021, and shall thereafter be the Executive Director of the PHMUA on January 1, 2022; and

WHEREAS, the PHMUA and Chesko have negotiated the terms and conditions of the Memorandum of Understanding as attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. Natalie Chesko is hereby appointed to the position of Deputy Executive Director and Executive Director effective January 1, 2022.
3. The Chairman and/or Vice Chairman is hereby authorized to execute the Memorandum of Understanding with Natalie Chesko in the form attached hereto and approved as to form by the Solicitor of the Pine Hill Municipal Utilities Authority.

MEMORANDUM OF UNDERSTANDING

To: Natalie Chesko

Subject: Natalie Chesko – Terms and Conditions of Employment – Pine Hill Borough Municipal Utilities Authority – Deputy Executive Director/Executive Director

The following are the proposed terms and conditions of employment between Natalie Chesko (“Chesko”) and the Pine Hill Borough Municipal Utilities Authority (“PHMUA”).

1. Chesko shall begin employment as Deputy Executive Director of the PHMUA on TBD. Chesko shall become the Executive Director of the PHMUA on January 1, 2022.

2. Duties – As Deputy Executive Director Chesko will report to Debra Corson. The duties shall consist of, subject to the direction of the Executive Director, the general overall supervision and direction of all department of the PHMUA consistent with the duties as may be established by the PHMUA for the position of Deputy Executive Director.

As Executive Director Chesko will report to the Commissioners of the PHMUA. The duties shall consist of the general overall supervision of and direction of all department of the PHMUA consistent with the duties established by the PHMUA for the position of Executive Director, attached as Exhibit “A”.

3. The annual salary to be paid to Chesko shall be One Hundred and Two Thousand, Five Hundred Dollars (\$102,500.00). Annual salary increases will be determined by the Commissioners of the PHMUA at the beginning of the PHMUA’s fiscal year.

4. Chesko’s appointment is in accordance with N.J.S.A 40:14B-18. The appointment of Chesko as Deputy Executive Director and Executive Director is at the pleasure of the PHMUA.

5. Working Facilities – Chesko shall be furnished with an office and such other facilities and services as required to perform her duties. It is expected that the Chesko will work on site during normal business hours unless given prior approval by the PHMUA Chairperson.

6. Work Week – Chesko’s weekly work schedule shall be Monday through Thursday 8:00 a.m. – 4:30 p.m., and Friday 8:00 a.m. – 4:00 p.m. Chesko will have a one (1) hour lunch break each day. Chesko will be required to attend all PHMUA meetings. and any other special events as determined by the PHMUA Commissioners. Upon assumption of the position of Executive Director, Chesko shall be on call on a twenty-four (24) hour a day basis, except where reasonably not available.

7. Insurance – Chesko shall be entitled to participate in the PHMUA Health/Dental Insurance program. Chesko will be required to contribute to the health insurance as provided in Chapter 78 statues, Tier 4 (P.L. 2011, c. 78). Chesko will only be covered by the PHMUA health insurance during her employment with the PHMUA. Chesko may elect to opt out of the health insurance and receive compensation of 25% of the amount saved by the PHMUA as the result of the waiver or \$5,000 whichever is less. The PHMUA shall provide Workers’ Compensation coverage for Chesko during the term of her employment

8. Sick leave – Chesko shall be entitled to 1 ¼ sick days per month for the balance of the 2021 calendar year. As of January 1, 2022, Chesko shall receive fifteen (15) days of sick leave per year. Chesko shall be entitled to carry over all unused sick time and cash out a maximum of \$15,000.00 upon separation of employment in good standing. Chesko shall be entitled to sell back a maximum of seven (7) days of sick time a year not taken in a calendar year at her base rate of pay. Notice must be provided to the PHMUA by November 14 of each calendar year and payment will be made to Chesko on or about December 15 of that year.

9. Personal Days – Chesko shall be entitled to four (4) personal days per year. Personal days do not carry over and must be used within the calendar year or be forfeited.

10. Vacation days – Chesko shall be entitled to fifteen (15) vacation days per year starting January 1, 2022. After 10 years of employment with the PHMUA, Chesko shall be entitled to twenty (20) vacation days per year. After 15 years of employment with the PHMUA, Chesko shall be entitled to twenty-five (25) vacation days per year.

11. Holidays – Chesko shall be entitled to all PHMUA holidays as outlined in the Personnel Policy.

12. Chesko shall be entitled to participate in the Public Employees Retirement System for which she is or may become eligible, and the PHMUA agrees to make appropriate contributions thereto, in accordance with the provisions of N.J.S.A 43:15A-1 et seq.

13. Vehicle – Chesko shall use her personal vehicle for all PHMUA business. Chesko shall insure said vehicle in a minimum amount of \$100,000 bodily injury liability insurance per person and \$300,000 total bodily injury liability insurance per accident. All insurance premiums, gas and maintenance shall be paid by Chesko. The PHMUA shall reimburse Chesko one hundred dollars (\$100) per month for use of her personal automobile on all PHMUA business. In addition, the PHMUA shall reimburse Chesko at the annual IRS rate per mile for use of her personal automobile on PHMUA business where the distance is over twenty (20) miles, payable from the first mile. Chesko shall submit a monthly voucher for mileage reimbursement attaching thereto an itemization of mileage use for mileage reimbursement attaching thereto an itemization of mileage use for official PHMUA business. Parking and tolls shall also be reimbursed upon submission of receipts documenting these costs. Daily travel to and from the PHMUA facilities shall not be eligible for reimbursement under this section.

14. Bereavement – In the event of a death in Chesko’s immediate family, she shall be granted time off without loss of pay not to exceed three (3) consecutive working days, one of which shall be the day of the funeral. The term “immediate family” shall be defined as mother, father, or parental guardian, brother, sister, spouse, children, grandchildren or foster children of the employee and stepparents and mother-in-law and father-in-law and grandparents.

15. It is agreed between the PHMUA and Chesko that during the term of Chesko’s employment, she shall devote her time and best efforts to the affairs of the PHMUA and shall not directly or indirectly be engaged in any other employment that will interfere or conflict with her employment duties of Executive Director.

16. In the event that a portion of provision of the Memorandum of Understanding shall be declared unlawful, invalid, ineffective, or unenforceable, it shall not affect any other provisions, or the remainder of this Memorandum of Understanding and the remainder of this Memorandum of Understanding shall remain in full force and effect.

17. This Memorandum of Understanding shall be governed, interpreted, and construed in accordance with the laws of the State of New Jersey.

18. This Memorandum of Understanding establishes the conditions of employment with Chesko to serve as the Deputy Executive Director and thereafter the Executive Director of the PHMUA and contains the entire understanding of the parties. The Memorandum of Understanding may only be amended in writing signed by both parties. The covenants set forth herein shall inure to the benefits of, and be binding upon both parties, their legal representatives, heirs, successors, and assigns.

Mr. Green made a motion to approve the appointment of Natalie Chesko as Executive Director along with the attached memorandum of understanding, seconded by Mrs. Burke.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nayes: None

**SEWER
RESOLUTION #21-082**

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

SEE ATTACHED SHEETS \$106.41 remove penalty correct post

Mr. Knott made a motion to approve sewer billing adjustments, seconded by Mr. Green.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nayes: None

**Water Operating
Revenue Resolution #21-083**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC9587	192.51	BMEU Clerk, Deptford USPS	Supplies - Office
MC9588	50.00	Treasurer, New Jersey State	T/E - Operating
MC9589	50.00	Treasurer, New Jersey State	T/E - Operating
MC9633	3,468.50	Pennoni Associates	Engineer Fees
9590	112.65	ABS Electric	R/M - System
9591	8,730.91	Atlantic City Electric	Utilities - Operating

9592	72.00	Acme Uniforms	Supplies - Operating
9592	11.00	Acme Uniforms	Supplies - Office
9593	15,336.58	Amerihealth Ins Co of NJ	Health Insurance
9594	20.00	Authenticom Services LLC	Supplies - Office
9595	207.69	Barton Supply	Supplies - Operating
9596	131.60	Casa Payroll Services	Supplies - Office
9597	1,487.16	C & C Computer Design	Supplies - Office
9601	153.60	Courier Post	Supplies - Office
9603	44.98	Eds Rental	Supplies - Operating
9604	1,141.00	Eurofins QC	Laboratory Testing
9605	45.00	Flowers and Gifts	Miscellaneous - Office
9606	100.73	WW Grainger	Supplies - Operating
9607	24.00	Thomas Hassett	Health Insurance
9608	115.98	Matthew Hufner	Supplies - Operating
9608	37.61	Matthew Hufner	Health Insurance
9609	57.30	Independent Alarm	R/M -Office
9609	63.66	Independent Alarm	R/M - Building
9610	67.85	Intercounty Newspaper	Supplies - Office
9611	317.80	Kennedy Marketing	Supplies - Operating
9613	56.10	Live Message American	R/M -Office
9614	1,731.50	Wade, Long, Wood & Long	Legal Fees
9616	318.89	Met Life Small Business Ctr	Health Insurance
9617	701.45	Miracle Chemical	Chemicals
9618	99.47	Nextel/Sprint	Telephone - Operating
9619	19,142.80	NJ American Water	Water Agreements
9620	40.93	One Call Concepts	R/M - System
9621	2,381.00	<i>voided</i> Pennoni Associates	Engineer Fees
9622	256.89	Pine Hill MUA	Supplies - Office
9623	196.61	Pine Hill Hardware	Supplies - Operating
9624	27.00	Pro Gas Inc	Chemicals
9625	39.53	South Jersey Gas	Utilities - Operating
9626	100.00	Treasurer, New Jersey State	T/E - Operating
9628	109.87	Verizon	R/M - System
9629	49.99	James Wakeley	T/E - Operating
9630	45.00	Deborah Warrington	Health Insurance
9630	22.50	Deborah Warrington	Supplies - Office
9631	241.99	WB Mason	Supplies - Office
9632	300.10	Xtel Communications	Telephone - Office
9632	297.81	Xtel Communications	Telephone - Operating

Water Renewal & Replacement

Revenue Resolution #21-084

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC9633	10,759.00	Pennoni Associates	PRM Backup/Capping-Engin
MC9633	1,936.00	Pennoni Associates	Maint Garage Roof Rep-Engin
MC9633	4,159.42	Pennoni Associates	Erial RdWatermain Rehab-Eng

Mrs. Burke made a motion to approve payment of water bills, seconded by Mr. Green.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nays: None

Sewer Operating

Revenue Resolution #21-085

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC9587	192.51	BMEU Clerk, Deptford USPS	Supplies - Office
MC9588	50.00	Treasurer, New Jersey State	T/E - Operating
MC9633	3,877.50	Pennoni Associates Inc	Engineers Fees
9591	2,604.57	Atlantic City Electric	Utilities - Operating

9591	321.28	Atlantic City Electric	Utilities - Office
9592	72.00	Acme Uniforms	Supplies - Operating
9592	11.00	Acme Uniforms	Supplies - Office
9593	10,224.38	Amerihealth Ins Co of NJ	Health Insurance
9594	20.00	Authenticom Services	Supplies - Office
9596	131.60	Casa Payroll Services	Supplies - Office
9597	1,487.16	C & C Computer Design	Supplies - Office
9598	2,365.00	Clementon Sewerage Authority	Transmittal Agreements
9599	149.57	Comcast	Supplies - Office
9600	100.00	Debra Corson	Miscellaneous - Office
9601	153.60	Courier Post	Supplies - Office
9602	225.00	Coverall of Philadelphia	Supplies - Office
9603	44.97	Eds Rental	Supplies - Operating
9607	16.00	Thomas Hassett	Health Insurance
9608	115.98	Matthew Hufner	Supplies - Operating
9608	25.07	Matthew Hufner	Health Insurance
9609	57.30	Independent Alarm	R/M - Office
9609	63.66	Independent Alarm	R/M - Building
9610	67.85	Intercounty Newspaper Grp	Supplies - Office
9611	458.40	Kennedy Marketing Co	Supplies - Operating
9612	11,386.50	Lindenwold Sewer Utility	Transmittal Agreements
9613	56.10	Live Message America Acqua	R/M - Office
9614	1,731.50	Wade, Long, Wood & Long	Legal Fees
9615	36.00	Lethal Pest Solutions	R/M - Office
9616	194.59	Met Life Small Business Ctr	Health Insurance
9618	99.46	Nextel/Sprint	Telephone - Operating
9620	40.93	One Call Concepts	R/M - System
9621	3,877.50	<i>voided</i> Pennoni Associates	Engineer Fees
9622	256.89	Pine Hill MUA	Supplies - Office
9623	196.60	Pine Hill Hardware	Supplies - Operating
9625	39.53	South Jersey Gas	Utilities - Office
9625	37.05	South Jersey Gas	Utilities - Operating
9626	50.00	Treasurer, New Jersey State	T/E - Operating
9627	30.00	Stewart Business Systems	Supplies - Office
9628	206.25	Verizon	R/M - System
9630	30.00	Deborah Warrington	Health Insurance
9630	22.50	Deborah Warrington	Supplies - Office
9631	241.99	WB Mason	Supplies - Office

Mr. Knott made a motion to approve payment of sewer bills, seconded by Mr. Green.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nays: None

Mr. Knott made a motion to adjourn the meeting, seconded by Mr. Odenath.

All were in favor.

Meeting adjourned 8:55 pm.

Respectfully submitted,

Patricia Garvey
Recording Secretary