

WOODSTOWN SEWERAGE AUTHORITY  
May 18, 2021

The regular meeting of the Woodstown Sewerage Authority was held by conference call in accordance with the notice sent to the South Jersey Times and Daily Journal and posted on the Borough website in compliance with the Sunshine Law NJSA 10:4-5 to 10:4-21.

The meeting was called to order by Chairman Quinnette.

The following members were present:

Dave Layton                      John Hathaway                      Jesse Stemberger                      Brett Rowand

Also Present: Cynthia Dalessio, Ralph Gardner, Erik Biermann, Marla Gaglione, Tom Sholders.

**Public Portion**

There being no comment the public portion was closed.

**Minutes**

Minutes of the April 20, 2021 meeting and closed session and the May 3, 2021 special meeting and closed session were approved on a motion by Mr. Layton, seconded by Mr. Stemberger.

**Engineer's Report**

Pierson's costs for Dickinson are being reviewed. A recommendation for the connection fee credit should be available for the next meeting.

Additional information is needed for the Woodstown Greens project.

A payment recommendation for Equix can be made once all information has been received and reviewed.

**Treasurer's Report**

RESOLUTION 2021-18

Transfer resolution was moved by Mr. Layton, seconded by Mr. Stemberger and a unanimous roll call vote.

The cash position and monthly reports were reviewed.

The 2021-2022 budget is scheduled for adoption at the next meeting.

The Treasurer has started working with Jeff Ridgeway on the general ledger accounts.

**Solicitor's Report**

The grease trap letters will be discussed under old business.

**Wastewater Report**

A motion was made by Mr. Stemberger, seconded by Mr. Hathaway approving the replacement of the pump station roof by TRW Construction at a cost not to exceed \$2,500.00.

Installation of bypass piping and shutoff valves by Shafts & Sleeves at a cost not to exceed \$9,867.00 was moved by Mr. Stemberger, seconded by Mr. Hathaway.

**Old Business**

## RESOLUTION 2021-19

Hiring Wendy Gallagher as Business Administrator at a rate of \$42,000.00 per year for 28 hours per week.

The grease trap letters were discussed and will have to be reviewed on a case by case basis. This will be assigned to Mrs. Gallagher to review when she begins employment.

**New Business**

Office furniture and a computer are needed for the new Business Administrator. A motion was made by Mr. Hathaway, seconded by Mr. Layton approving up to \$2,500.00 for office furniture and \$1,600.00 for a computer. We are also looking into having an outside firm do payroll since Mrs. Gallagher will be employed directly by the Authority.

A motion to pay the bills with additions was made by Mr. Hathaway, seconded by Mr. Stemberger.

There being no further business the meeting was adjourned at 7:42 pm.

Cynthia Dalessio  
Secretary/Treasurer