EDGEWATER PARK SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
August 13, 2025

The regular meeting of the Edgewater Park Sewerage Authority was called to order by Chairwoman Mrs. Judith Hall at 7:00pm at the Edgewater Park Sewerage Authority.

The following statement in compliance with OPMA was read:
Public Notice of this meeting pursuant to the open meetings act has been given by the Edgewater Park Sewerage Authority in the following manner:

1. **By emailing written notice to the Clerk of Edgewater Park Township on February 20, 2025.**
2. **By emailing written notice to the Burlington County Times and Courier Post on February 20, 2025.**
3. **By posting written notice on the official bulletin board at the Edgewater Park Sewerage Authority on February 20, 2025.**

Roll Call revealed the following Board members were present: Mr. John Alexander, Mr. Phillip Aaronson, Mrs. Judith Hall, and Mr. Cedric Minter.
Mr. Allen was present via phone.

Also present were, Mr. Brent Lee (Auditor), Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mr. Mark Lavenberg (Licensed Operator), Mrs. Michelle Atzert (Administrator / Treasurer), and Committeewoman Juanita Scott (Edgewater Park Township Liaison).

2024 AUDIT
Mr. Brent Lee Presents 2024 Audit
MOTION was made by Mr. Aaronson and 2nd by Mr. Minter to accept the audit as it was presented by Mr. Lee.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Lee expressed that there were delays in the Audit due to the problems that occurred in the Edmunds software. There were things missing and he had to figure it out. Even after Mr. Lee and Mrs. Atzert met with Jody from Edmunds, things still weren't right.

Mrs. Hall would like to know what the additional charges are for the Audit work due to the software issues. Mr. Lee said that it took him an additional 3 days at $230 an hour. Mr. Grace will negotiate with Edmunds to cover the additional cost to the Authority.
Mr. Aaronson asked if Mr. Lee has run into these problems with other government entities. Mr. Lee said that usually the conversion runs parallel and that didn't happen with the Authority, that they just missed it.

MOTION was made by Mr. Minter and 2nd by Mr. Alexander to accept the July 9, 2025 Meeting Minutes.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Operator's Report received.
MOTION was made by Mr. Alexander and 2nd by Mr. Allen to accept the Operator's Report.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Solicitor's Report received.
MOTION was made by Mr. Aaronson and 2nd by Mr. Allen to accept the Solicitor's Report.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

RESOLUTION 2025-30 2024 Audit
MOTION was made by Mr. Alexander and 2nd by Mr. Minter to approve the 2024 Audit.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Engineer's Report received.
MOTION was made by Mr. Alexander and 2nd by Mr. Minter to accept the Engineer's Report.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Ms. Harris recommended including the Woodland Road work to be included in the budget for 2026 and the GPS system.

The maintenance contracts need to go out to bid soon, they need to be awarded November 30, 2025. Ms. Harris wants to know how the Authority wants to structure the maintenance contract for next year. Does the Authority want to keep it as it is or combine some?
Ms. Hall thinks whatever Ms. Harris and Mr. Lavenberge think is best for the Authority is fine.

RESOLUTION 2025-31 Pump Station #2 Upgrades
MOTION was made by Mr. Aaronson and 2nd by Mr. Minter to award Pump Station #2 upgrades to C. Stevenson & Sons Inc. in the amount not to exceed $630,428.00.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

RESOLUTION 2025-32 Pump Station #3 Upgrades
MOTION was made by Mr. Alexander and 2nd by Mr. Allen to award Pump Station #3 upgrades to DeMaio Electrical Company, Inc. in the amount not to exceed $1,169,800.00.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Old Business:

Mrs. Harris is working with Doug Hoover on the water meters at Hoover Plaza.

New Business:
Correspondences:

Meeting open to the Public:
Meeting closed to the public:

MOTION was made by Mr. Minter and 2nd by Mr. Alexander to accept the Financial Statement.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

MOTION was made by Mr. Alexander and 2nd by Mr. Minter to accept the EPSA's Bills and Vouchers.
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

MOTION was made by Mr. Aaronson and 2nd by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the August 13, 2025 at 7:58pm.

Respectfully submitted by,

Michelle Atzert
Administrator / Treasurer