

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

December 11, 2024

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, 2024.**
- 2. By emailing written notice to the Burlington County Times and Courier Post on February 20, 2024.**
- 3. By posting written notice on the official bulletin board at the Edgewater Park Sewerage Authority on February 20, 2024.**

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

Also present were, Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mrs. Michelle Atzert (Administrator / Treasurer), Mrs. Maria VanNocker (Accounts Receivable / Secretary), Mr. Mark Lavenberg (Clearwater Environmental), Mayor Juanita Scott and Committeeman Jeff Daloisio.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Alexander to accept the November 13, 2024 Meeting Minutes.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Resolution 2025-1 Sewer Rate Increase**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Sewer Rate Increase effective December 1, 2024. Residential rates will increase to \$160.00 per quarter, \$640.00 for the year. Commercial Billing will increase to \$215.00 per quarter and \$5.00 per thousand over 12,000 gallons. Senior discount will increase to \$10.00 per quarter.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the November 13, 2024 Executive Session Minutes.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Operator's Report** received.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Aaronson to accept the Operator's Report.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Solicitor's Report** received.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the Solicitor's Report. Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Alexander asked about the cemetery update for Jasmine Properties. Ms. Harris said that she would give the update in her report.

Mrs. Hall mentioned that Yakup Koksaldi came in and made an OPRAH Request about the easement. Yakup said that the easement wasn't on his property, but Mrs. Hall confirmed with Ms. Harris that it was. Mrs. Hall said that in January we will bring up the recommendations that the Engineer has made in regards to that property.

Mr. Alexander wanted to know if our easement was violated, and if there was any danger of damage to the sewer main.

Mr. Aaronson said no action will be taken tonight, that it will be done in January.

**Engineer's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Engineer's Report.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

#### **Resolution 2025-2 Award Shafts & Sleeves Company Inc. the Sewer Pump Station Maintenance Contract.**

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mrs. Hall to award the Sewer Pump Station Maintenance Contract to Shafts & Sleeves Company Inc. in the amount of \$83,500.00 from January 1, 2025 – November 30, 2025.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

#### **Old Business:**

Reviewed letter to go into the residential billing for the sewer rate increase and what not to put down the drains or flush.

#### **New Business:**

Advertisements for RFQ'S / RFP's were published in the Courier Post and the Burlington County Times December 10<sup>th</sup> and 11<sup>th</sup>. They are due back January 7, 2025 by 12pm and two Board Members are needed to open them.

Mr. Aaronson and Mr. Alexander volunteered to open the packets at 12:30pm on 1/7/25. Mr. Minter said that he will be available if one of them can't make it.

#### **Correspondences:**

**Meeting open to the Public.**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Financial Statement.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the revised EPSA's Bills and Vouchers.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.

Chairwoman Mrs. Hall thanked all the professionals and staff and wished them all a Merry Christmas and Happy New Year.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Aaronson and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the December 11, 2024 meeting at 7:34pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker  
Secretary

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

January 8, 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, 2024.**
2. **By emailing written notice to the Burlington County Times and Courier Post on February 20, 2024.**
3. **By posting written notice on the official bulletin board at the Edgewater Park Sewerage Authority on February 20, 2024.**

Oath of Office to newly Appointed Official was given to Mr. William Allen Jr.

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

Also present were, Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mrs. Michelle Atzert (Administrator / Treasurer), Mrs. Maria VanNocker (Accounts Receivable / Secretary), Mr. Mark Lavenberg (Clearwater Environmental), Committee Woman Juanita Scott and Mayor Jeff Daloisio.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the December 11, 2024 Meeting Minutes.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, and Mr. Minter voted yes on roll call.  
Mr. Allen Abstained.

**Operator's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Operator's Report.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Minter, and Mr. Allen voted yes on roll call.

**Solicitor's Report** received.

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

**Engineer's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Engineer's Report.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Minter, and Mr. Allen voted yes on roll call.

Mr. Aaronson asked Ms. Harris about the Road Program. Ms. Harris said that she would confirm with Ryan what the Road Program would be for this year. She said that we have been putting off the repairs at Woodlane Road for a long time, and that she would be recommending that those repairs be put in for 2025. She will have to see what roads are in the 2025 programs to see what needs to be TV'd and repaired.

**Old Business:**

**New Business:**

**Correspondences:**

**Meeting open to the Public.**

**Meeting closed to the public:**

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Alexander to accept the Financial Statement.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Minter, and Mr. Allen voted yes on roll call.

Mrs. Atzert is working with Edmunds so the financial report will be on hold until the next meeting.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the EPSA's Bills and Vouchers.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Minter, and Mr. Allen voted yes on roll call.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to go into Executive Session at 7:31pm to discuss legal matters.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to leave Executive Session at 7:48pm.

**MOTION was made by** Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to have Ms. Harris to do the project that was discussed in Executive Session, which is to check the manhole and video the main that runs through the easement on Jasmine Properties.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Minter, and Mr. Allen voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the January 8, 2025 meeting at 7:50pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker  
Secretary

# **EXECUTIVE SESSION MINUTES 1/8/25**

## **EDGEWATER PARK SEWERAGE AUTHORITY**

**1123 Cooper Street Edgewater Park, NJ 08010**

Board members in attendance were Chairwoman- Judith Hall, Vice-Chairman-Philp Aaronson, John Alexander, Cedric Minter, Charles Ryder as well as Engineer, Jennifer P. Harris and Solicitor, James K. Grace

- Motion to go into executive session was properly moved and seconded, with unanimous agreement, to discuss legal and personnel matters.
- The Board had extensive discussion of the issues related to 802 Bridgeboro Road and the unauthorized work conducted there as well as its impact on the Edgewater Park Sewerage Authority.
- The Board plans to authorized the Engineer to further investigate the matter and take appropriate action.
- The Board completed its discussion with a polling of opinions of all members.
- Motion to exit executive session and return to regular session was properly moved and seconded with unanimous agreement.

**EDGEWATER PARK SEWERAGE AUTHORITY**  
**REORGANIZATION MEETING MINUTES**  
**February 19, 2025**

The Reorganization Meeting of The Edgewater Park Sewerage Authority was called to order by Mrs. Maria VanNocker Secretary / Accounts Receivable at 6:30pm at The Edgewater Park Sewerage Authority, 1123 Cooper Street, Edgewater Park, NJ 08010.

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 posting written notice on the Official Bulletin Board at the Township Municipal Building on February 20, 2024.**
2. **By e-mailing written notice to the Burlington County Times and the Courier Post on February 20, 2024.**
3. **By emailing written notice with the Clerk of the Township of Edgewater Park on February 20, 2024.**

**OATH OF OFFICE**

**SWEARING IN OF MRS. JUDITH HALL FOR THE APPOINTMENT TO THE SEWER AUTHORITY**

**FOR A FIVE YEAR TERM:** With the Oath administered by Mr. James Grace. The original affidavit is on file at the Authority.

Roll call revealed the following Authority board members present: Mr. Phillip Aaronson, Mr. John Alexander, Mrs. Judith Hall, and Mr. William Allen Jr.

Mr. Cedric Minter was present at 6:34pm.

Also present were: Mr. Mark Lavenberg (Clearwater Environmental), Mr. James Grace (Malamut & Associates LLC), Ms. Jennifer Harris (ERI), Mr. Bill Kirchner (ERI), Mr. Brent Lee (Auditor), Mrs. Maria VanNocker (EPSA Secretary), Mrs. Michelle Atzert (Administrator/Treasurer), and Committeewoman Juanita Scott.

**APPOINTMENT OF A CHAIRPERSON FOR THE YEAR 2025:**

Nominations- Mrs. Judy Hall was nominated by Mr. Aaronson  
Mr. Aaronson made the motion and 2<sup>nd</sup> by Mr. Allen.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion to appoint Mrs. Hall as Chairwoman was approved.

**CHAIRPERSON OPENS NOMINATIONS FOR AN APPOINTMENT FOR VICE-CHAIRPERSON FOR THE YEAR 2025:**

Nominations- Mr. Phillip Aaronson was nominated by Mrs. Hall.  
Mrs. Hall made the motion and 2<sup>nd</sup> by Mr. Allen.  
Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.

Motion to appoint Mr. Aaronson as Vice-Chairman was approved.

**RESOLUTION 2025-3 DESIGNATING DATES OF MEETINGS FOR 2025:**

**BE IT FURTHER RESOLVED**, that the Meeting dates be set for the year and that the Reorganization Meeting be scheduled for February 11, 2026 at 6:30pm.

Motion: Mr. Aaronson made the motion and 2<sup>nd</sup> by Mr. Minter to approve the monthly meeting dates for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion was approved.

**RESOLUTION 2025-4 DESIGNATING THE OFFICIAL NEWSPAPER OF THE AUTHORITY FOR PUBLICATION OF NOTICES WHERE REQUIRED BY LAW:**

Nominations: Burlington County Times and Courier Post were nominated by Mr. Alexander.

Motion: Mr. Alexander made the motion and 2<sup>nd</sup> by Mr. Allen to approve the Burlington County Times and the Courier Post as the Official Newspapers for the Authority.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion was approved.

**RESOLUTION 2025-5 DESIGNATING MAIN DEPOSITORY, IDLE FUNDS, ESCROW ACCOUNTS, and CERTIFICATE OF DEPOSIT FOR THE YEAR 2025:**

**MAIN DEPOSITORY, IDLE FUNDS, ESCROW ACCOUNTS, AND CERTIFICATE OF DEPOSIT:** WSFS

Motion: Mrs. Hall made the motion and 2<sup>nd</sup> by Mr. Minter to designate WSFS Bank as the Main Depository, Idle Funds, Escrow Accounts and Certificate of Deposit for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion was approved.

**RESOLUTION 2025-6 APPOINTMENT OF AUDITOR FOR 2025:**

Nominations- Mr. Aaronson nominated Brent W. Lee & Co, LLC.

Mr. Aaronson made the motion and 2<sup>nd</sup> by Mr. Minter to appoint Brent W. Lee & Co, LLC as Auditor for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion to appoint Brent W. Lee & Co, LLC was approved.

**RESOLUTION 2025-7 APPOINTMENT OF ENGINEER FOR 2025:**

Nominations- Mr. Alexander nominated Environmental Resolution, Inc.

Mr. Alexander made the motion and 2<sup>nd</sup> by Mr. Minter to appoint Environmental Resolutions, Inc. as Engineer for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call.  
Motion to appoint Environmental Resolutions, Inc. was approved.

**RESOLUTIONS 2025-8 APPOINTMENT OF AN INSURANCE BROKER FOR 2025:**

Nominations- Mr. Aaronson nominated Haines & Haines / T.C. Irons as Insurance Broker.

Mr. Aaronson made the motion and 2<sup>nd</sup> by Mrs. Hall to appoint Haines & Haines / T.C. Irons as Insurance Broker for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motion to appoint Haines & Haines / T.C. Irons was approved.

**RESOLUTION 2025-9 APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER FOR 2025:**

Purpose of ensuring all those individuals and corporations who have contracts with the Edgewater Park Sewerage Authority comply with all Equal Opportunity rules and regulations. Nominations- Mr. Alexander nominated Michelle Atzert.

Mr. Alexander made the motion and 2<sup>nd</sup> by Mr. Minter to appoint Mrs. Atzert as Public Agency Compliance Officer for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motion to appoint Mrs. Atzert was approved.

**RESOLUTION 2025-10 GRANTING THE CHAIRPERSON AND VICE CHAIRPERSON THE OF AUTHORITY TO EXECUTE NJDEP AND EPA APPLICATIONS FOR 2025:**

Mr. Alexander made the motion and 2<sup>nd</sup> by Mr. Minter to grant the Chairperson and Vice Chairperson of the Edgewater Park Sewerage Authority, the authority to execute NJDEP and EPA applications for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motions to appoint Chairperson Mrs. Hall and Vice Chairperson Mr. Aaronson to Execute NJDEP and EPA Applications was approved.

**RESOLUTION 2025-11 AUTHORIZING THE AUTHORITY TO PURCHASE UNDER THE STATE CONTRACT FOR 2025:**

Mr. Minter made the motion and 2<sup>nd</sup> by Mr. Allen to authorize the Edgewater Park Sewerage Authority to purchase under the state contract for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motion to authorize Edgewater Park Sewerage Authority to purchase under the state contract was approved.

**RESOLUTION 2025-12 APPOINTMENT OF A BOARD SECRETARY FOR 2025:**

Nominations- Mrs. Hall nominated Mrs. VanNocker as Board Secretary.

Mrs. Hall made the motion and 2<sup>nd</sup> by Mr. Minter to appoint Mrs. VanNocker as Board Secretary for the year 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motion to appoint Mrs. VanNocker as Board Secretary was approved.

**RESOLUTION 2025-13 APPOINTMENT OF A TREASURER FOR 2025:**

Nominations- Mrs. Hall nominated Mrs. Atzert as Treasurer.

Mrs. Hall made the motion and 2<sup>nd</sup> by Mr. Allen to appoint Mrs. Atzert as Treasurer for the year 2054.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, Mr. Minter, and Mr. Allen voted yea on roll call. Motion to appoint Mrs. Atzert as Treasurer was approved.

**MOTION TO ADJOURN FEBURARY 19, 2025 REORGANIZATION MEETING:**

Mr. Alexander made the motion and 2<sup>nd</sup> by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the February 19, 2025 Re-Org Meeting at 6:41pm.

Respectfully submitted by,

*Maria VanNocker*  
Maria VanNocker, Secretary

EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
February 19, 2025

The regular meeting of the Edgewater Park Sewerage Authority was called to order by Chairwoman Mrs. Judith Hall at 6:45pm 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, 2024.**
2. **By emailing written notice to the Burlington County Times and Courier Post on February 20, 2024.**
3. **By posting written notice on the official bulletin board at the Edgewater Park Sewerage Authority on February 20, 2024.**

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

Also present were, Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mrs. Michelle Atzert (Administrator / Treasurer), Mrs. Maria VanNocker (Accounts Receivable / Secretary), Mr. Mark Lavenberg (Clearwater Environmental), and Committeewoman Juanita Scott.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the January 8, 2025 Meeting Minutes.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the January 8, 2025 Executive Session Meeting Minutes.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**Operator's Report** received.

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

Mr. Aaronson asked Mr. Lavenberg if they are going out and doing the same markout multiple times. Mr. Lavenberg said yes. Mrs. Hall asked if there is a way for us to legally get out of not having to go out and do the markout's again, since it's costing the Authority a lot of money. Ms. Harris said that you can't and if you don't go out and do the markout's again, and if any damage is done, then the Authority would be responsible.

Mr. Aaronson asked Mr. Lavenberg if the generators have murphy switches on them to turn them off if they overheat. Mr. Lavenberg isn't familiar with that, but the generators do have an over temp, and that's what shuts them down.

**Solicitor's Report** received.

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

**ORDINANCE 2025-01 First Reading**

**AUTHORIZING AND APPROVING A SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF EDGEWATER PARK AND THE EDGEWATER PARK TOWNSHIP SEWERAGE AUTHORITY WHICH PROVIDES FOR THE CONSTRUCTION OF PUMP STATION IMPROVEMENTS AND OTHER MATTERS RELATING TO THE SEWER SYSTEM; AUTHORIZING THE EXECUTION AND DELIVERY OF SAID SERVICE AGREEMENT; AND PROVIDING FOR OTHER MATTERS RELATING THERETO.**

MOTION was made by Mrs. Hall and 2<sup>nd</sup> by Mr. Aaronson to accept the first reading of Ordinance 2025-1.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-14**

**RESOLUTION OF THE EDGEWATER PARK SEWERAGE AUTHORITY TO AUTHORIZE THE ENGINEER TO INVESTIGATE THE WORK AT 802 BRIDGEBORO ROAD AND TAKE APPROPRIATE ACTION.**

MOTION was made by Mrs. Hall and 2<sup>nd</sup> by Mr. Allen to accept Resolution 2025-14. Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**Engineer's Report** received.

MOTION was made by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Engineer's Report.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

Ms. Harris mentioned that she only heard back from the residents on Marshall St. that she sent letters out to about the potential of connecting to the sewer main. Three of the residents were interested in connecting, three said no and one was undecided. Mr. Alexander asked if this is something that the Authority had real interest in. Mrs. Hall said no, we're just being responsive. Ms. Harris said that she would reach out to the residents to let them know that the Authority didn't get enough interest to move forward with the expansion of the sewer mains.

**RESOLUTION 2025-15**

**EDGEWATER PARK SEWERAGE AUTHORITY RESOLUTION APPROVING PLANNING AND DESIGN OF THE PUMP STATION #2 UPGRADES FOR AN AMOUNT NOT TO EXCEED SEVENTY-SEVEN THOUSAND DOLLARS (\$77,000.00).**

MOTION was made by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept Resolution 2025-15. Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-16**

**EDGEWATER PARK SEWERAGE AUTHORITY RESOLUTION APPROVING CONSTRUCTION OF  
THE PUMP STATION #2 UPGRADES**

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to accept Resolution 2025-16.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-17**

**EDGEWATER PARK SEWERAGE AUTHORITY RESOLUTION APPROVING PLANNING AND  
DESIGN OF THE PUMP STATION #3 UPGRADES FOR AN AMOUNT NOT TO EXCEED ONE  
HUNDRED THOUSAND DOLLARS (\$100,000.00).**

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mrs. Hall to accept Resolution 2025-17.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-18**

**EDGEWATER PARK SEWERAGE AUTHORITY RESOLUTION APPROVING CONSTRUCTION OF  
THE PUMP STATION #3 UPGRADES**

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to accept Resolution 2025-18.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-19**

**EDGEWATER PARK SEWERAGE AUTHORITY RESOLUTION APPROVING T.V. WORK ON  
YORK STREET.**

**MOTION was made** by Mrs. Hall and 2<sup>nd</sup> by Mr. Alexander to accept Resolution 2025-19.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**Old Business:**

**New Business:**

**Correspondences:**

**Meeting open to the Public.**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Financial Statement.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the EPSA's Bills and Vouchers.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to go into Executive Session at 7:32pm to discuss legal matters.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Aaronson to leave Executive Session at 7:47pm.

**RESOLUTION 2025-20**

**RESOLUTION TO REJECT BIDS RECEIVED FOR LICENSED OPERATOR POSITION AND THE SOLICITOR DUE TO THE NEED TO AMEND AND UPDATE THE SCOPE OF WORK.**

**MOTION was made by** Mrs. Hall and 2<sup>nd</sup> by Mr. Allen to accept Resolution 2025-20.

Mr. Alexander, Mr. Aaronson, Mrs. Hall, Mr. Allen, and Mr. Minter voted yes on roll call.

Mr. Alexander and Mr. Minter will be in on March 27, 2025 at 12pm to open the RFP/RFQ'S.

Mr. Aaronson said that he may not be at the next meeting due to a knee replacement.

**MOTION was made by** Mr. Alexander and 2<sup>nd</sup> by Mr. Minter and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the February 19, 2025 meeting at 7:49pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker

Secretary

# **EXECUTIVE SESSION MINUTES 2/19/25**

## **EDGEWATER PARK SEWERAGE AUTHORITY**

**1123 Cooper Street Edgewater Park, NJ 08010**

Board members in attendance were Chairwoman- Judith Hall, Vice-Chairman-Philp Aaronson, John Alexander, Cedric Minter, William Allen, Jr. as well as Solicitor, James K. Grace

- Motion to go into executive session was properly moved and seconded, with unanimous agreement, to discuss legal and personnel matters.
- The Board had extensive discussion of the scope of work advertised for the Licensed Operator and Solicitor positions.
- The Board plans to amend the scope of work for both positions and readvertise through a Request for Proposals ("RFP") for each as well as for conflict positions.
- The Board completed its discussion with a polling of opinions of all members.
- Motion to exit executive session and return to regular session was properly moved and seconded with unanimous agreement.

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

March 12, 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. William Allen Jr.

Mr. Cedric Minter was absent

Also present were, Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mrs. Michelle Atzert (Administrator / Treasurer), Mrs. Maria VanNocker (Accounts Receivable / Secretary), Mr. Mark Lavenberg (Clearwater Environmental), and Mr. Kenneth Kauker (EP Vice Chairperson of Planning Board / Resident).

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the February 19, 2025 Re-Org Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Allen to accept the February 19, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the February 19, 2025 Executive Session Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**Operator's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Aaronson to accept the Operator's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

On January 16, 2025 there was a sewer stop at Hoover Plaza. GE mechanical was called out to clear the blockage. After some investigating, and confirmed with Ms. Harris, the line that

was cleared is part of Hoover Plaza's property and not the Authority's main. Mrs. Hall asked if we paid to have the work done. She asked that Mrs. Atzert bill Hoover Plaza for the work that was done. Mr. Lavenberg said that he would contact Hoover Plaza to let them know.

Mr. Lavenberg said that he will not be in attendance of the next meeting, but he would like to call into the meeting. The Board said it would be fine for him to call in.

**Solicitor's Report received.**

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Allen to accept the Solicitor's Report. Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**ORDINANCE 2025-01 2<sup>nd</sup> Reading**

**AUTHORIZING AND APPROVING A SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF EDGEWATER PARK AND THE EDGEWATER PARK TOWNSHIP SEWERAGE AUTHORITY WHICH PROVIDES FOR THE CONSTRUCTION OF PUMP STATION IMPROVEMENTS AND OTHER MATTERS RELATING TO THE SEWER SYSTEM; AUTHORIZING THE EXECUTION AND DELIVERY OF SAID SERVICE AGREEMENT; AND PROVIDING FOR OTHER MATTERS RELATING THERETO.**

**MOTION was made** by Mrs. Hall and 2<sup>nd</sup> by Mr. Allen to accept the 2<sup>nd</sup> reading of Ordinance 2025-1.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**Engineer's Report received.**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Engineer's Report. Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

Ms. Harris sent easement agreement for Senior Apartments to Mr. Grace.

Ms. Harris will let the Senior Apartment representatives know that they will be heard, but their approval will be based on the contingency that they have proof that they have paid their connection fees to WMUA.

**Old Business:**

Township of Edgewater Park Ordinance NO. 2025-03

**New Business:**

Office Staff Evaluations

Mr. Aaronson agreed to do the office staff evaluations, with Mr. Alexander as a back-up.

**Correspondences:**

Edgewater Park Sewerage Authority Phone an E-mail Directory

Willingboro Municipal Utilities Authority 2025 annual Schedule of Meetings.

**Meeting open to the Public.**

Mr. Kauker asked the Board on how the Authority calculates the sewer rate. Mrs. VanNocker explained to him that the Authority has to pay WMUA, as well as maintain the Edgewater Park's aging infrastructure.

There was an extensive conversation between the Board, Professionals, and Mr. Kauker.

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to close open to public.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Financial Statement.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to accept the EPSA's Bills and Vouchers.

Mr. Aaronson, Mr. Alexander, Mr. Allen, and Mrs. Hall voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the March 12, 2025 meeting at 7:57pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker  
Secretary

EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
April 9, 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, Mrs. Judith Hall, Mr. Cedric Minter, and Mr. William Allen Jr.  
Mr. Phillip Aaronson was present via speaker phone.

Also present were, Mr. Jim Grace (Solicitor), Mr. Ryan McCarthy (Engineer, ERI), Mrs. Michelle Atzert (Administrator / Treasurer), Mrs. Maria VanNocker (Accounts Receivable / Secretary), Committeewoman Juanita Scott (Edgewater Park Township Liaison) Mr. Ed Speitel (The Walters Group), and Mr. Jay Sciullo (Sciullo Engineering Services LLC).  
Mr. Mark Lavenberg was present via speaker phone.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the March 14, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Sciullo did a presentation of the sanitary sewer for the Edgewater Park Senior Apartments LLC.

Mr. Speitel wanted to put on record that they didn't need a TWA approval because there isn't enough flow generated from the development. That they are exempt from it.

Mr. Alexander asked about the flow and how many units. Mr. Sciullo said that there are 58 one bedroom units that don't require much flow.

Mr. Minter asked what pump station does the Senior Apartments flow to. Mrs. Hall said that it will go to the Court Yards which is a private pump station.

Mr. Grace said that the adoption of the sewer easement should be done at the next Authority's meeting.

**Operator's Report** received.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> 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. Minter and 2<sup>nd</sup> 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.

**Engineer's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> 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.

**RESOLUTION 2025-21 to award the TV work at York Rd to Root 24.**

**MOTION was made** by Mrs. Hall and 2<sup>nd</sup> by Mr. Alexander to issue a Purchase Order to Root 24 Inc. for the TV work at York Road not to exceed \$6,575.00.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Old Business:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to approve Mr. Aaronson's recommendation for the office staff pay increase, based on their performance appraisals, of \$1.00 per hour, effective April 1, 2025.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**New Business:**

Financial Disclosure Forms are due April 30, 2025.

**Correspondences:**

Edgewater Park Sewerage Authority Phone and E-mail Directory.

Willingboro Municipal Utilities Authority 2025 annual Schedule of Meetings.

**Meeting open to the Public.**

**Meeting closed to the public:**

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

Mrs. Atzert said that Brent was still waiting to get a report from the state for the pension, so 2024 is not fully closed out yet. Mr. Brent Lee should be at the next meeting to present the 2024 Audit.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> 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.

Entered Executive Session 7:26pm

Exited Executive Session 7:34pm

**RESOLUTION 2025-22 APPOINTMENT OF CLEARWATER ENVIRONMENTAL AS OPERATOR.**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to appoint Clearwater Environmental as Operator for the Edgewater Park Sewerage Authority effective April 9, 2025 for the year 2025.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-23 APPOINTMENT OF MALAMUT AND ASSOCIATES AS SOLICITOR.**

**MOTION was made** by Minter and 2<sup>nd</sup> by Mr. Allen to appoint Malamut and Associates as Solicitor for the Edgewater Park Sewerage Authority effective April 9, 2025 for the year 2025.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-24 APPOINTMENT OF MARMERO LAW LLC AS CONFLICT SOLICITOR.**

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Allen to appoint Marmero Law LLC as Conflict Solicitor for the Edgewater Park Sewerage Authority effective April 9, 2025 for the year 2025.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Aaronson voted yes on roll call.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Allen and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the April 9, 2025 meeting at 7:36pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker  
Secretary

# **EXECUTIVE SESSION MINUTES 4/9/25**

## **EDGEWATER PARK SEWERAGE AUTHORITY**

**1123 Cooper Street Edgewater Park, NJ 08010**

Board members in attendance were Chairwoman- Judith Hall, Vice-Chairman-Philp Aaronson, John Alexander, Cedric Minter, William Allen, Jr. as well as Engineer, Jennifer P. Harris and Solicitor, James K. Grace

- Motion to go into executive session was properly moved and seconded, with unanimous agreement, to discuss legal and personnel matters.
- The Board had extensive discussion of issues related to personnel and legal matters as well as the impact on the Edgewater Park Sewerage Authority.
- The Board plans to make decisions regarding legal and personnel matters and take appropriate action.
- The Board completed its discussion with a polling of opinions of all members.
- Motion to exit executive session and return to regular session was properly moved and seconded with unanimous agreement.

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

May 14, 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, Mr. Cedric Minter, and Mr. William Allen Jr.

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

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Allen to accept the April 9, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Allen to accept the April 9, 2025 Executive Session Meeting Minutes.

Ms. Harris wanted to put on record that she wasn't present for the Executive Session Meeting.

**Operator's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Operator's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Ms. Harris recommend doing a full scale upgrade of the sewer maps and GPS locate all the manholes. Mr. Lavenberg said that the map needs to be upgraded with all the easement's and developments. Ms. Harris said that she could get a price from their surveyor on what it would cost to do it.

**Solicitor's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Aaronson to accept the Solicitor's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Talaria Cannabis at 950 Mt. Holly Road will be tabled for next meeting.

On May 15, 2025 the Board was pulled via email and agreed unanimously to approve the application for Talaria Cannabis. A copy of Resolution 2025-25 will be sent to them.

**Engineer's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> 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.

**Old Business:**

**New Business:**

Memorial Day Parade Advertisement

The Board voted via email and agreed unanimously to approve an \$80 pledge for the Memorial Day Parade advertisement.

**Correspondences:**

**Meeting open to the Public.**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen 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. Aaronson and 2<sup>nd</sup> 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.

Mr. Aaronson said that he was contacted by Paula to see if any of the Authority Members would like to be in the Memorial Day Parade.

Mrs. Atzert reminded the Board that the next Board Meeting is going to be June 18, 2025.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the May 14, 2025 meeting at 7:32pm.

Respectfully submitted by,

Maria VanNocker

Maria VanNocker  
Secretary

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

June 18, 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 April 23, 2025.**
2. **By emailing written notice to the Burlington County Times and Courier Post on April 23, 2025.**
3. **By posting written notice on the official bulletin board at the Edgewater Park Sewerage Authority on April 23, 2025.**

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

Also present were, 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).

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the May 14, 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. Minter and 2<sup>nd</sup> 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 2<sup>nd</sup> by Mr. Alexander to accept the Solicitor's Report.

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 2<sup>nd</sup> by Mr. Aaronson to accept the Engineer's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Alexander asked Ms. Harris how many manholes does she think the Authority has, and how much has Kings Rd. cost the Authority on finding the manholes? Ms. Harris said that

there are about 600 manholes and Kings Rd. just for the contractor to be out there was about \$21,000.

Mrs. Hall would like Mr. Lee to review a copy of the proposal for the GPS location and updating of the maps for when he does the Budget for next year, and if the Authority is able to do the repairs that need to be done at Woodlane Rd.

Mrs. Hall and the Board Members congratulated Ms. Harris on becoming Partner with ERI.

**RESOLUTION 2025-26 Approve the Easement of Construction of the Edgewater Park Senior Apartments.**

MOTION was made by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to approve the Easement between the Authority and the Senior Apartments.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-27 Approve Paving of 4355 Route 130 S.**

MOTION was made by Mr. Alexander and 2<sup>nd</sup> by Mrs. Hall to approve the paving of 4355 Route 130 S.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-28 Approve to Advertising of the Upgrades to Pump Station 2 & 3.**

MOTION was made by Mrs. Hall and 2<sup>nd</sup> by Mr. Allen to approve the advertising for the upgrades to Pump Station 2 & 3 projects.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Old Business:**

**New Business:**

New Jersey State League of Municipalities Conference is November 18-20, 2025.

**Correspondences:**

**Meeting open to the Public.**

**Meeting closed to the public:**

MOTION was made by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen 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 2<sup>nd</sup> by Mr. Allen to accept the EPSA's Bills and Vouchers.

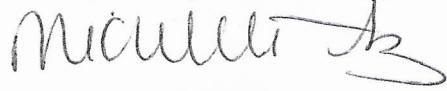
Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

MOTION was made by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to go into Executive Session for legal matters.

MOTION was made by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to exit Executive Session.

MOTION was made by Mr. Alexander and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the June 18, 2025 meeting at 7:32pm.

Respectfully submitted by,



Michelle Atzert  
Administrator / Treasurer

# **EXECUTIVE SESSION MINUTES 6/18/25**

## **EDGEWATER PARK SEWERAGE AUTHORITY**

**1123 Cooper Street Edgewater Park, NJ 08010**

Board members in attendance were Chairwoman- Judith Hall, Vice-Chairman-Philp Aaronson, John Alexander, Cedric Minter, William Allen, Jr. as well as Engineer, Jennifer P. Harris and Solicitor, James K. Grace

- Motion to go into executive session was properly moved and seconded, with unanimous agreement, to discuss legal and personnel matters.
- The Board had extensive discussion of issues related to work done on Block 620 Lot 4 as well as the impact on the Edgewater Park Sewerage Authority.
- The Board plans to take no further action in this matter.
- The Board completed its discussion with a polling of opinions of all members.
- Motion to exit executive session and return to regular session was properly moved and seconded with unanimous agreement.

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

July 9, 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, Mr. Cedric Minter, and Mr. William Allen Jr.

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

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Allen to accept the June 18, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Allen to accept the June 18, 2025 Executive Session 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 2<sup>nd</sup> by Mr. Minter to accept the Operator's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Lavenberg expressed that there has been issues with the alarm systems at Green, Peach and Orchard Park Pump Stations. Green and Peach Pump Stations have Verizon for alarms and they are outdated and now working correctly. Mr. Lavenberg got in touch with the alarm company and will meet up with them to see about having the alarms switched over to cellular.

The roof at Stevenson Pump Station is leaking into the pump station room and the ceiling is falling down. Mr. Lavenberg will take down the sheet rock that is hanging and keep an eye on the roof for now.

**Solicitor's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Solicitor's Report. 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 2<sup>nd</sup> 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 will revisit the numbers for the Woodlane Rd. repairs since the numbers she has are from 2021 and are outdated.

**Old Business:**

**New Business:**

**Hoover Plaza Billing**

Doug Hoover came into the office and would like someone to go out to the facility to match meters with unit and correct what is being billed to them.

Mrs. Hall would like Mr. Grace to send a letter to the Planning Board Solicitor and Engineer to make sure that they make the Authority aware of when changes are happening in town since it may affect the sewer system.

The Board would like Ms. Harris to get in touch with Mr. Hoover and set up a meeting with him. Mr. Minter will assist her with any help she may need.

**Correspondences:**

Mrs. Atzert asked if any of the members are going to the League of Municipalities. Mr. Allen will let her know and Mr. Minter will attend.

**Meeting open to the Public.**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen 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 2<sup>nd</sup> by Mr. Allen to accept the EPSA's Bills and Vouchers except Edmunds Gov Tech, check #2244.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mrs. Atzert said that Mr. Lee has been having a hard time completing the Audit because when Edmunds did the conversion, some of the things weren't right.

Mrs. Hall would like Mrs. Atzert to let Edmunds know that we are not paying the bill and that they will be hearing from our Solicitor to negotiate a credit for all the trouble she's been having.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the July 9, 2025 8:02pm.

Respectfully submitted by,

*Maria VanNocker*

Accounts Receivable / Secretary

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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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

EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
September 10, 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, Mr. William Allen, Mrs. Judith Hall, and Mr. Cedric Minter.

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), Mrs. Maria VanNocker (Accounts Receivable / Secretary) and Committeewoman Juanita Scott (Edgewater Park Township Liaison).

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the August 13, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

**2025/2026 BUDGET**

**Mr. Brent Lee Presents 2025/2026 Budget**

**RESOLUTION 2025-33**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the 2025/2026 Budget as it was presented by Mr. Lee.

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. Allen and 2<sup>nd</sup> by Mr. Minter to accept the Operator's Report.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Aaronson asked if Public Works at the Township have been keeping up with maintenance at the pump stations. Mr. Lavenberg said that they have been doing a great job with the maintenance.

**Solicitor's Report** received.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> 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.

Mr. Grace said that he has an update from the Bond Council and they expect to close on or around September 30, 2025.

Mr. Aaronson asked when the office lease is up. Mrs. Atzert said it was up May 31, 2027.

**Engineer's Report** received.

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> 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.

**Old Business:**

Removal of 9 accounts at Hoover Plaza.

**New Business:**

**Correspondences:**

**Meeting open to the Public:**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Financial Statement.

Mr. Aaronson, Mr. Alexander, Mr. Allen, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mrs. Atzert let the Board know that she is officially a Notary.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> 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 approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the September 10, 2025 meeting at 7:46pm.

Respectfully submitted by,

*Maria VanNocker*

Secretary / Accounts Receivable

EDGEWATER PARK SEWERAGE AUTHORITY

REGULAR MEETING MINUTES

October 8, 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. William Allen was absent

Also present were Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mr. Mark Lavenberg (Licensed Operator), Mrs. Michelle Atzert (Administrator / Treasurer), and Mrs. Maria VanNocker (Accounts Receivable / Secretary).

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the September 10, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

**RESOLUTION 2025-34 2026 ADOPTED BUDGET RESOLUTION**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the 2026 Adopted Budget.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

**Operator's Report** received.

**MOTION was made** by Mr. Minter and 2<sup>nd</sup> by Mr. Aaronson to accept the Operator's Report.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Alexander asked about the \$12,000 on the bills and vouchers. Mrs. Atzert said it was for the pump replacement at Pump Station #6, Delanco.

**Solicitor's Report** received.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter to accept the Solicitor's Report.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Grace said that he has called Edmunds 10 times and hasn't gotten any return calls. He recommends not paying them until it gets resolved.

**Engineer's Report received.**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Engineer's Report.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

Ms. Harris said that the bid opening for the Operation & Maintenance Contract and Jetting & Vactoring Contract opening is on October 15, 2025 at 2:00pm and 2:30pm.

Ms. Harris said that because the work for the Generator Maintenance Contract is less than \$17,500 that she doesn't have to put it out for bid and that she will get quotes for it which are due by 12pm on October 15, 2025.

**Old Business:**

**New Business:** Sewer rate increase.

#### **RESOLUTION 2025-35 SEWER RATE INCREASE**

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Minter approval a Sewer Rate Increase for residents to be \$175.00 per quarter. A \$5.00 increase for the Senior Citizen discount. Commercial Rate structure will be \$215.00 up to 10,000 gallons, \$7.40 per thousand gallons for 10,001 to 26,000 gallons, and \$8.63 per thousand gallons over 26,001. Effective December 11, 2025.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call

On October 9, 2025 the Board was pulled via phone and approved a revision of the Sewer Rate Increase. Residential Billing will be \$170 per quarter. The Senior Citizen discount will be \$15.00 per quarter. The Commercial Billing will be \$215.00 up to 10,000 gallons, \$9.50 per thousand gallons for 10,001 to 26,000, and \$12.50 per thousand gallons over 26,001 gallons effective as of December 11, 2025.

**Correspondences:**

**Meeting open to the Public:**

**Meeting closed to the public:**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Minter to accept the Financial Statement.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

Mr. Alexander asked about the Engineering fees being at 113%. Mrs. Atzert said that some of it will be capitalized when Brent does the Audit.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Aaronson to accept the EPSA's Bills and Vouchers.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Minter voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Aaronson and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the October 8, 2025 meeting at 7:46pm.

Respectfully submitted by,

*Maria VanNocker*  
Secretary / Accounts Receivable

EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
November 12, 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. Will Allen.  
Mr. Cedric Minter was absent

Also present were Mr. Jim Grace (Solicitor), Ms. Jennifer Harris (Engineer, ERI), Mr. Mark Lavenberg (Licensed Operator), Mrs. Maria VanNocker (Accounts Receivable / Secretary) and Committeewoman Juanita Scott.

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander to accept the October 8, 2025 Meeting Minutes.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**Operator's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Operator's Report.  
Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

Mr. Alexander asked Mr. Lavenberg to go into more detail about the alarms at the Pump Stations.

Mr. Aaronson asked about the generator at Roosevelt and the amount of hours its running. Mr. Lavenberg said that the generator has been running. He's been looking into it, but they don't know why. Mr. Aaronson asked if that generator was getting replaced and Mr. Lavenberg said that it was.

**Solicitor's Report** received.

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander to accept the Solicitor's Report.  
Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**Engineer's Report** received.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the Engineer's Report. Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

Ms. Harris recommended that we rebid the Operation and Maintenance Contract to take out the overtime hours and to put in a distance requirement.

Mr. Lavenberg has spoken to Shafts and Sleeves Company Inc. and they will maintain their 2025 pricing until we award a new contract.

**RESOLUTION 2025-36 2026 Generator Preventative Maintenance Contract**

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Alexander to issue a Purchase Order to Industrial Diesel Power Inc. for the Generator Preventative Maintenance Contract for the year 2026, not to exceed \$10,995.00.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**RESOLUTION 2025-37 2026 Jetting & Vactoring Contract**

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander to award Root 24 Inc. the Jetting & Vactoring Contract for the year 2026, not to exceed \$110,247.00.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**RESOLUTION 2025-38 2026 to Rebid the Operation and Maintenance Contract**

**MOTION was made** by Mrs. Hall and 2<sup>nd</sup> by Mr. Allen to rebid the Operation and Maintenance Contract to include the recommendations.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**Old Business:**

**RESOLUTION 2025-39 Kings Road Easement**

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander to authorize the Engineer to get costs to clear the Easement at Kings Road.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

Table getting cost for different alarms systems at Pump Stations.

Table doing a new 5 year plan for the Pump Stations / Asset management / Pump Station upgrades.

**New Business:**

**Correspondences:**

**Meeting open to the Public:**

**Meeting closed to the public:**

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander to accept the Financial Statement.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to accept the EPSA's Bills and Vouchers.

Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Alexander and approved by a voice vote of the Edgewater Park Sewerage Authority to adjourn the November 12, 2025 meeting at 7:37pm.

Respectfully submitted by,

*Maria VanNocker*

Secretary / Accounts Receivable