

EDGEWATER PARK SEWERAGE AUTHORITY  
REGULAR MEETING MINUTES  
December 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, Mrs. Judith Hall, Mr. Cedric Minter, and Mr. Will Allen.

Also present were Mr. Brian Turner (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.

**MOTION was made** by Mr. Aaronson and 2<sup>nd</sup> by Mr. Allen to accept the November 12, 2025 Meeting Minutes.

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 Public Hearing Transcript of Proceedings for Sewer Rate Increase.

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

**RESOLUTION 2026-1 Sewer Rate Increase 2<sup>nd</sup> Reading.**

Meeting Open to the Public

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to open meeting to the public  
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. Aaronson to close meeting to public.

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. Lavenberg will get estimates for putting a fence around the Orchard Park Pump Station.

**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. Aaronson 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 get estimates for the Kings Road Easement Clearing.

**RESOLUTION 2026-2 Woodlane Road Lining Project**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to allow Ms. Harris to begin the engineering and design construction and bid process for the Woodlane Road Lining Project.  
Mr. Aaronson, Mr. Alexander, Mrs. Hall, and Mr. Allen voted yes on roll call.

**RESOLUTION 2026-3 GPSing of Sewer System**

**MOTION was made** by Mr. Alexander and 2<sup>nd</sup> by Mr. Allen to authorize the GPSing of the Sanitary Sewer System.

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

**Old Business:**

Table getting cost for different alarms systems at Pump Stations (Contract through August 2028).

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

**New Business:**

The November Board Meeting fall on Veteran's Day and will now be November 4, 2026.

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 13, 2026 and two Board Members are needed to open them.

Mr. Allen and Mr. Minter will open the bids on January 13, 2026 at 12:30pm.

**Correspondences:**

**Meeting open to the Public:**

**Meeting closed to the public:**

**MOTION was made** by Mr. Allen and 2<sup>nd</sup> by Mr. Minter 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 the Audit will be the first week in January.

Mrs. Hall asked if Edmunds has made any contact with Michelle, and explained to Mr. Turner that they withheld funds to them due to problems for when they set up the program. Mrs. Atzert said that Edmunds cashed the check with the half payment and that they have not reached out. Mr. Turner said that he would like to of seen the contract or to have Jim take a look at the contract because there could be a liquidated damage clause, although it is unlikely to have one in a tech contract.

**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.

Chairwoman Mrs. Hall thanked the staff and professional's and wished everyone a Happy Holiday Season and a Happy New Year.

**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 December 10, 2025 meeting at 7:31pm.

Respectfully submitted by,

*Maria VanNocker*

Secretary / Accounts Receivable