

Mount Holly Municipal Utilities Authority Regular Meeting Minutes for May 10, 2018

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday May 10, 2018; at 6:00 P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Robert Silcox, Commissioner
Mr. Christopher Banks, Commissioner
Ms. Gina LaPlaca, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Tom Coleman, Raymond Coleman Heinold, LLP
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer
Ms. M. Lou Garty, Esq The Garty Law Firm
Mr. Brent Lee, Auditor
Mr. Brian Morris, Phoenix Advisors
Mr. Anthony Stagliano, Safety Director & Special Projects
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Mrs. Brandy C. Boyington, Board Secretary
Ms. Kristina D'Aiutolo, Assistant Board Secretary

ABSENT: Mr. Jason Jones, Commissioner
Mr. Joel Hervey, Operations Superintendent
Mr. Armando Riccio, Labor/Employment Counsel

Verification of Notice

Executive Director Maybury verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on February 21, 2018 and the Courier Post on February 21, 2018. On Monday May 7, 2018 advanced written notice of this meeting was posted on the Administrative Bulletin Board at the Mt. Holly Township Building and advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

Pledge of Allegiance

Public Comments on Action Items None

Approval of Minutes

Commissioner Silcox moved for the approval of Regular Meeting Minutes of April 12, 2018. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Commissioner Jones

New Business

Resolution 2018-53 a resolution of the Mt. Holly Municipal Utilities Authority approving the S-1 application for Our Lady Queen of Peace Church, Hainesport NJ.

Executive Director Maybury discussed the sewer application for a new church at the intersection of Marne Highway and Lumberton Road in Hainesport. The new church is planned for construction directly across Marne Highway from the existing church and there no anticipated start date at this time. Commissioner Silcox moved for approval of resolution 2018-53. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Commissioner Jones

Resolution 2018-54 a resolution of the Mt. Holly Municipal Utilities Authority approving the S-2 application for the Lumberton Township Public Safety Building.

Executive Director Maybury explained this application is for the new Fire/EMS Public Safety Building in Lumberton Township. This resolution authorizes the sewer agreement between the Authority and Lumberton Township. Commissioner Silcox moved for approval of resolution 2018-54. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Commissioner Jones

Resolution 2018-55 a resolution of the Mt. Holly Municipal Utilities Authority approving a waiver for floor drain connections within Lumberton Township Public Building.

Executive Director Maybury stated this resolution is directly related to the previous resolution approval and would allow floor drains in the new Public Safety Building if approved. Floor drains are prohibited under the Authority’s rules and regulations. The staff of the Authority has worked with Lumberton’s Engineer on a plan with specific requirements that would ensure the floor drains are properly utilized and appropriate to allow. The floor drain will connect directly into the sanitary sewer system. Commissioner Silcox moved for approval of resolution 2018-55. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

- Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca
- Nays:
- Abstain:
- Absent: Commissioner Jones

Resolution 2018-56 a resolution of the Mt. Holly Municipal Utilities Authority approving the supplemental bond.

Executive Director Maybury explained that the restructuring of the bond series could produce significant savings for the Authority over the span of approximately nineteen years. Commissioner Silcox moved for approval of resolution 2018-56. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

- Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca
- Nays:
- Abstain:
- Absent: Commissioner Jones

Resolution 2018-57 a resolution of the Mt. Holly Municipal Utilities Authority approving the award of contract 2017-17 turbo blower replacement at Maple Avenue.

Executive Director Maybury recommended tabling resolution 2018-57 at this time due to discrepancies with the higher than anticipated bid amounts. Two different contractors responded to the bid opening held on May 3, 2018, and both contractors inserted higher equipment costs than estimated by the manufacturer. Alaimo Associates and Executive Director Maybury will gather more information on the bid packages and will have options to choose from at the June 14, 2018 meeting. An emergency rental blower could be needed if the Authority experiences another failure before the failed turbo blower is replaced. Commissioner Silcox moved to table resolution 2018-57. Commissioner Banks seconded the motion. At the call of the roll the vote was:

- Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca
- Nays:
- Abstain:
- Absent: Commissioner Jones

Resolution 2018-58 a resolution of the Mt. Holly Municipal Utilities Authority approving the 2017 Audit and corrective active plan.

Auditor Brent Lee praised the Authority for the successful audit. Commissioner Silcox and Chairman Thiessen also complimented Mr. Dehoff and the Authority staff involved for their great work leading to the successful audit. Commissioner Silcox moved for approval of resolution 2018-53. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

- Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca
- Nays:
- Abstain:
- Absent: Commissioner Jones

CONSENT AGENDA:

“All items listed with an asterisk (*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence.”

- *Resolution 2018-31 A resolution approving the operating expenses for the month of April 2018.
- *Resolution 2018-32 A resolution approving the sewer refunds for the month of April 2018.
- *Resolution 2018-33 A resolution approving the expenditures for the month of April 2018 from the escrow fund.
- *Resolution 2018-34 A resolution approving the expenditures for the month of April 2018 from the improvement replacement fund.

Commissioner Silcox moved for the approval of the consent agenda. Commissioner Banks seconded the motion. At the call of the roll, the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Banks, Commissioner LaPlaca
Nays:
Abstain:
Absent: Commissioner Jones

Communications – Executive Director Maybury explained there are instructions for recommended online training placed in front of each commissioner. The training is part of the MEL (Municipal Excess Liability Joint Insurance Fund) incentive for elected officials and commissioners. A credit of \$250 will be applied to the Authority for each board member that completes the training. The deadline is July 31, 2018.

Matters to be presented by the Public None

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury stated Booth Mechanical did a remarkable job completing the Monmouth Road sewer replacement project. On Tuesday May 8th at the 2018 Water Environment Association Conference in Atlantic City, two of Authority’s employees, David Reich and Adam Holba presented a discussion on how the Authority has successfully converted to PAA for disinfection in lieu of sodium hypochlorite. The Authority will conduct its annual rate hearing at the June 14th meeting and there will not be an increase in any of the connection fees this year. The Authority’s website has been redesigned in house by Mrs. Boyington and it is more user friendly for the Authority and its customers. Redesigning the website also allows making changes by Authority Staff much easier and it is more cost effective overall.

Report of the Engineer The Report of the Engineer was received. Nothing to add.

Report of the Operations Superintendent The Report of the Operations Superintendent was received. Nothing to add

Report of the Safety Director and Special Projects The Report of the Safety Director and Special Projects was received. Nothing to add.

Report of the Solicitor The Report of the Solicitor was received. Nothing to add.

Report of the Finance Administrator/Board Treasurer The Report of the Finance Administrator/Board Treasurer was received. Nothing to add.

Other New Business None

Matters to be presented by Commissioners None

Executive Session- None

Adjournment
Commissioner Silcox moved for adjournment. Commissioner Banks seconded the motion. Chairman Thiessen adjourned the meeting at 6:21 P.M.

Respectfully submitted,

Brandy C. Boyington, Secretary