

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
October 10, 2013**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, October 10, 2013; at 6:00 PM. Chairman Edwards called the meeting to order with the following roll call:

PRESENT: Mr. Jason Carty, Commissioner
Ms. Jacquelyn Perinchief, Commissioner
Mr. Robert Silcox, Commissioner
Mr. Jules Thiessen, Vice Chairman
Mr. John Edwards, Chairman

ALSO Joseph V. Rizzuto, Executive Director
PRESENT: Stephen J. Mushinski, Esq., Parker McCay, Solicitor
Albert K. Marmero, Esq., Long Marmero & Associates, LLP, Special Counsel
Keith Weisman, R.A. Alaimo Associates, Engineer
Joel Hervey, Deputy Director of Plant Operations
Tracey Giordano, Deputy Director of Finance Administration/Treasurer
Anthony Stagliano, Deputy Director for Regulatory Affairs & Purchasing Agent
Robert Maybury, Operations Manager
Debra E. Fortner, Secretary

VERIFICATION OF NOTICE

Executive Director Rizzuto 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 March 3, 2013, November 26, 2013, January 13, 2014, January 23, 2014, and February 21, 2014, and the Courier Post on March 2, 2013, November 26, 2013, January 13, 2014, January 23, 2014, and February 21, 2014. On Monday, February 24, 2014, advanced written notice of this meeting was posted on the Administrative Bulletin Board at the 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."

MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE

Any contracts awarded tonight, and between now and the next meeting, the contractor, company or firm must comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127) N.J.A.C. 17:27.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ACTION ITEMS

There were no public comments on action items.

APPROVAL OF MINUTES

Commissioner Silcox moved for the approval of regular minutes of September 12, 2013. Commissioner Thiessen seconded the motion. Motion carried.

OLD BUSINESS

RESOLUTION 2013-87

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING AN AWARD OF CONTRACT TO COBURN CHEMICAL, FOR SUPPLY OF
MAGNESIUM HYDROXIDE 63% (CONTRACT 2013-11)**

Commissioner Silcox moved for the approval of Resolution 2013-87. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-88

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING AN AWARD OF CONTRACT TO CUSTOM ENVIRONMENTAL, FOR SUPPLY
OF FLOCCULENT POLYMER (CONTRACT 2013-12)**

Commissioner Silcox moved for the approval of Resolution 2013-88. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-89

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING AN AWARD OF CONTRACT TO SIEMENS WATER TECHNOLOGIES CORP.
FOR SUPPLY OF BIOXIDE (CONTRACT 2013-13)**

Commissioner Thiessen moved for the approval of Resolution 2013-89. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-90

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING AN AWARD OF CONTRACT TO CNS CLEANING COMPANY INC. FOR
SUPPLY OF CUSTODIAL SERVICES (CONTRACT 2013-14)**

Commissioner Silcox moved for the approval of Resolution 2013-90. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

NEW BUSINESS

RESOLUTION 2013-79

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING THE AMENDMENT OF THE FLEXIBLE SPENDING ACCOUNT PLAN**

Deputy Director of Finance and Administration, Giordano explained this amendment will increase the maximum limit for flexible spending accounts from the current \$1,500.00 up to \$2,500.00.

Commissioner Carty moved for the approval of Resolution 2013-79. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-80

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING RELEASE OF PERFORMANCE GUARANTEE FOR THE SOLAR
PHOTOVOLTAIC ENERGY PROJECT**

Commissioner Silcox moved for the approval of Resolution 2013-80. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-81

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING THE OPERATING EXPENSES FOR THE MONTH OF SEPTEMBER 2013**

Commissioner Thiessen moved for the approval of Resolution 2013-81. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-81A

**A RESOLUTION APPROVING SEWER REFUND EXPENDITURES
FOR THE MONTH OF SEPTEMBER, 2013**

Commissioner Silcox moved for the approval of Resolution 2013-81A. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-82

**A RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF
SEPTEMBER 2013 FROM THE ESCROW FUND**

Commissioner Silcox moved for the approval of Resolution 2013-82. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-83

**A RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF
SEPTEMBER 2013 FROM THE IMPROVEMENT AND REPLACEMENT FUND**

Commissioner Silcox moved for the approval of Resolution 2013-83. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-84

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING THE 2014 BUDGET**

Commissioner Silcox moved for the approval of Resolution 2013-84. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-85

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
RATIFYING AN EMERGENCY CONTRACT IN EXCESS OF \$17,500.00
(CONTRACT 2013-15)**

Deputy Director of Finance and Administration stated this contract is for transformer A at the Rancocas Road Treatment Plant.

Commissioner Silcox moved for the approval of Resolution 2013-85. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

RESOLUTION 2013-86

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES APPROVING THE REVISED JOB DESCRIPTION FOR THE POSITION OF DEPUTY DIRECTOR FOR REGULATORY AFFAIRS AND PURCHASING AGENT

Executive Director Rizzuto summarized the job description for the position of Deputy Director for Regulatory Affairs and Purchasing Agent, explaining that Mr. Stagliano will now be utilizing his various certifications to perform his job duties. Mr. Stagliano will assume the position of QPA, as the State prefers the QPA to be a different individual than the CFO.

Commissioner Silcox moved for the approval of Resolution 2013-86. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Commissioner Thiessen, Chairman Edwards

NAYS:

COMMUNICATIONS

There were no communications.

MATTERS TO BE PRESENTED BY THE PUBLIC

Mr. Luis Lopez, of 370 South Martin Street in Mount Holly, asked for the status of the solar project. Commissioner Thiessen reported the project has been completed, inspected satisfactorily, and approved for bond release.

REPORT OF THE EXECUTIVE DIRECTOR

The Report of the Executive Director was received.

Executive Director Rizzuto reported the Authority has made its first two investments with the investment broker. Both Federal Home Loan Bank bonds purchased meet the Authority's Bond resolution requirements.

Executive Director Rizzuto discussed an item that appeared on the Deputy Director of Regulatory Affairs's September Report. The Authority received a letter from the NJDEP regarding underground storage tanks that were removed in 1991 that have not been finalized. Executive Director Rizzuto stated the Authority needs to hire a licensed remediation professional to sign off that the work was performed properly and conduct some due diligence. Executive Director Rizzuto informed the Commissioners Pennoni Associates, Inc. submitted a proposal which is attached to his report. He asked the board for authorization to move forward.

Executive Director Rizzuto provided the Commissioners with an update on the oil discharge into the sanitary sewer system reported at the September 2013 meeting. He met with the owner and things are progressing well.

Executive Director Rizzuto reported he met briefly with the developer for the Methvin's Corner Project. The developer wanted input regarding the sewer infrastructure and pump stations. Executive Director Rizzuto advised the developer that the Authority would like the operation and maintenance of the pump station to remain private. The developer was agreeable.

RESOLUTION 2013-91

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORIZING A
CONTRACT WITH PENNONI ASSOCIATES, INC. FOR
LICENSED SITE REMEDIATION PROFESSIONAL SERVICES**

Commissioner Silcox moved for the approval of Resolution 2013-91. Commissioner Carty seconded the motion. Commissioner Thiessen abstained. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Edwards

NAYS:

REPORT OF THE ENGINEER

The Report of the Engineer was received.

REPORT OF THE DEPUTY DIRECTOR FOR PLANT OPERATIONS

The Report of the Deputy Director of Plant Operations was received.

REPORT OF THE DEPUTY DIRECTOR FOR REGULATORY AFFAIRS

The Report of the Deputy Director for Regulatory Affairs was received.

Commissioner Carty Congratulated Deputy Director for Regulatory Affairs, Stagliano, on passing the Qualified Purchasing Agent examination.

REPORT OF THE SOLICITOR

The solicitor had nothing further to report.

REPORT OF THE DEPUTY DIRECTOR OF FINANCE AND ADMINISTRATION

The Report of the Deputy Director of Finance and Administration was received.

Deputy Director of Finance and Administration, Giordano, reported she has received the signed approval for the amendment to the 2013 budget. She stated those numbers will be reflected in the submittal to the State for the 2014 Budget. Commissioners Silcox and Thiessen congratulated Deputy Director of Finance and Administration, Giordano, on a job well done in regards to the budget.

OTHER NEW BUSINESS

MATTERS TO BE PRESENTED BY THE COMMISSIONERS

EXECUTIVE SESSION

Commissioner Carty moved for the approval of Resolution 2013-92. Commissioner Silcox seconded the motion.

At 6:25PM the Authority Commissioners retired to Executive Session for a discussion involving personnel and contract matters.

RESOLUTION 2013-92

**AUTHORIZING EXECUTIVE SESSION OF THE
MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
FOR THE PURPOSE OF PERSONNEL AND
CONTRACT MATTERS**

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Mount Holly Municipal Utilities Authority has deemed it necessary to go into closed session to discuss certain matters which are exempted from public discussion; and

WHEREAS, the regular meeting of this Authority will reconvene following closed session;

NOW, THEREFORE, BE IT RESOLVED that the Mount Holly Township Municipal Utilities Authority will go into closed session for the following reasons as outlined in N.J.S.A. 10:4-12:

Discussions with respect to matters involving personnel.

BE IT FURTHER RESOLVED that the Authority hereby declares that its discussion of the aforementioned subject may be made public at a time when the Authority Attorney advises the Authority that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Authority or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Authority, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Secretary to take the appropriate action to effectuate the terms of this resolution.

AYES: Commissioner Carty, Commissioner Silcox, Commissioner Perinchief, Vice Chairman Thiessen, Chairman Edwards

NAYS:

The Authority Commissioners returned to regular session at 6:35 P.M.

Respectfully submitted,

Debra E. Fortner, Secretary

ADJOURNMENT

Commissioner Carty moved for adjournment. Commissioner Thiessen seconded the motion. Chairman Edwards adjourned the meeting at 6:35 P.M.

Respectfully submitted,

Debra E. Fortner