

To: Mount Holly Municipal Utilities Authority  
From: Robert G. Maybury, Executive Director  
Date: May 10, 2018  
Subject: Regular Meeting

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There will be a Regular Meeting of the Mount Holly Municipal Utilities Authority held on Thursday, May 10, 2018 at 6:00 PM in the Administrative Office of the Mount Holly Municipal Utilities Authority, 37 Washington Street, Mount Holly, New Jersey. The agenda for this meeting is as follows:

**Roll Call**

Mr. Thiessen\_\_\_\_, Mr. Silcox\_\_\_\_, Mr. Jones\_\_\_\_, Mr. Banks\_\_\_\_, Ms. LaPlaca\_\_\_\_

**Verification of Notice**

**Pledge of Allegiance**

**Public Comments on Action Items**

**Approval of Minutes**

Regular Meeting Minutes April 08, 2018

**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.         |
| Resolution 2018-54 | a resolution of the Mt. Holly Municipal Utilities Authority approving the S2 application for the Lumberton Township Public Safety Building.          |
| Resolution 2018-55 | a resolution of the Mt. Holly Municipal Utilities Authority approving a waiver for floor drain connections within Lumberton Township Public Building |
| Resolution 2018-56 | a resolution of the Mt. Holly Municipal Utilities Authority approving the supplemental bond.   |

**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 2018-49 | A resolution approving the operating expenses for the month of April 2018.                                 |
| *Resolution 2018-50 | A resolution approving the sewer refunds for the month of April 2018.                                      |
| *Resolution 2018-51 | A resolution approving the expenditures for the month of April 2018 from the escrow fund.                  |
| *Resolution 2018-52 | A resolution approving the expenditures for the month of April 2018 from the improvement replacement fund. |

Communications  
To be presented by the public  
Report of the Executive Director  
Report of the Engineer  
Report of the Operations Superintendent  
Report of the Safety Director and Special Projects  
Report of the Solicitor  
Report of the Finance Administrator/Treasurer  
Other new business  
Matters to be presented by the Commissioners  
Executive Session (Proposed Resolution 2018-\_\_)  
Adjournment 1<sup>st</sup> Motion \_\_\_\_\_ 2<sup>nd</sup> Motion \_\_\_\_\_ Time: \_\_: \_\_PM  
\*\* Indicates addendum to original agenda

## **OPEN PUBLIC MEETINGS ACT STATEMENT**

### **REGULAR MEETING**

“In compliance with the Open Public Meetings Act, 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 07, 2018 advanced written notice of meeting was (1) posted on the Administrative Bulletin Board at the Township Building and (2) advanced written notice of this meeting was mailed to all persons who, according to the records of the MUA, 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.

## **Mount Holly Municipal Utilities Authority Regular Meeting Minutes for April 12, 2018**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday April 12, 2018; at 6:00 P.M. Commissioner Silcox called the meeting to order with the following roll call:

PRESENT: Mr. Robert Silcox, Vice Chairman  
Mr. Christopher Banks, Commissioner  
Ms. Gina LaPlaca, Commissioner  
Mr. Jason Jones, 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. Christopher Noll, Environmental Resolutions Inc  
Ms. Sherry Tracey, Phoenix Advisors  
Mr. Joel Hervey, Operations Superintendent  
Mr. Anthony Stagliano, Safety Director & Special Projects  
Mr. Michael B. Dehoff, Finance Administrator/Treasurer  
Mrs. Brandy C. Boyington, Board Secretary

ABSENT: Mr. Jules Thiessen, Chairman  
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, April 9, 2018, 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."

### **Pledge of Allegiance**



### **Public Comments on Action Items**

None

### **Approval of Minutes**

Commissioner Jones moved for the approval of Regular Meeting Minutes of March 08, 2018, Executive Meeting Minutes of March 8, 2018 Resolution 2018-41, and Executive Meeting Minutes of March 8, 2018 Resolution 2018-42. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Chairman Thiessen

### **Old Business**

Resolution 2018-40 a resolution of the Mt. Holly Municipal Utilities Authority awarding the Engineering proposal for design and construction of permanent PAA storage and metering facility.

Resolution 2018-40 was tabled at March's meeting. Executive Director Maybury explained to the board information in regards to the approval consideration for engineering services and the associated construction estimate. Chris Noll from ERI was present at meeting to answer any proposal questions. Commissioner LaPlaca moved for approval of resolution 2018-40. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Chairman Thiessen

### **New Business**

Resolution 2018-47                      a resolution of the Mt. Holly Municipal Utilities Authority approving the S1NR application for CVS in Lumberton. (NJSH Rte. 38 & Main St.)

Executive Director Maybury discussed the approval of sewer service for the proposed CVS Pharmacy at the intersection of Route 38 and Main Street. Executive Director Maybury stated construction is approximately one year away. Commissioner Banks moved for approval of resolution 2018-47. Commissioner Jones seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Chairman Thiessen

Resolution 2018-48                      a resolution of the Mt. Holly Municipal Utilities Authority for the submission of an application to the New Jersey Local Finance Board pursuant to N.J.S.A 40A:5A-6.

Executive Director Maybury discussed the background of the Authority's proposed bond restructuring and the need to move forward at this time. Sherry Tracey of Phoenix Advisors summarized the refunding of the bond series and the way the new bond series will be constructed for the Authority to realize significant savings. Commissioner Banks moved for approval of resolution 2018-47. Commissioner Jones seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent: Chairman Thiessen

### **CONSENT AGENDA:**

"All items listed with an asterisk (\*) are considered routine by the MHMUA 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 March 2018.

\*Resolution 2018-32                      A resolution approving the sewer refunds for the month of March 2018.

\*Resolution 2018-33                      A resolution approving the expenditures for the month of March 2018 from the escrow funds.

\*Resolution 2018-34                      A resolution approving the expenditures for the month of March 2018 from the improvement replacement fund.

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

Ayes: Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent:

**Communications-** Executive Director Maybury stated Mount Holly Township has requested Port-O-Potty rentals for the Mount Holly Car Show. The township is requesting (4) four regular rentals and (2) two handicap rentals as the Authority has done in past for these events. Executive Director continued reminding the board the financial disclosure statement reports are due April 30, 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 the bid specifications for the Turbo Blower replacement have been advertised. The bid opening will take place on May 3, 2018 at 11:00 A.M. On March 27, 2018, the NJDEP performed a compliance inspection of the Authority's treatment plants and the facilities were in compliance, but the final report has not been received as of today. Executive Director Maybury stated the postage and handling credits have been distributed to 4,441 customers to date, and June 1, 2018 will be the deadline for all credit requests.

**Report of the Engineer** The Report of the Engineer was received. Dave Skibicki of Alaimo Associates, made the board aware of the pre-construction meeting held approximately one week ago for Monmouth Road sanitary sewer project. Mr. Skibicki continued stating the contractor is planning to begin work within 30 days and expects to complete the project in about five or six business days.

**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. Tom Coleman of Raymond Coleman Heinhold, LLP has analyzed the contractual relationship with Hainesport Township relating to April 18<sup>th</sup> tax sale.

**Report of the Finance Administrator/Board Treasurer** The Report of the Finance Administrator/ Board Treasurer was received. Mr. Dehoff stated the Authority’s audit is still outstanding and waiting for the pension report from the state. Once the report is received it will be submitted and up for approval consideration at the next Authority board meeting.

**Other New Business-** None

**Matters to be presented by Commissioners-** None

**Executive Session-** None

**Adjournment**

Commissioner Jones moved for adjournment. Commissioner LaPlaca seconded the motion. Commissioner Silcox adjourned the meeting at 6:14 P.M.

Respectfully submitted,

\_\_\_\_\_  
Brandy C. Boyington, Secretary

**Resolution 2018-53**

**A Resolution Approving S-1 Application for sewerage service between the Mount Holly Municipal Utilities Authority and Our Lady Queen of Peace Church, Township of Hainesport, Block 91 Lot 3**

**WHEREAS**, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 37 Washington Street, Mount Holly, New Jersey is a public body created by the governing body of the Township of Mount Holly pursuant to the provisions of the Sewerage Authorities Law (P.L. 1946, c. 138) of the State of New Jersey, as amended and supplemented; and

**WHEREAS**, the Authority is charged, inter alia, with the responsibility for the maintenance, operation and improvement of works for the collection, treatment, purification and disposal of sewage within the Authority Service Area; and

**WHEREAS**, Our Lady Queen of Peace Church.; (hereinafter "Applicant") has its address or principal place of business at 1603 Marne Highway, Hainesport NJ 08036; and

**WHEREAS**, the Applicant proposes to construct a parish center and associated parking lot to be known as the Our Lady Queen of Peace (hereinafter "Project") on Block 91, Lot 3 in the Township of Hainesport; and

**WHEREAS**, the Applicant has received preliminary approval for the Project from the Township of Hainesport Land Use Board on April 5, 2017; and

**WHEREAS**, the Applicant has submitted an S-1 Application for Sewerage Service to the Authority for consideration; and

**WHEREAS**, the Authority and Authority Consulting Engineer have reviewed the submitted conceptual sewer construction plans and profiles and recommended approval of; and

**WHEREAS**, the Applicant has certified the statements made on the submitted S-1 Application for Sewerage Service are true.

**NOW, THEREFORE, BE IT RESOLVED** by the Mount Holly Municipal Utilities Authority, the S-1 Application for Sewerage Service as submitted by the Applicant is hereby approved.

Record Vote

	AYE	NO	ABSTAIN	ABSENT
Chairman Thiessen				
Commissioner Silcox				
Commissioner Jones				
Commissioner Banks				
Commissioner LaPlaca				

The foregoing is a true copy of a Resolution adopted by the Authority on May 10, 2018.

\_\_\_\_\_  
Brandy C. Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

BY \_\_\_\_\_  
Jules Thiessen, Chairman

**RESOLUTION 2018-54**

**A resolution approving S-2 Service Agreement between The Mount Holly Municipal Utilities Authority and Lumberton Township for the New Lumberton Public Safety Building**

The Mount Holly Municipal Utilities Authority, (hereinafter "MHMUA"), 1 Park Drive, PO Box 486, Mount Holly, New Jersey is a public body created by the governing body of the Township of Mount Holly pursuant to the provisions of the Sewerage Authorities Law (P.L. 1946, c. 138) of the State of New Jersey, as amended and supplemented; and

**WHEREAS**, the MHMUA is charged, inter alia, with the responsibility for the maintenance, operation and improvement of works for the collection, treatment, purification and disposal of sewage within the Authority Service Area; and

**WHEREAS**, Lumberton Township (hereinafter "Applicant") has its address or principal place of business at 35 Municipal Drive, Lumberton NJ 08048; and

**WHEREAS**, the Applicant has submitted an S-2 Sanitary Sewerage Service Agreement to the MHMUA for consideration; and

**WHEREAS**, the covenants and conditions contained in the S-2 Service Agreement embody the entire agreement between the MHMUA and the Applicant and no other agreements exist, except as to any other written agreements between the parties.

**NOW, THEREFORE, BE IT RESOLVED** by the Mount Holly Municipal Utilities Authority, the S-2 Service Agreement between the MHMUA and Applicant for Sanitary Sewerage Service for the New Lumberton Public Safety Building, is hereby approved.

	<u>Record Vote</u>			
	AYE	NO	ABSTAIN	ABSENT
Chairman Thiessen				
Commissioner Banks				
Commissioner LaPlaca				
Commissioner Jones				
Commissioner Silcox				

The foregoing is a true copy of a resolution adopted by the MHMUA on May 10, 2018.

[SEAL]

\_\_\_\_\_  
Brandy C Boyington, Secretary

THE MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

BY \_\_\_\_\_  
Jules Thiessen, Chairman

## **RESOLUTION 2018-55**

### **RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY APPROVING A WAIVER FOR FLOOR DRAIN CONNECTIONS WITHIN LUMBERTON TOWNSHIP PUBLIC SAFETY BUILDING**

**WHEREAS**, the Township of Lumberton (the Township) is constructing a new Public Safety Building to house Fire and EMS Emergency Equipment; and

**WHEREAS**, the Township has requested a waiver to allow for the use of floor drains inside the facility to be constructed; and

**WHEREAS**, floor drains are exclusively prohibited under the Rules and Regulations of the Mount Holly Municipal Utilities Authority (“Authority”); and

**WHEREAS**, the Authority has been requested by the Township to consider a waiver of the prohibition on the floor drains, provided the Township agrees to follow the Best Management Practices (“BMP’s”) for use of floor drains and to display such BMP posters on the walls near the floor drain areas; and

**WHEREAS**, the Authority would require the use of an oil/sand separator model OS-100, part number 5040-001-xx as manufactured by Schier Products. A 275-gallon polyethylene oil holding tank model OCT-275 as manufactured by Striem shall be used in conjunction with the oil/sand separator or equivalent types to be approved by the Authority in order for it to consider the Townships use of floor drains; and

**WHEREAS**, the Authority will also require semiannual reporting to the Authority’s Industrial Pretreatment Coordinator documenting the proper operations of the controls, level sensors, alarms to include completion of any and all recommended scheduled maintenance; and



**WHEREAS**, the Authority deems it appropriate for consideration to be given to the Township's request for a waiver for the Floor Drain to as long as the Authority's sanitary sewer system is protected from catastrophic exposure by adhering to the conditions of this waiver.

**NOW, THEREFORE, BE IT RESOLVED** by the Mount Holly Municipal Utilities Authority as follows:

1. The foregoing recitals are incorporated herein:
2. The prohibition on connecting floor drains from the Lumberton Township Public Safety Building is hereby waived provided the aforementioned conditions are adhered to herein and the Township agrees to strict adherence to the BMP's as outlined in EXHIBIT A.
3. All resolutions or parts of resolutions inconsistent with the provisions hereof are repealed to the extent of such inconsistency.

Motion:

Second:  
Record Vote

AYE

NO

ABSTAIN

ABSENT

Mr. Thiessen  
Mr. Silcox  
Mr. Banks  
Mr. Jones  
Ms. LaPlaca

The foregoing is a true copy of a Resolution adopted by the Mount Holly Municipal Utilities Authority on May 10, 2018.

[SEAL]

THE MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

\_\_\_\_\_  
Brandy C. Boyington, Secretary

BY \_\_\_\_\_  
Jules Thiessen, Chairman

## **EXHIBIT A**

### **Lumberton Public Safety Building Best Management Practices Floor Drains**

The floor drains within this facility discharge into a public sewer system and the wastewater is ultimately treated utilizing a state of the art biological process. Chemicals, cleaners, solvents, petroleum products, engine coolants and other such substances have a negative effect on the treatment process and could cause operational issues and permit violations for the Authority.

Discharging unauthorized liquids is prohibited and unlawful.

- ◆ **Train** Fire/EMS Staff and other employees about how they can help ensure BMPs are implemented.
- ◆ **Notify the MUA** immediately if anything is discharged into the floor drain other than water. (609) 267-1110
- ◆ **Only water** can be discharged into floor drains
- ◆ **No other** building(s) shall be connected
- ◆ **Record keeping** in accordance with Waiver Resolution # 2018-xx

**Post "Best Management Practice" signs with the language as listed below on each wall in close proximity to the Floor Drains.**

- No Chemical Storage of any type, including Firefighting Foam
- No Petroleum or Fuel Storage
- No Storage of Drum Type Containers
- No Mop Bucket Waste
- No Road Salt
- No Mud or Sand
- No Storage of Vehicles with any Visible Leaks
- No Vehicle Maintenance to be Performed in this Facility

**THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION 2018-56**

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**SUPPLEMENTAL BOND RESOLUTION OF THE MOUNT  
HOLLY MUNICIPAL UTILITIES AUTHORITY  
AUTHORIZING AND APPROVING THE ISSUANCE OF UP  
TO \$17,700,000 AGGREGATE PRINCIPAL AMOUNT OF  
SEWER REVENUE REFUNDING BONDS, SERIES OF 2018,  
OF THE AUTHORITY; AND DETERMINING CERTAIN  
OTHER MATTERS IN CONNECTION THEREWITH**

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**Parker McCay P.A.  
Mount Laurel, New Jersey  
Bond Counsel**

## **BACKGROUND**

**WHEREAS**, The Mount Holly Sewerage Authority was created by virtue of an ordinance duly and finally adopted on July 11, 1946, by the Township Committee of the Township of Mount Holly, in the County of Burlington, New Jersey ("Township"), pursuant to and in accordance with the provisions of Chapter 138 of the Laws of the State of New Jersey of 1946, and the acts amendatory thereof and supplemental thereto; and

**WHEREAS**, by virtue of Ordinance 1997-10, duly adopted by the Township Committee of the Township on April 14, 1997, The Mount Holly Sewerage Authority was reorganized as a municipal utilities authority to be known as The Mount Holly Municipal Utilities Authority ("Authority"), pursuant to and in accordance with the provisions of Chapter 183 of the Laws of the State of New Jersey of 1957 (*N.J.S.A. 40:14B-1 et seq.*), and the acts amendatory thereof and supplemental thereto ("Act"); and

**WHEREAS**, the Authority is the owner and operator of certain works for the collection, treatment, purification and disposal of sewerage and other wastes ("System"); and

**WHEREAS**, the Authority is empowered to acquire, construct, maintain, operate and use projects related to its System and to issue bonds of the Authority to finance and refinance such projects relating to said System; and

**WHEREAS**, on June 5, 1986, the Authority adopted a resolution, entitled, "RESOLUTION AUTHORIZING SEWER REVENUE BONDS", as such resolution has been amended and supplemented to date (as amended and supplemented to the date hereof, the "General Bond Resolution"), pursuant to which the Authority has authorized the issuance of multiple series of its sewer revenue bonds; and

**WHEREAS**, on December 30, 1998, the Authority issued 15,725,000 aggregate principal amount of its Sewer Revenue Bonds, Series of 1998, of which \$3,510,000 is outstanding ("Outstanding 1998 Bonds"); and

**WHEREAS**, the Outstanding 1998 Bonds in the aggregate principal amount of \$3,510,000 and maturing on December 1 in the years 2018 to 2028, both inclusive ("Callable 1998 Bonds"), are subject to redemption at the option of the Authority prior to maturity on or after December 1, 2008, at a redemption price equal to 100% of the Callable 1998 Bonds to be redeemed, plus accrued interest thereon; and

**WHEREAS**, on December 13, 2007, the Authority issued 13,000,000 aggregate principal amount of its Sewer Revenue Bonds, 2007 Series C, of which \$12,610,000 is outstanding ("Outstanding 2007 Bonds"); and

**WHEREAS**, the Outstanding 2007 Bonds in the aggregate principal amount of \$12,610,000 and maturing on December 1 in the years 2018 to 2037, both inclusive ("Callable 2007 Bonds"; together with the Callable 1998 Bonds, the "Callable Tax-Exempt Bonds"), are subject to redemption at the option of the Authority prior to maturity on or after December 1, 2017, at a redemption price equal to 100% of the Callable 2007 Bonds to be redeemed, plus accrued interest thereon; and

**WHEREAS**, on July 9, 2009, the Authority issued 2,440,000 aggregate principal amount of its Taxable Sewer Revenue Bonds, 2009 Series A, of which \$2,040,000 is outstanding ("Outstanding 2009 Bonds"); and

**WHEREAS**, the Outstanding 2009 Bonds in the aggregate principal amount of \$2,040,000 and maturing on December 1 in the years 2029 to 2038, both inclusive ("Callable 2009 Bonds"; together with the Callable Tax-Exempt Bonds, the "Callable Bonds"), are subject to redemption at the option of the Authority prior to maturity on or after December 1, 2019, at a redemption price equal to 100% of the Callable 2009 Bonds to be redeemed, plus accrued interest thereon; and

**WHEREAS**, in view of the low interest rates prevailing in the municipal bond market, the Authority has determined that it is economically advantageous for it to: (i) refund up to all of the remaining outstanding Callable Tax-Exempt Bonds ("Refunding Project"); and (ii) defease and redeem the Callable 2009 Bonds on the first call date ("Redemption Project"; together with the Refunding Project, the "Project"); and

**WHEREAS**, to pay the costs of the Refunding Project, the Authority desires to issue, in accordance with the terms of the General Bond Resolution, its Sewer Revenue Refunding Bonds, Series of 2018, in the aggregate principal amount of up to \$17,700,000 ("2018 Bonds"); and

**WHEREAS**, to effectuate the financing plan described in the above mentioned paragraphs, it is necessary for the Authority to adopt this supplemental bond resolution pursuant to and in accordance with the terms of the General Bond Resolution, and to authorize and approve the issuance of the 2018 Bonds, in an aggregate principal amount of up to \$17,700,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND THE MEMBERS THEREOF, AS FOLLOWS:**

## **ARTICLE I DEFINITIONS AND INTERPRETATIONS**

**Section 1.01 Short Title.** This supplemental resolution may hereafter be cited by the Authority, and is hereafter referred to as the "2018 Supplemental Bond Resolution". The General Bond Resolution, as previously supplemented to date, and as further supplemented by this 2018 Supplemental Bond Resolution are collectively referred to as the "Resolution".

**Section 1.02 Definitions.** As used, mentioned or referred to in this 2018 Supplemental Bond Resolution, the following words, terms and phrases shall have the meanings ascribed thereto, unless the context shall clearly require otherwise.

**"2018 Supplemental Bond Resolution"** shall mean this 2018 Supplemental Bond Resolution, as the same may from time to time be amended and supplemented.

**"2018 Bonds"** shall mean any of the Bonds of the Authority authorized to be issued by and pursuant to this 2018 Supplemental Bond Resolution.

**Section 1.03 Other Defined Terms.** Capitalized terms, not otherwise defined herein, shall have the meanings ascribed thereto in the General Bond Resolution, unless the context clearly requires otherwise.

**Section 1.04 Interpretations.** As the context shall clearly require, words importing persons include persons, firms, associations (whether incorporated or not incorporated), corporations and other organizations of persons. Words importing the singular number include the plural number and vice versa, and words importing the masculine include the feminine.

## **ARTICLE II AUTHORIZATION FOR ADOPTION OF 2018 SUPPLEMENTAL BOND RESOLUTION**

**Section 2.01 Authorization for the 2018 Supplemental Bond Resolution.** This 2018 Supplemental Bond Resolution is adopted by virtue of the Act, and Article III and Article VIII of the General Bond Resolution.

**Section 2.02 Resolution to Constitute Contract.** In consideration of the purchase and acceptance of any or all of the 2018 Bonds by those who shall own the same from time to time, the provisions of the Resolution shall be a part of the contract of the Authority with the registered owners from time to time of the 2018 Bonds. Pledges made herein and provisions, covenants and agreements herein and in the Resolution set forth to be performed by or on behalf of the Authority shall be for the equal benefit, protection and security of the registered owners of any and all of the 2018 Bonds in accordance with the true tenor and meaning of such pledges, provisions, covenants and agreements. Each and every one of the 2018 Bonds, regardless of the time or times of their issuance or authentication shall, when duly authenticated, be of equal rank, without preference, priority or distinction as to payments of principal or redemption price thereof and interest thereon, except as may otherwise be expressly provided herein or in the Resolution, and shall, for all purposes thereof and hereof, constitute a series of "Additional Bonds" as referred to in Article III thereof, provided however, that the 2018 Bonds and all other Bonds issued under the Resolution on a parity with the 2018 Bonds (herein and collectively called the "Bonds") are special obligations of the Authority payable solely from and secured as to payment of the principal or redemption price thereof, and interest thereon in accordance with their terms and the provisions of the Resolution by Gross Revenues.

## **ARTICLE III AUTHORIZATION OF REFUNDING PROJECT; DESCRIPTION AND ESTIMATED COSTS THEREOF; AND AUTHORIZATION OF 2018 BONDS**

**Section 3.01 Authorization of the Project; Description and Estimated Cost.** Pursuant to Section 25(1) of the Act, N.J.S.A. 40:14B-25(1), the Authority hereby authorizes the completion of the Project and authorizes and declares the Refunding Project to be an authorized project of the Authority within the meaning of such term, as defined in the Act. Pursuant to Section 25(2) of the Act, the total estimated cost of the Refunding Project is hereby stated to be \$17,700,000. Said sum includes deposits, if any, to any reserve funds; debt service funds, legal, financial and accounting

fees; all other professional and advisory fees; printing, rating agency fees and all other costs of issuance with respect to the 2018 Bonds including a premium for a municipal bond insurance policy and a surety bond to cover expenses of any reserve funds. The Redemption Project is hereby authorized to be completed with the proceeds released from the Debt Service Reserve Fund upon completion of the Refunding Project. No proceeds of the 2018 Bonds shall be utilized to complete the Redemption Project.

**Section 3.02 Authorization of 2018 Bonds.** To provide funds for that portion of the costs of the Refunding Project, the issuance by the Authority of the 2018 Bonds in the aggregate principal amount of up to \$17,700,000 is hereby authorized, approved, ratified and confirmed. Each 2018 Bond shall be entitled, "Sewer Revenue Refunding Bond, Series of 2018".

#### **ARTICLE IV TERMS OF THE 2018 BONDS**

**Section 4.01 Terms of the 2018 Bonds.** The 2018 Bonds shall initially be issued as registered Book Entry Bonds for all purposes of the 2018 Supplemental Bond Resolution and the General Bond Resolution and The Depository Trust Company, New York, New York, is hereby appointed as the Securities Depository for the 2018 Bonds ("Securities Depository"). For so long as the 2018 Bonds are Book Entry Bonds, the principal and Redemption Price of and interest on the 2018 Bonds shall be payable in the manner provided in any agreement between the Authority and the Securities Depository for the 2018 Bonds. If the 2018 Bonds are no longer Book Entry Bonds, the principal and Redemption Price of the 2018 Bonds shall be payable at the principal corporate trust office of TD Bank, National Association, located in Cherry Hill, New Jersey, as Paying Agent. If the 2018 Bonds are no longer Book Entry Bonds, interest on the 2018 Bonds shall be payable by check mailed by the Trustee to the Owners thereof as of the Record Date at the address of such Owners appearing on the registration books of the Authority maintained by the Bond Registrar. The 2018 Bonds shall be issued in registered form in the denomination of \$5,000 or any integral multiple thereof and shall be numbered from one upward, preceded by the letter "R" prefix to the number. The 2018 Bonds shall be dated, bear interest at such rate or rates of interest per annum and shall mature on such date or dates as shall be determined by a supplemental resolution of the Authority duly adopted prior to their authentication and delivery. Such supplemental resolution may contain such other terms and provisions with respect to the 2018 Bonds which are not established by the terms of the Resolution or by the terms hereof and which are not inconsistent with the provisions thereof and hereof.

**Section 4.02 Maturities and Interest Rates.** The 2018 Bonds shall be dated on the dates and in amounts and shall bear interest at the rate or rates of interest as may be established by the underwriter of the 2018 Bonds and as set forth in a Supplemental Resolution.

**Section 4.03 Mandatory Sinking Fund Redemption Provisions.** The 2018 Bonds shall be subject to mandatory sinking fund redemption on the dates and in the amounts as may be established by the underwriter of the 2018 Bonds and as set forth in a Supplemental Resolution.

**Section 4.04 Optional Redemption Provisions.** The 2018 Bonds shall be subject to optional redemption on the dates and in the amounts and on terms and conditions set forth in the

Preliminary Official Statement (hereinafter defined) as may be established by and as set forth in a Supplemental Resolution.

**Section 4.05 Obligation of 2018 Bonds.** The 2018 Bonds shall be issued as "Sewer Revenue Refunding Bonds" pursuant to the terms of Article III of the General Bond Resolution and, as such, the 2018 Bonds shall be special obligations of the Authority payable from and secured by a pledge of the Gross Revenues of the Authority and from any other funds which are pledged and assigned for the payment of the 2018 Bonds under the terms of the Resolution, provided such Gross Revenues are not otherwise pledged under the Resolution. The 2018 Bonds shall be in all respects equally and ratably secured with the other Bonds issued under the Resolution.

**Section 4.06 Form of 2018 Bonds.** The 2018 Bonds, and the Certificate of Authentication thereof, shall be substantially in the form set forth in the General Bond Resolution as Bond Counsel may advise with such omission, insertions and variations as may be required or necessary. The 2018 Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to principal and interest in lawful money of the United States of America. The 2018 Bonds will be executed on behalf of the Authority by the manual signatures of the Chairman or Vice Chairman, attested by the Secretary (such execution shall constitute conclusive approval by the Authority of the form of the 2018 Bonds), and shall bear the affixed, imprinted or reproduced seal of the Authority thereon.

## **ARTICLE V**

### **APPLICATION OF PROCEEDS AND APPOINTMENT OF FIDUCIARY**

**Section 5.01 Application of Proceeds.** The 2018 Bonds are hereby directed to be executed by or on behalf of the Authority and delivered to the Trustee for authentication by the Trustee. Thereupon, the 2018 Bonds shall be authenticated by the Trustee, and subject to the fulfillment of the criteria in, inter alia, Section 3.04 of the General Bond Resolution, delivered by the Trustee to the Authority upon its order. The proceeds of the sale of the 2018 Bonds, including accrued interest, shall be applied in accordance with the General Bond Resolution simultaneously with the delivery of such 2018 Bonds as follows:

- (a) there shall be deposited in the Debt Service Fund the following: (i) an amount equal to the interest accrued on the 2018 Bonds from their dated date to the date of delivery thereof;
- (b) there shall be deposited in the Debt Service Reserve Fund an amount necessary to equal the Debt Service Reserve Requirement with respect to the 2018 Bonds; and
- (c) to the Trustee, as escrow agent, the amount which, when added to other amounts then held by the Trustee and available therefore, is sufficient to effect redemption and payment of the Callable Bonds; and
- (d) the remaining balance of the proceeds of the 2018 Bonds shall be deposited into the separate account for the Refunding Project created in the Construction Fund pursuant to the General Bond Resolution.



**Section 5.02 Appointment of Fiduciary.** TD Bank, National Association, Cherry Hill, New Jersey, is hereby appointed trustee, paying agent and registrar ("Trustee") in connection with the 2018 Bonds to serve as such pursuant to the terms hereof and the General Bond Resolution. The Trustee is hereby approved to serve as escrow agent in connection with the refunding of the Callable Bonds. The Chairman, Vice Chairman and Executive Director ("Authorized Officers") are each hereby authorized to execute on behalf of the Authority an agreement directed to contract with the Trustee for the services to be provided in connection with the 2018 Bonds.

## **ARTICLE VI OFFERING MATERIALS**

**Section 6.01 Preliminary Official Statement.** The preparation of a preliminary official statement ("Preliminary Official Statement") relating to the 2018 Bonds, and the distribution of said Preliminary Official Statement to prospective purchasers of the 2018 Bonds and others having an interest therein, are hereby authorized and directed. The Chairman, Vice Chairman or Executive Director are each hereby authorized to deem the Preliminary Official Statement "final", as contemplated by paragraph (b)(1) of Rule 15c2-12 promulgated by the Securities and Exchange Commission ("Commission") pursuant to the Securities Act of 1934, as amended ("Rule 15c2-12").

**Section 6.02 Official Statement.** The preparation of a final official statement ("Official Statement") relating to the 2018 Bonds, is hereby authorized and directed. Within seven (7) business days of the sale of the 2018 Bonds, but in no event later than five (5) business days prior to the settlement thereof, the Authority will deliver sufficient copies of the Official Statement to the purchaser of the 2018 Bonds in order for the same to comply with Paragraph (b)(4) of Rule 15c2-12. The Chairman, Vice Chairman and Executive Director are each hereby authorized to execute the Official Statement in final form and the distribution thereof to purchasers and others is hereby authorized and directed. The execution of the Official Statement by the Chairman, Vice Chairman or Executive Director shall constitute conclusive evidence of approval by the Authority of the changes therein from the Preliminary Official Statement. The Chairman, Vice Chairman or Executive Director are each hereby authorized to approve any amendments or supplements to the Official Statement

## **ARTICLE VII APPROVAL OF FINANCING DOCUMENTS; PAYMENT COVENANT**

**Section 7.01 Financing Documents.** The Authorized Officers of the Authority and the Secretary of the Authority are hereby severally authorized to execute and deliver and the Secretary of the Authority is hereby authorized to attest such execution and affix the corporate seal of the Authority to any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Authority, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Authority, to be executed in connection with the execution and delivery of the 2018 Bonds or the Project generally and the consummation of the transactions contemplated thereby, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party

authorized hereunder to execute such certificate or other document and to perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery thereof.

**Section 7.02 Covenant to Pay Principal and Interest.** The Authority hereby covenants and agrees with and for the benefit of the holders, from time to time, of the 2018 Bonds, that it will pay interest on and principal thereof when due.

## **ARTICLE VIII TAX MATTERS AND SECONDARY MARKET DISCLOSURE**

**Section 8.01 Basic Tax Covenants.** The Authority hereby covenants that it will not make any use of the proceeds of the 2018 Bonds or do or suffer any other action that would cause: (i) the 2018 Bonds to be "arbitrage bonds" as such term is defined in Section 148(a) of the Internal Revenue Code of 1986, as amended ("Code") and the Income Tax Regulations promulgated thereunder; (ii) the interest on the 2018 Bonds to be included in the gross income of the owners thereof for federal income taxation purposes; or (iii) the interest on the 2018 Bonds to be treated as an item of tax preference under Section 57(a)(5) of the Code.

**Section 8.02 Additional Tax Covenants.** The Authority hereby covenants as follows: (i) it has not abandoned, sold or otherwise disposed of any facility, equipment or improvement (except through normal retirement) financed directly or indirectly with the proceeds of the Callable Bonds; (ii) it does not intend to, during the term that the 2018 Bonds are outstanding, abandon, sell or otherwise dispose of any facility, equipment or improvement (except through normal retirement) financed directly or indirectly with the proceeds of the Callable Bonds; (iii) it shall timely file with the Ogden, Utah Service Center of the Internal Revenue Service, such information report or reports as may be required by Sections 148(f) and 149(e) of the Code; (iv) it shall take no action that would cause the 2018 Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Code; (v) it will not employ a device in connection with the issuance by it of the 2018 Bonds which will enable it to obtain a material financial advantage (based on arbitrage) apart from the savings that may be realized as a result of the lower interest rates on the 2018 Bonds than on the Callable Bonds; (vi) the amount of "excess gross proceeds", as such term is defined in Income Tax Regulation §1.148-10(c)(2), of the 2018 Bonds will not exceed one percent (1%) of the proceeds received from the sale thereof; and (vii) it shall pay, or cause to be paid, to the United States Treasury in the manner and at the time prescribed in Regulations §§1.148-1 through 1.148-11, 1.149(b)-1, 1.149(d)-1, 1.149(g)-1, 1.150-1 and 1.150-2, as such regulations and statutory provisions may be modified insofar as they apply to the 2018 Bonds, an amount equal to the rebatable arbitrage earned by investing proceeds of the 2018 Bonds.

**Section 8.03 Secondary Market Disclosure.** In order to assist the underwriter of the 2018 Bonds in complying with the secondary market disclosure requirements of Rule 15c2-12, the Chairman, Vice Chairman and Executive Director are each hereby authorized to execute on behalf of the Authority an agreement with the Trustee, as dissemination agent, providing for the preparation and filing of the necessary reports in accordance with the requirements of Rule 15c2-12.

## ARTICLE IX

### REFUNDING/REDEMPTION OF THE CALLABLE BONDS

**Section 9.01 Escrow Agent.** The appointment of TD Bank, National Association, as escrow agent ("Escrow Agent"), for the 2018 Bonds, is hereby authorized, approved, ratified and confirmed. The Chairman, Vice Chairman and Executive Director are each hereby authorized to enter into an agreement with the Escrow Agent for the services to be provided.

**Section 9.02 Redemption Project.** Upon the redemption of the Callable Tax-Exempt Bonds, the Trustee shall release funds from the Debt Service Reserve Fund as required by the General Bond Resolution. Upon release, a portion of such funds in an amount sufficient to defease and redeem the Callable 2009 Bonds in full shall be transferred to the Escrow Agent to be utilized as described in Section 9.03 below as the principal and interest on the Callable 2009 Bonds becomes due, and to redeem the Callable 2009 Bonds on their first available call date.

**Section 9.03 Redemption of Callable Bonds.** The Escrow Agent is hereby authorized and directed to redeem, on their respective first call dates, up to all of each series of the Callable Bonds at a redemption price equal to 100% of each such series of the Callable Bonds to be redeemed, plus interest accrued to the respective redemption date (collectively, the "Refunded Bonds"). The Escrow Agent shall mail any required notices of redemption as set forth in each series of the Refunded Bonds and in the Escrow Deposit Agreement (hereinafter mentioned) by and between the Authority and the Escrow Agent.

**Section 9.04 Execution of Escrow Deposit Agreement.** To provide for the redemption of the Refunded Bonds as set forth in Section 9.03 above, the Chairman, Vice Chairman and Executive Director are each hereby authorized to execute and deliver an Escrow Deposit Agreement ("Escrow Deposit Agreement") on behalf of the Authority and to make the deposit of moneys and investments specified therein ("Escrow Investments").

**Section 9.05 Verification Agent.** The Executive Director is hereby authorized to engage the services of Bowman & Company LLP, Voorhees, New Jersey ("Verification Agent") to verify the mathematical accuracy of certain computations regarding: (i) the adequacy of the maturing principal of and interest on the Escrow Investments to pay the Refunded Bonds as set forth in the Escrow Agreement; and (ii) the yields on the Refunding Bonds and the Escrow Investments.

## ARTICLE X MISCELLANEOUS

**Section 10.01 Amendments; Supplements.** At any time, a supplemental resolution of the Authority may be adopted for the purpose of supplementing the General Bond Resolution or amending or supplementing this 2018 Supplemental Bond Resolution upon the terms and conditions set forth herein and in the General Bond Resolution.

**Section 10.02 Severability of Invalid Provisions.** If any one or more of the provisions, covenants or agreements in this 2018 Supplemental Bond Resolution on the part of the Authority to be performed should be finally determined to be contrary to law, such provision or provisions,

covenant or covenants, agreement or agreements, shall be deemed severable from the remaining provisions, covenants and agreements, and shall in no way affect the validity of the other provisions hereof or of any of the 2018 Bonds.

**Section 10.03 Ratification of Actions Taken; Further Action Authorized.** All actions heretofore taken and documents prepared or executed by or on behalf of the Authority by its members, Chairman, Vice Chairman, Executive Director, Chief Financial Officer, other Authority officials and by the Authority's professional advisors, in connection with the issuance of the 2018 Bonds are hereby ratified, confirmed, approved and adopted. Such members and officials are each hereby authorized to determine all matters and execute all documents and instruments in connection with the issuance of the 2018 Bonds not determined or otherwise directed to be executed by the Law, the General Bond Resolution or this 2018 Supplemental Bond Resolution, and the signatures of such members and officials on any such documents or instruments shall be conclusive as to such determinations.

**Section 10.04 Statutory Recital.** Pursuant to Section 30(16) of the Law, N.J.S.A. 40:14B-30(16), each and every matter and course of conduct set forth herein and in the General Bond Resolution is hereby declared to be included in this 2018 Supplemental Bond Resolution and in the General Bond Resolution to further secure the payment of the principal of and interest on the 2018 Bonds.

**Section 10.05 Notice of Adoption of Bond Resolution.** A copy of this 2018 Supplemental Bond Resolution shall be filed for public inspection in the office of the Authority and in the office of the Clerk of the Township. The appropriate officials of the Authority are hereby authorized and directed to publish, or cause to be published, in a newspaper published or circulating in the County of Burlington, a notice stating the fact and date of the adoption of this 2018 Supplemental Bond Resolution and the places where this 2018 Supplemental Bond Resolution has been filed for public inspection, and such further information as is required by Section 28 of the Law, N.J.S.A. 40:14B-28.

**Section 10.06 Inconsistent Legislation Rescinded.** All resolutions, or parts thereof, inconsistent herewith or with the General Bond Resolution are hereby repealed and rescinded to the extent of any such inconsistency.

**Section 10.07 Effective Date.** This 2018 Supplemental Bond Resolution shall be effective for all purposes immediately upon adoption this 10<sup>th</sup> day of May, 2018.

Motion:

Second:

Record Vote

AYE

NO

ABSTAIN

ABSENT

Mr. Thiessen  
Mr. Silcox  
Mr. Banks  
Mr. Jones  
Ms. LaPlaca

The foregoing is a true copy of a Resolution adopted by the Mount Holly Municipal Utilities Authority on May 10, 2018.

[SEAL]

THE MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

\_\_\_\_\_  
Brandy C. Boyington, Secretary

BY \_\_\_\_\_  
Jules Thiessen, Chairman

TO BE ACTED UPON

RESOLUTION 2018-57

WHEREAS, The Mount Holly Municipal Utilities Authority has duly advertised according to law for bids on Contract 2017-17 Replacement Turbo Blower at Maple Avenue and;

WHEREAS, bids were received, opened and announced by the MHMUA at its office on Wednesday, May 02, 2018 and

WHEREAS, \_\_\_\_\_submitted the low bid on the aforesaid contract.

WHEREAS, the Executive Director of the MHMUA has recommended the award of this contract to the low bidder; and

WHEREAS, a certificate of availability of funds has been provided by the designated certifying finance office and is attached hereto.

NOW, THEREFORE, BE IT RESOLVED this 10<sup>th</sup> day of May, 2018 t h e Contract No. 2017-17, \_\_\_\_\_, be and the same is hereby awarded to \_\_\_\_\_.

BE IT FURTHER RESOLVED that the Chairman and Secretary of this MHMUA be and the same are hereby authorized to execute the aforesaid Contract on behalf of the MHMUA.

THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

By: \_\_\_\_\_  
Jules Thiessen, Chairman

Attest:

\_\_\_\_\_  
Brandy C. Boyington, Secretary

I have reviewed this resolution and the certificate of availability of funds and I am satisfied that an appropriate certificate of availability has been provided.

\_\_\_\_\_  
Tom Coleman, Solicitor

**RESOLUTION 2018-58**

**RESOLUTION APPROVING THE ANNUAL AUDIT & CORRECTIVE ACTION PLAN FOR FISCAL YEAR  
ENDING DECEMBER 31, 2017**

**WHEREAS**, N.J.S.A.40A:5A-15 requires the governing body to each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended 2017 has been completed and filed with the Division of Local Government Services, Department of Community Affairs pursuant to N.J.S.A.40A:5A-15, and

**WHEREAS**, N.J.S.A.40A:-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A.40A:5A-17, and;

**WHEREAS**, the annual audit report contained certain recommendations with respect to fiscal matters, including the adoption of a Corrective Action Plan in response to those recommendations, and;

**WHEREAS**, the Authority has adopted a Corrective Action Plan in response to those recommendations

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Mount Holly Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each Governing body member has personally reviewed the sections of the audit report for entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by the certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT  
THE MEETING HELD ON MAY 10, 2018**

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Brandy C. Boyington Secretary

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Date



## **MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

P.O. Box 486, 1 Park Drive Mount Holly, New Jersey 08060

Office (609) 267-0015 ~ Fax (609) 267-5420

### **CORRECTIVE ACTION PLAN**

Mount Holly Township  
Municipal Utilities Authority

Audit Report  
December 31, 2017

Finding #2017-01: New Jersey American Water Company, a service organization, provides water meter readings to the Authority which are used in the sewer billing process. Management has not documented its understanding of the operating effectiveness of the service organization controls by obtaining service auditor reports or other appropriate procedures.

Recommendation: Management should document its understanding of the operating effectiveness of the service organization controls by obtaining service auditor reports or other appropriate procedures.

Corrective Action: Management will take the necessary steps to document its understanding of the operating effectiveness of New Jersey American Water's controls and request a service auditor report from New Jersey American Water.



## **RESOLUTION 2018-49**

**A RESOLUTION APPROVING THE ANTICIPATED PAYROLL  
FOR MAY AND THE ACTUAL PAYROLL FOR THE MONTH  
OF APRIL AND THE OPERATING EXPENSES**

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following anticipated payroll for the upcoming month is hereby approved subject to verification of actual payroll at the next regular meeting of the Mount Holly Municipal Utilities Authority. Anticipated \$350,000.00

BE IT FURTHER RESOLVED by the Mount Holly Municipal Utilities Authority that the payroll and Operating Expenditures in the amount of \$871,833.35 per attached listings are hereby approved.

## CERTIFICATION

[illegible]

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby Certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 10<sup>th</sup> day of May, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the  
seal of said MUA this 10<sup>th</sup> day of May, 2018.

Brandy C. Boyington, Secretary

P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: Y	Void: N
Range: First	to Last	Rcvd: Y	Held: N	Aprv: N
Format: Condensed	Received Date Range: 04/13/18 to 05/10/18	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	Prior Year Only: N			Exempt: Y

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
ALLIN005 ALL IND-SAFETY PRDTS INC.						
18-00299	03/12/18	CSE & HIGH VOLTAGE SAFETYSIGNS	Open	905.40	0.00	
AMERI065 AMERICAN WATER						
18-00492	04/27/18	AMERICAN WATER BILLING	Open	461.60	0.00	
AMERI080 AMERIGAS						
18-00504	04/30/18	PROPANE - MAINT	Open	424.01	0.00	
ANALY005 ANALYTICAL LABORATORY SERVICES						
18-00240	02/26/18	MONTHLY PERMIT SAMPLING	Open	322.00	0.00	
ARAMA005 ARAMARK UNIFORM SERVICE						
18-00062	01/18/18	FR SWEATSHIRTS & BIBS	Open	746.41	0.00	
ARMAN005 ARMANDO V. RICCIO, LLC						
18-00541	05/07/18	PROFESSIONAL SERVICES	Open	1,007.50	0.00	
ATCC0005 ATCC						
18-00297	03/08/18	LABORATORY MEDIA CONTROLS	Open	322.00	0.00	
BARTU005 BARTUK HOSE & HYDRAULICS						
18-00438	04/16/18	1/2" HIGH PRESSURE HOSE	Open	40.43	0.00	
CABRI005 C A BRIGGS COMPANY INC.						
18-00420	04/10/18	SUBMERSIBLE TRANSDUCERS	Open	1,709.22	0.00	
CEMCO005 C.E.M. CORPORATION						
18-00413	04/05/18	LABORATORY SUPPLIES	Open	512.32	0.00	
CINTA005 CINTAS CORPORATION						
18-00367	03/28/18	UNIFORM RENTAL	Open	304.28	0.00	
18-00395	04/04/18	UNIFORM RENTAL	Open	317.23	0.00	
18-00421	04/10/18	UNIFORM RENTAL	Open	306.77	0.00	
18-00466	04/23/18	UNIFORM RENTAL	Open	304.28	0.00	
18-00472	04/24/18	UNIFORM RENTAL	Open	304.28	0.00	
				1,536.84		
COBUR005 COBURN CHEMICAL, INC.						
18-00373	03/28/18	MAGNESIUM HYDROXIDE	Open	7,707.53	0.00	
WEEK0005 COURIER-POST & THIS WEEK						
18-00494	04/27/18	LEGAL NOTICES	Open	169.12	0.00	
DEANS005 DEANS GRAPHICS						
18-00238	02/26/18	2018 MT. HOLLY TWP. CALENDAR	Open	275.00	0.00	

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
CRISP005 DIANE CRISPI						
18-00407	04/05/18	WORK PANTS & SHOES	Open	130.04	0.00	
EASTE005 EASTERN AUTOPARTS WAREHOUSE						
18-00290	03/06/18	OIL FILTERS AND MINILAMP BULBS	Open	28.90	0.00	
18-00324	03/14/18	COIL PACK- TRK#56-BATTERY PS27	Open	138.34	0.00	
18-00355	03/20/18	FILTERS AND BATTERIES	Open	330.51	0.00	
18-00362	03/27/18	PLOW HEADLIGHT BULBS TRK 11	Open	20.82	0.00	
				518.57		
ENVIR005 ENVIRODYNE SYSTEMS INC.						
18-00243	02/27/18	ALGAE SWEEP BRUSHES/ SPRINGS	Open	646.12	0.00	
ENVIR040 ENVIRONMENTAL SYSTEMS RESEARCH						
18-00401	04/04/18	ArcGIS MAINTENANCE AGREEMENT	Open	1,600.00	0.00	
EVOQU005 EVOQUA WATER TECHNOLOGIES, LLC						
18-00379	04/03/18	TANK EXCHANGES FOR LABORATORY	Open	1,458.49	0.00	
18-00432	04/13/18	PS BIOXIDE	Open	5,408.13	0.00	
				6,866.62		
FRANK020 FRANKLIN-GRIFFITH, LLC						
18-00288	03/06/18	T8 LED LAMPS	Open	36.80	0.00	
18-00345	03/19/18	POLYWATER STOP FOAM SEALANT	Open	83.00	0.00	
18-00361	03/26/18	1/2" FLEX CONDUIT & CONNECTORS	Open	139.36	0.00	
				259.16		
GWLIP005 G.W. LIPPINCOTT INC.						
18-00371	03/28/18	60# ASPHALT COLD PATCH	Open	129.50	0.00	
18-00430	04/12/18	SUPPLIES	Open	183.64	0.00	
				313.14		
GRAIN005 GRAINGER						
18-00347	03/19/18	TRAILER PLUG, DRILL BITS	Open	21.82	0.00	
HACHC005 HACH COMPANY						
18-00397	04/04/18	LABORATORY SUPPLIES	Open	402.48	0.00	
HAWKI015 HAWKINS TECHNOLOGIES, LLC						
18-00518	05/01/18	PROFESSIONAL SERVICES	Open	1,485.50	0.00	
HOMED005 HOME DEPOT CREDIT SERVICE						
18-00365	03/28/18	AUGER BELTS	Open	74.94	0.00	
IATL0005 IATL						
18-00317	03/13/18	EFFLUENT ASBESTOS SAMPLING	Open	95.00	0.00	
JHBER005 J & H BERGE INC						
18-00353	03/19/18	LABORATORY SUPPLIES	Open	457.54	0.00	
WISNI005 JOHN WISNIEWSKI						
18-00454	04/19/18	WORKBOOTS	Open	114.99	0.00	

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
LINES005 LINE SYSTEMS, INC.						
18-00522	05/01/18	PHONE BILLING	Open	733.50	0.00	
LOWES005 LOWE'S						
18-00310	03/12/18	ROLL OF PLASTIC	clsd	56.99	0.00	
18-00358	03/20/18	BAR AND CHAIN OIL FOR SAW	clsd	10.91	0.00	
18-00377	03/29/18	PIPE INSULATION AND INFO BOXES	clsd	99.92	0.00	
				167.82		
LUMBE005 LUMBERTON TOWNSHIP						
18-00415	04/06/18	ANNUAL REGISTRATION FEE	clsd	75.00	0.00	
MANSF005 MANSFIELD OIL COMPANY						
18-00440	04/16/18	FUEL PURCHASES	Open	949.00	0.00	
MCMAS005 MCMASTER-CARR SUPPLY CO.						
18-00427	04/11/18	SS BOLTS, AIR FITTINGS, VALVES	Open	89.19	0.00	
METLI005 METLIFE						
18-00527	05/01/18	5/18 DISABILITY INSURANCE BILL	Open	8,043.17	0.00	
MIDDL010 MIDDLESEX WELDING SALES						
18-00343	03/16/18	75% ARGON 245% CO2 WELDING GAS	Open	70.00	0.00	
18-00507	04/30/18	CYLINDER RENTAL	Open	61.50	0.00	
				131.50		
MISSION005 MISSION COMMUNICATIONS, LLC						
18-00509	04/30/18	SERVICE PACKAGE RENEWAL	Open	4,122.60	0.00	
TOILE005 MR. BOB PORTABLE TOILETS						
18-00505	04/30/18	PORTABLE TOILET RENTAL	Open	92.00	0.00	
NEWJE005 NEW JERSEY AMERICAN WATER						
18-00536	05/04/18	WATER BILLING	Open	2,019.49	0.00	
UTILI005 NEW JERSEY UTILITY						
18-00487	04/27/18	NJUA JIF BILLING	Open	136,975.54	0.00	
NJWEA005 NJWEA						
18-00473	04/25/18	SEMINAR REGISTRATION	Open	1,560.00	0.00	
ONECA005 ONE CALL CONCEPTS, INC.						
18-00540	05/04/18	MARKOUT REQUESTS FOR MHMUA	Open	435.00	0.00	
PENNV005 PENN VALLEY PUMP COMPANY						
18-00422	04/10/18	PRESSURE SWITCH ASSY-PUMP#56	Open	907.00	0.00	
PENNO005 PENNONI ASSOCIATES, INC.						
18-00506	04/30/18	NJDES PERMIT RENEWAL STUDIES	Open	348.75	0.00	
18-00510	04/30/18	PAA PILOT STUDY	Open	2,528.25	0.00	
				2,877.00		

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PEROX010 PEROXYCHEM LLC							
18-00344	03/19/18	PEROXYCHEM EQUIPMENT RENTAL	Open	1,347.36	0.00		
18-00352	03/19/18	PAA TOTES FOR DISINFECTION	Open	4,500.00	0.00		
				5,847.36			
POSTM005 POSTMASTER							
18-00437	04/16/18	MAILING CYCLE 3 BILLING	clsd	1,823.30	0.00		
PSEGC005 PSE&G COMPANY							
18-00449	04/18/18	GAS & ELECTRIC BILLING	clsd	29,213.29	0.00		
PURCH005 PURCHASE POWER							
18-00459	04/20/18	POSTAGE METER REFILL/1 PARK DR	clsd	1,020.99	0.00		
RAYMO005 RAYMOND, COLEMAN, HEINOLD, LLP							
18-00490	04/27/18	PROFESSIONAL SERVICES	Open	3,500.00	0.00		
RICHA005 RICHARD A. ALAIMO ASSOCIATES							
18-00516	05/01/18	ENGINEERING SERVICES	Open	8,241.25	0.00		
RIGGI005 RIGGINS INC.							
18-00465	04/23/18	ULS DIESEL	Open	151.20	0.00		
RUSSE015 RUSSELL REID INC.							
18-00457	04/19/18	GRIT AND TRASH HAULING FEES	Open	588.00	0.00		
SAVEA005 SAVE A LIFE							
18-00375	03/28/18	FLOTATION DEVICES FOR TANKS	Open	1,060.00	0.00		
SHERW005 SHERWIN-WILLIAMS							
18-00309	03/12/18	VARIOUS SIZE PAINT BRUSHES	Open	5.40	0.00		
18-00463	04/20/18	SLATE GRAY PAINT, BRUSHES	Open	84.01	0.00		
				89.41			
SIEME005 SIEMENS INDUSTRY INC.							
18-00223	02/21/18	XRS-5 TRANSDUCER	Open	572.00	0.00		
SOUTH030 SOUTHERN REGIONAL EMP BENEFIT							
18-00444	04/17/18	HEALTH INS BILL/4/2018	clsd	103,131.00	0.00		
18-00538	05/04/18	HEALTH INSURANCE BILL 5/2018	Open	103,131.00	0.00		
				206,262.00			
SPRIN005 SPRINT							
18-00519	05/01/18	PCS CONNECTION CARD/PLANT	Open	39.26	0.00		
ADVAN020 STAPLES ADVANTAGE							
18-00294	03/07/18	STORAGE BOXES, TONER	Open	567.49	0.00		
18-00308	03/12/18	OFFICE SUPPLIES	Open	69.31	0.00		
18-00341	03/15/18	OFFICE SUPPLIES	Open	807.02	0.00		
				1,443.82			
STAPL005 STAPLES CREDIT PLAN							
18-00242	02/26/18	FUJITSU DOCUMENT SCANNER	clsd	495.99	0.00		

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SUMMI010 SUMMIT WATER NEXUS, MOUNT HOLL							
18-00493	04/27/18	3/18 BILLING	Open	11,154.70	0.00		
18-00539	05/04/18	4/18 BILLING	Open	<u>11,576.68</u>	0.00		
				22,731.38			
TOWNS010 TOWNSHIP OF MOORESTOWN							
18-00489	04/27/18	LAUREL CREEK WATER BILL	Open	31.50	0.00		
TREAS015 TREASURER OF BURLINGTON							
18-00399	04/04/18	MARCH SLUDGE DISPOSAL	Clsd	49,644.45	0.00		
18-00400	04/04/18	MARCH GRIT DISPOSAL	Clsd	3,154.36	0.00		
18-00532	05/03/18	APRIL SLUDGE DISPOSAL	Open	56,881.59	0.00		
18-00533	05/03/18	APRIL GRIT/TRASH DISPOSAL	Open	<u>1,043.11</u>	0.00		
				110,723.51			
VERIZ015 VERIZON							
18-00446	04/17/18	FIOS/TV 1 PARK, 300 RANOCAS	Clsd	134.36	0.00		
18-00461	04/20/18	FIOS INTERNET/26 MAPLE AVENUE	Clsd	164.24	0.00		
18-00483	04/26/18	FIOS INTERNET/1 PARK DRIVE	Clsd	159.99	0.00		
18-00495	04/27/18	FIOS INTERNET/300 RANOCAS RD	Open	159.99	0.00		
18-00520	05/01/18	FIOS TV/1 PARK DRIVE	Open	<u>43.02</u>	0.00		
				661.60			
VERIZ035 VERIZON WIRELESS							
18-00447	04/17/18	CELL PHONE BILL	Clsd	344.82	0.00		
18-00484	04/26/18	CELL PHONE BILLING	Clsd	<u>218.28</u>	0.00		
				563.10			
VISIO005 VISION SERVICE PLAN							
18-00537	05/04/18	5/18 VISION BILLING	Open	1,304.17	0.00		
WBMAS005 W.B. MASON COMPANY, INC.							
18-00293	03/07/18	PAPER CLIPS,MARKERS,TAPE,TONER	Open	1,507.36	0.00		
18-00340	03/15/18	OFFICE SUPPLIES	Open	<u>160.34</u>	0.00		
				1,667.70			
WATER010 WATER ENVIRONMENT							
18-00443	04/17/18	MEMBERSHIP RENEWAL - G SOJKA	Open	107.00	0.00		
18-00455	04/19/18	MEMBERSHIP RENEWAL	Open	<u>214.00</u>	0.00		
				321.00			
WILLI025 WILLIER ELEC MTR CO. INC.							
18-00417	04/09/18	VFD COOLING FANS	Open	275.97	0.00		
WOOLS005 WOOLSTON COMPANY, INC.							
18-00458	04/19/18	MARCH SLUDGE HAULING FEES	Open	5,565.80	0.00		
XYLEM010 XYLEM WATER SOLUTIONS USA, INC							
18-00354	03/20/18	WEAR RING,303 50 00 PS#218	Open	178.20	0.00		
Total Purchase Orders: 100 Total P.O. Line Items: 0 Total List Amount: 592,674.91 Total Void Amount: 0.00							

(A)

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Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type

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Total Per Report: \$592,674.91  
Add: Payroll: \$287,158.44  
Less: Imp/Replacement: \$(8,000.00) Resolution 2018-52  
Total Expenses: \$871,833.35

**RESOLUTION 2018-50**

## A RESOLUTION APPROVING SEWER REFUNDS

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following Sewer Refunds for the month of March are hereby approved.

**TOTAL REFUNDS AS PER THE ATTACHED REPORT: \$336.92**

## CERTIFICATION

STATE OF NEW JERSEY }

:SS

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 10<sup>th</sup> day of May, 2018.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MUA  
this May 10, 2018.

Brandy C. Boyington, Secretary



## Tracking Id Description

P.O.	#	Item	Vendor #	Vendor Name	Description	Charge Account		Quantity	Amount	Purch. Type	First Encumber Date	Status
<b>SWR REFUND</b>												
18-00511		1	DINGY005	DING YE	SEWER REFUND/45 BROAD STREET	01-000-2020		1.00	65.30	other	04/30/18	Open
18-00512		1	MUHAM005	MUHAMMAD & RABIA NADEEM	SEWER REFUND/13 SHIRA COURT	01-000-2020		1.00	104.87	other	04/30/18	Open
18-00513		1	HOGAN005	HOGAN COMMUNITY REINVESTMENT	SEWER REFUND/219 NY AVENUE	01-000-2020		1.00	63.32	other	04/30/18	Open
18-00514		1	STEPH005	STEPHANIE CHILES	SEWER REFUND/92 FAWN COURT	01-000-2020		1.00	103.43	other	04/30/18	Open
Bid:			0.00	State:	0.00	other:	336.92	Exempt:	0.00	Total:	4.00	336.92

Total Tracking Ids:	1	Total Qty:	4.00	Total Amount:	336.92
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Total Bid:	0.00	Total State:	0.00	Total Other:	336.92	Total Exempt:	0.00
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**RESOLUTION 2018-51**  
**A RESOLUTION APPROVING EXPENDITURES**  
**FROM THE ESCROW FUND**

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following Escrow Fund Expenditures are hereby approved:

**For Engineering Services as of February 28, 2018:**

**Richard A. Alaimo Associates: \$4,343.57 (per attached report)**

## CERTIFICATION

STATE OF NEW JERSEY }

SS:

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority, do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting held on the 10<sup>th</sup> day of May, 2018.

Brandy C. Boyington, Secretary

Tracking Id Range: ESCROW to ESCROW Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y  
Account Type: Project First Encumber Date Range: 04/13/18 to 05/10/18 Include Items Without Tracking Id: N  
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	First Encumber Date	Status
ESCROW										
18-00515	1	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/W RANCOCAS REDEV 3B	0000000156	1.00	1,118.57	other	04/30/18	Open
18-00515	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/THE LOFTS @ MI-PLACE	0000000113	1.00	1,745.00	other	04/30/18	Open
18-00515	3	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/LENNAR @ RANCOCAS	0000000108	1.00	740.00	other	04/30/18	Open
18-00515	4	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/W RANCOCAS 1B-C-3C	0000000167	1.00	740.00	other	04/30/18	Open
Bid:		0.00	State:	0.00	Other:	4,343.57	Exempt:	0.00	Total:	4.00
							4,343.57			

Total Tracking Ids: 1 Total Qty: 4.00 Total Amount: 4,343.57

Total Bid: 0.00 Total State: 0.00 Total Other: 4,343.57 Total Exempt: 0.00

**A RESOLUTION APPROVING THE EXPENDITURES**  
**FROM THE IMPROVEMENT/REPLACEMENT FUND**

Improvements (per attached listing)	\$ 8,000.00
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## CERTIFICATION

:SS

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of the Resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting thereof, held on the 10<sup>th</sup> day of May, 2018.

Brandy C. Boyington, Secretary

**REQUISITION FOR PAYMENT OR REIMBURSEMENT  
FROM RENEWAL AND REPLACEMENT FUND**

**REQUISITION NO. 2018-52**

**DATE: May 10, 2018**

**To: TD BANK, NATIONAL ASSOCIATION, TRUSTEE**

Pursuant to a Resolution of The Mount Holly Municipal Utilities Authority (the "Authority") adopted June 5, 1986 entitled: "Resolution Authorizing Sewer Bonds", as amended and supplemented (the "Resolution"), the undersigned, an authorized officer of the Authority, hereby authorizes and directs the Trustee to make disbursements of the funds from the Renewal and Replacement Fund established pursuant to Section 4.11 of the Resolution (with all capitalized terms used herein having the meaning given such terms in the Resolution), as follows:

<b>PAYEE</b>	<b>AMOUNT TO BE PAID</b>	<b>PURPOSE OF DISBURSEMENT</b>
<b>Richard A. Alaimo Associates</b>	<b>\$ 8,000.00</b>	<b>Turbo Blower Specification</b>

So that we may effect payment to the Payee(s) listed above, funds to cover payment to the above named Payees should be wired by the Trustee to the Authority’s Operating Account #XXXXXXX607 at Beneficial Bank.

Dated:

By: \_\_\_\_\_  
Authorized Officer

Tracking Id Range: RENEWREPLA to RENEWREPLA Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y  
Account Type: Expenditure First Encumber Date Range: 04/13/18 to 05/10/18 Include Items Without Tracking Id: N  
Account Range: First to Last

Tracking Id Description										Purch. Type	First Encumber Date	Status
P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount					
RENEWREPLA	CAPITAL ITEMS - R&R RESOLUTION											
18-00516	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	TURBO BLOWER SPECIFICATIONS	01-010-6303	1.00	8,000.00	other	05/01/18	Rcvd		
Bid:		0.00	State:	0.00	other:	8,000.00	Exempt:	0.00	Total:	1.00	8,000.00	
Total Tracking Ids:		1	Total Qty:		1.00	Total Amount:		8,000.00				
Total Bid:		0.00	Total State:		0.00	Total other:		8,000.00	Total Exempt:		0.00	

Mount Holly Municipal Utilities Authority  
Regular Meeting of the Board of Commissioners  
May 10, 2018  
Executive Director's Report

- NJPDES Permit Renewal Status Engineering - Resolution # 2015-94: On Monday April 23<sup>rd</sup>, Authority staff toured the Berkley Heights Sewer Authority to learn about their PAA storage and metering. On Tuesday May 8<sup>th</sup> Authority staff will be presenting a discussion detailing the Authority's PAA disinfection project at the Water Environment Association Conference in Atlantic City.
- MHMUA's Website has been updated: Please take a moment to review the MHMUA's new website developed inhouse by Mrs. Boyington who has worked so hard to setting up the pages and associated historical data: [www.MHMUA.com](http://www.MHMUA.com). The website is undergoing minor revisions to work out startup issues as they are identified.
- Eastampton Township - Monmouth Road Sewer Main Replacement Project: On Thursday April 19<sup>th</sup>, a public notice describing this project was hand delivered to Eastampton Township's Administrator, Construction Office and Police Department. The notice was also mailed to Sherwood Village Property management and to all property owners on the 200' list supplied by Eastampton Township. On Tuesday April 24<sup>th</sup>, Booth Mechanical arrived at the project site, removed eight large trees and installed silt fencing near the lake perimeter. Approximately 320' of 16-Inch asbestos cement pipe (ACP) was removed and replaced with 15-Inch SDR35 PVC pipe. Booth Mechanical did a quality job and the project is now complete, except for some finish work and grass seeding. This project will be completed within the bid amount of \$86,942.00.
- Maple Avenue Turbo Blower Replacement Status - Resolution 2017-103 (Contract 2017-17): The Bid Specifications for the replacement blower were publicly opened on Thursday May 3<sup>rd</sup>. Two bids were received as listed below:
  1. Tkt Construction CO, Inc. (Williamstown, NJ) - \$272,900.00
  2. Sub level Installations, Inc. (Lumberton, New Jersey) - \$277,800.00
- 2018 Rate Hearing: The annual Rate Hearing will be conducted at the monthly Board Meeting on June 14, 2018 at 6:00 pm. There are no rate increases related to service billing charges or sewage flow charges. The Postage and Handling Fee will be reduced from \$2.25 per billing cycle to \$ 1.50 per billing cycle for customers outside Mount Holly Township. The classification for Postage and Handling in the Rate Schedule will be changed from Postage and Handling to Processing and Collecting to remain consistent with the language in each of the Sewer Service Agreements with the Townships. An increase in the charge for returned checks will occur due to increased cost from the bank. The connection fee calculation will be finished prior to the rate hearing.
- Postage and Handling Fee Credit - Resolution 2017-110: Since the December 21, 2017 approval of the postage and handling credit, the Authority has received and processed 4,799 credit certification forms. As of May 4<sup>th</sup>, \$109,416.00 has been credited back to the customers' accounts. The end date for postage and handling credit is June 01, 2018.
- Ron Nicholson Scholarship fund: The 2018 Ron Nicholson Scholarship fund request was received and the award will be presented by the Authority at the RVRHS Performing Arts Center on June 6<sup>th</sup>.
- Mount Holly - Pump Station 213 (Garden Street) Resolution # 2017-29: Alaimo Associates has prepared bid documents for Authority review and this should be finalized soon. No change in status for this project since the April 12, 2018 meeting.

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**  
**ENGINEER'S STATUS REPORT**  
**May 3, 2018**

- M-0030-0317      Garden Street Pump Station Replacement
- Alaimo received MHMUA comments on June 1, 2017. Alaimo submitted a proposal to MHMUA to complete the final design on August 22, 2017. Project review meeting with MHMUA was held on October 18, 2017. Proposal for final design will be revised and submitted to MHMUA.
- M-0030-0318      Sanitary Sewer Replacement – Monmouth Road
- Bids were accepted on March 1, 2018. Bid tabulation and recommendation letter will be issued the week of March 5, 2018. **Sanitary main to be completed the week of May 7, 2018.**
- M-0030-0320      Sludge Tank Conversion
- After completing field walk-through, Alaimo will submit a proposal for final design for MHMUA review and comment.
- M-0030-0321      TSST Tank Demolition
- After completing field walk-through, Alaimo will submit a final design proposal for MHMUA review and comment.
- M-0030-0322      Reactor Demolition
- After completing field walk-through, Alaimo will submit a design proposal for MHMUA review and comment.
- M-0030-0323      Odor Control Sludge Tanks/BFP Room
- Alaimo will submit a design proposal for MHMUA review and comment. This will include a conceptual design for the odor control system.
- M-0030-0324      Turbo Blower Replacement
- Alaimo has received MHMUA comments on the design documents. Documents are to be finalized and bids are to be received on May 3, 2018. **Bid tabulation and recommendation letter to be issued the week of May 7, 2018.**
- M-0030-0325      P.S. Corrosion Protection System
- Alaimo to submit a design proposal for MHMUA review and comment.



M-0031-0218      Waverly Pointe Subdivision

Performance Bond reduction letter was issued on September 28, 2017. Received revised as-builts on November 29, 2017. Review and comment letter was issued January 19, 2018. Sanitary mains were tested on January 18, 2018. Developer has requested that Performance Bond has been satisfied and would like to move onto Maintenance Bond. Punch List to be verified.

M-0031-0219      Quaker Steak & Lube

Key Engineers met with the MHMUA and Alaimo on June 14, 2017 to discuss the specifics on the project. Drawings were submitted for review on July 13, 2107. Review and comment letter was issued on December 8, 2017.

M-0031-0221      The Lofts at the Mi-Place

Received revised drawing package on December 11, 2017. Review and comment letter was issued on January 30, 2018. Received documentation package on February 2, 2018. Review and comment letter was issued on February 27, 2018 deeming the documents "Approved".

M-0031-0223      Lennar at Rancocas Creek

Letter sent out addressing contribution to the Garden Street Pumping Station Upgrade on April 13, 2017. Revised drawings were received on June 27, 2017. Received revised documentation package for review on November 9, 2017. Review and comment letter was issued on March 12, 2018.

M-0031-0224      Eastampton Place West

Letter sent out addressing contribution to the Garden Street Pumping Station Upgrade on April 13, 2017. Contractor has completed installing sanitary mains and Manholes as of March 26, 2018.

M-0031-0226      West Rancocas Phase 1B-2-3C

Received drawing package for review on November 13, 2017. Review and comment letter was issued on February 1, 2018. Documents have been noted "Revise and Resubmit". **Received revised drawing package on April 19, 2018. Review and comment letter to be issued.**

DJS/dal



## **SUPERINTENDENT OF OPERATION'S REPORT**

**FOR  
May 3, 2018**

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### **PLANT OPERATIONS**

1. The **MONTHLY DISCHARGE MONITORING REPORT** summary for April, 2018 is included. There were **no violations** for the period.
2. The **YEAR TO DATE CONSUMABLES USAGE REPORT** for April, 2018 is attached.
3. The **SLUDGE QUALITY** data summaries through April, 2018 are attached. There were no significant changes in sludge quality for the period covered.
4. The **COLLECTION SYSTEM OPERATIONS** report for April, 2018 is attached.
5. There were **NO ODOR COMPLAINTS** received during the period covered by this report
6. The **YEAR TO DATE INDUSTRIAL PRETREATMENT ACTIVITIES REPORT** summary for April, 2018 is attached.

Respectfully submitted,

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Joel Hervey

Superintendent of Operations

Source Name	Waste Type	Flow, gpd	Total Gallons	Total Tons	No. of Trucks	Average % Solids	Amount Charged
A & L SEPTIC SERVICES	Septage	12518	388,050		79	0.4	\$15,522.00
A-Action Plumbing, Inc.	Septage	58	1,800		1	0.7	\$72.00
BEMS / BIG HILL LANDFILL	Leachate	323	9,998		2	1.7	\$389.92
BROWN, ALBERT S.	Septage	129	4,000		1	0.7	\$160.00
Burlington County RRF PO# 13-09265	Leachate	23889	740,553		123	0.5	\$13,329.95
Cella's Septic Company	Septage	5581	173,000		43	0.9	\$7,268.00
Champion Contracting, LLC	Septage	2361	73,200		18	0.7	\$3,087.60
DREDGE HARBOR BOAT CENTER LLC	Septage	226	7,000		1	0.1	\$280.00
Deckers Septic	Septage	1065	33,000		10	0.5	\$1,320.00
Dey Farms	Miscellaneous	903	28,000		4	0.2	\$1,400.00
Dolan Septic LLC	Septage	103	3,200		1	1.0	\$128.00
Don E. Miller Cesspool Service	Septage	2065	64,000		16	0.7	\$2,560.00
Drayton	Septage	12103	375,200		86	0.5	\$15,169.00
Drayton Transfer Station	Septage	5319	164,900		35	0.9	\$6,986.00
Fieldsboro	Sludge	161	5,000		1	1.7	\$400.00
First Choice Waste Disposal, LLC	Septage	1452	45,000		9	1.4	\$2,645.00
GROWS Landfill Stormwater	Miscellaneous	3171	98,292		18	0.1	\$1,769.26
Homestead Treatment Utilities, Inc.	Sludge	1471	45,600		8	0.6	\$1,869.60
Jackson Transfer Station	Septage	484	15,000		3	0.6	\$600.00
Joseph J Carbin Plumbing	Septage	218	6,750		3	0.4	\$270.00
Laird & Company	Miscellaneous	523	16,203		3	0.5	\$745.34
Mansfield Farms	Sludge	1923	59,600		9	1.0	\$2,443.60
Medford Township STP	Sludge	10392	322,140		59	1.7	\$17,717.70
Mobile Estates of Southampton, Inc.	Sludge	323	10,000		2	2.0	\$800.00
Palmyra	Sludge	1677	52,000		8	1.3	\$2,600.00
Puglisi Egg Farms. Inc.	Septage	774	24,000		4	0.6	\$960.00
Roman Septic	Septage	1419	44,000		11	0.4	\$1,760.00
Seneca High School	Sludge	323	10,000		2	1.4	\$850.00
State Environmental Services	Septage	397	12,300		3	0.2	\$492.00
Waste Management/Parklands Landfill	Leachate	823	25,500		6	0.3	\$637.50

Total Gallons	Total Tons	No. of Trucks	Amount Charged
2,857,286	0	569	\$104,232.47

### Annual Consumables Summary- 2018

Fund Number	Consumable Name	Unit Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Actual YTDTOT	Actual YTDAVE	Actual YTDCOST	Projected 2018 Quantity	Projected 2018 Costs	2018 Budget
020-6042	City H2O (100 gal)	0.5968	584.77	159.70	192.66	179.31									1116.44	279.11	\$666.29	3349.32	\$1,998.87	\$15,000.00
040-6045	Diesel Fuel (gal) Vehicles	2.8266	116.68	98.23	60.50	104.55									379.96	94.99	\$1,073.99	1,139.88	\$3,221.98	\$10,600.00
020-6044	Diesel Fuel (gal) Gen	2.2414	43.00	130.00	665.70	57.00									895.70	223.93	\$2,007.62	2,687.10	\$6,022.87	\$20,000.00
022-6044	Diesel Fuel (gal) Maple Ave	2.2414	10.00	2.00	155.00	25.00									192.00	48.00	\$430.35	576.00	\$1,291.05	\$5,000.00
020-6106	Ecogrow Nutrients	5.7500	15.00	15.00	15.00	15.00									60.00	15.00	\$345.00	180.00	\$1,035.00	\$2,000.00
020-6041	Electric (100 kwhr)	2.8010	2,492.00	2,016.00	2,240.00	1,960.00									8,708.00	2,177.00	\$24,391.11	26,124.00	\$73,173.32	\$380,000.00
022-6041	Electric (100 kwhr)Maple Ave	10.721	733.91	561.21	375.69	388.13									2,058.94	514.74	\$22,073.90	6,178.82	\$66,221.69	\$200,000.00
020-6102	Hypochlorite (gal)	1.0850	0.00	0.00	0.00	0.00									0.00	0.00	\$0.00	0.00	\$0.00	\$82,000.00
022-6102	Hypochlorite - Maple Ave	1.0850	10.00	88.00	127.00	292.00									517.00	129.25	\$560.95	1,551.00	\$1,682.84	\$2,100.00
020-6105	Lime (lbs)	0.0810	1,100.00	650.00	1,100.00	550.00									3,400.00	850.00	\$275.40	10,200.00	\$826.20	\$1,000.00
020-6104	MgOH (gal)	2.2512	1,320.00	110.00	911.00	630.00									2,971.00	742.75	\$6,888.23	8,913.00	\$20,064.68	\$63,000.00
020-6046	Natural Gas (ccf)	1.0315	12.74	78.20	66.80	20.30									178.04	44.51	\$183.65	534.12	\$550.94	\$7,500.00
022-6045	Natural Gas (ccf) Maple Ave	1.0315	990.221	748.808	747.740	564.010									3,050.78	762.69	\$3,146.88	9,152.34	\$9,440.64	\$5,000.00
020-6101	Polymer (lbs)	1.2900	1,670.00	1,170.00	1,770.00	1,950.00									6,560.00	1,640.00	\$8,462.40	19,680.00	\$25,387.20	\$55,000.00
020-6103	Sodium Bisulfite (gal)	2.2330	0.00	0.00	0.00	0.00									0.00	0.00	\$0.00	0.00	\$0.00	\$25,000.00
040-6045	Unleaded-MUA (gal) Pit Tank	1.6677	29.60	6.50	27.70	60.60									124.40	31.10	\$207.46	373.20	\$622.39	\$139,400.00
040-6045	Unleaded-MUA (gal)	2.4160	317.33	563.81	822.06	587.32									2,290.52	572.63	\$5,533.90	6,871.56	\$16,601.69	
<b>Subtotal</b>																	<b>\$76,047.12</b>		<b>\$228,141.35</b>	<b>\$1,012,600.00</b>
<b>Collection System Consumables</b>																				
040-6104	Bioxide (gals)	2.8300	1,373.00	1,399.50	1,370.40	1,781.70									5,924.60	1,481.15	\$16,766.62	17,773.80	\$50,299.85	\$90,000.00
040-6044	Diesel Fuel (gal) P/S Gen	2.2414	23.00	25.10	37.60	17.40									103.10	25.78	\$231.09	309.30	\$693.27	\$500.00
040-6046	Natural Gas (ccf)	1.0225	95.00	81.00	551.26	63.00									790.26	197.57	\$808.04	2,370.78	\$2,424.12	\$3,500.00
<b>Subtotal</b>																	<b>17,805.75</b>		<b>53,417.24</b>	
<b>Total</b>																	<b>\$23,339.64</b>		<b>\$281,558.59</b>	<b>\$1,016,100.00</b>

## MONTHLY AVERAGE VALUES

PARAMETER	10/16	11/16	12/16	01/17	02/17	03/17	04/17	05/17	06/17	07/17	08/17	09/17	YEARLY AVERAGE		Limits
													This Reporting Period	Last Reporting Period	
POTW Flow	2.88	2.88	2.97	3.43	3.46	3.64	3.29							2.968	5
CBOD5(influent)	278	331	237	286	263	247	242							286.6	n/a
CBOD5(effluent)	< 2	< 2	2.64	3.02	3.14	3.14	< 2							2.3	15
COD(influent)	849	1035	967	789	820	936	1099							896.0	n/a
COD(effluent)	25.5	27.7	36.5	35.4	30	32.4	33.8							36.4	n/a
TSS(influent)	404	580	496	466	618	435	900							538.5	n/a
TSS(effluent)	1	1	2	3	2	0.75	1.5							1.9	30
pH(influent-Max)	9	7.4	7.2	7.2	7.1	6.9	7							8.1	n/a
pH(influent-Min)	6.3	6.7	6.9	6.8	6.5	6.5	6.4							5.8	n/a
pH(effluent-Max)	7.3	7.2	7.2	7.2	7.2	7	7							7.1	9
pH(effluent-Min)	6.7	6.9	6.8	6.7	6.6	6.6	6.6							6.3	6
Oil & Grease (effluent)	< 2.2	< 2.2	< 2.1	4	< 2.2	< 2.2	not yet available							1.7	10
SQAR															
Arsenic	< 12.7	< 11.7	< 12	< 15.1	< 12.3	< 12	< 11.4							<13.1	41
Beryllium	< 6.3	< 5.8	< 6	< 7.5	< 6.2	< 6	< 5.7							<6.5	n/a
Cadmium	< 3.2	< 2.9	< 3	< 3.8	< 3.1	< 3	< 2.9							<3.3	39
Chromium	19.6	23.4	21.5	21.6	21.1	19.6	17.7							26.68	n/a
Copper	685	901	676	631	551	531	555							903.8	1500
Lead	23.3	26.9	26.1	21.9	16.8	20.5	18.1							31.02	300
Mercury	0.86	0.76	0.84	0.48	0.64	0.56	0.47							0.67	17
Molybdenum	< 12.7	< 11.7	< 12	< 15.1	< 12.3	15.6	< 11.4							7.44	75
Nickel	15	18.8	16.5	15.3	14.9	16.1	15							19.92	420
Selenium	< 31.7	< 29.2	< 30.1	< 37.7	< 30.8	< 29.9	< 28.6							<32.6	100
Zinc	1150	1400	1210	1160	960	919	885							1570.0	2800
Cyanide	N/A	N/A	1.9	N/A	N/A	N/A	N/A							1.70	n/a

Unless otherwise indicated, liquid analysis reported in mg/l, sludge reported in mg/kg (dry weight basis), pH reported in Standard Units

FORM AR-5a

NOTE: Sludge limits do not apply to sludge that is not land-applied.  
Most recent permit violation: 1/97 for Effluent Chlorine Residual

**YEARLY TOTALS OF COLLECTION SYSTEM WORK**

**R-23A**

**YEAR 2018**

<b>MONTH</b>		<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
1)	MISCELLANEOUS BEEPER CALL	7	6	7	6									26
2)	MISCELLANEOUS CALLS NOT OURS	2	1	3	3									9
3)	NUMBER OF OVERTIME CALLS	5	4	1	2									12
4)	ACTUAL OTHER BILLABLE MANHOURS	0	0	0	0									0
5)	NUMBER OF FEET OF PIPE CLEANED	15,514	26,608	33,936	33,174									109,232
6)	MANHOLE OVERFLOW INCIDENTS	1	0	0	0									1
7)	LATERAL INSPECTIONS	4	4	6	2									16
8)	MANHOLE INSPECTIONS	24	22	12	14									72
9)	TOTAL NUMBER OF SERVICE CALLS (STOPPAGE)	14	11	6	7									38
10)	NUMBER OF SERVICE CALLS NOT OUR PROBLEM	12	10	6	7									35
11)	NUMBER OF OVERTIME SERVICE	6	6	6	1									19
12)	NUMBER OF REPEAT SERVICE CALLS **	0	0	0	0									0
13)	NUMBER OF SECOND WATER METER READINGS	0	6	8	13									27
14)	NUMBER OF FEET OF PIPE SMOKE TESTED	0	0	0	0									0
15)	NUMBER OF FEET OF PIPE TELEVISED	0	0	0	0									0
16)	MARK OUT REQUESTS	329	364	351	395									1,439

\*\* SAME MAIN IN A 3 MONTH PERIOD

## APRIL 2018 COLLECTION SYSTEM COMMENTS

Pump Station	Date	Electrical Maint Required	Mechanical Maint Required	Pumps Clogging	Generator Problems	Alarm System Problems	Miscellaneous
214	4-6-18	Collection department responded for extended run alarms on each pump. Found level transducer malfunctioning. Techs changed transducer.					
215	4-1-18			Pump # 2 and check valve.			
217	4-11-18	Repaired broken conduits for wet well light.					
222	4-23-18	Low mission battery alarm. Replaced battery.					
223	4-4-18	Low mission battery alarm. Replaced battery.					
235	4-27-18			Pump # 1 and # 2 check valve			

## APRIL 2018 COLLECTION SYSTEM COMMENTS

THERE WAS ONE BIOXIDE DELIVERY MADE IN THE MONTH OF APRIL ON 4-12-2018.

<u>PUMP STATIONS</u>	<u>GALLONS</u>
P/S # 15	
P/S # 19	1,074
P/S # 21	354
P/S # 22	
P/S # 24	
P/S # 25	
P/S # 26	377.9
C.O.B	

THERE WAS TOTAL OF 1,805.9 GALLONS OF BIOXIDE DELIVERED IN THE MONTH OF APRIL.

THERE WERE NO FUEL ADDITIONS MADE IN THE MONTH OF APRIL.

<u>PUMP STATION</u>	<u>GALLONS</u>	<u>PUMP STATION</u>	<u>GALLONS</u>
P/S # 01		P/S # 21	
P/S # 02		P/S # 22	
P/S # 08		P/S # 23	
P/S # 10		P/S # 24	
P/S # 11		E.A.S.	
P/S # 14		H.A.I	
P/S # 15		20 KW	
P/S # 17		100 KW	
P/S # 18		150KW	
P/S # 19			
P/S # 20			



**TABLE AR-4  
SUMMARY OF IWPT MONITORING PROGRAM**

October 2017 through September 2018  
POTW: Mount Holly Municipal Utilities Authority

	CATEGORICAL IUs		NON-SIGNIFICANT CATEGORIAL IUs		SIGNIFICANT/ MAJOR IUs		OTHER REGULATED	
	This Period	Last Period	This Period	Last Period	This Period	Last Period	This Period	Last Period
Number of Industrial Users (IUs) included in POTW Monitoring Program		2		0		1		2
Number of IUs added to POTW Monitoring Program		0		0	1	1		0
Number of IUs eliminated from POTW Monitoring Program		0		0		1		0
Total number of POTW inspections of IUs.		2		0		1		0
Total number of POTW sampling visits to IUs.	1	3		0	1	1		0
Total number of IUs in IPP not sampled.		0		0		0		0
Total number of IUs in IPP not inspected.		0		0		0		0

<sup>1</sup> Includes MHMUA monitoring in lieu of self-monitoring for the following facilities: Dey Farm

**Bulk Waste Monitoring April, 2018**

	April	March	October 2017- September 2018	October 2016- September 2017
1. Number of bulk delivery pH, T.S. and sensory checks:	569	711	4,504	5,951
2. Number of bulk delivery conventional pollutant checks:	10	11	72	108
3. Number of bulk septage sources:	17	15	20	20
4. Number of bulk sludge sources:	7	6	11	13

Sampling (April): Parklands  
Inspections (April): None

TABLE AR-7  
Mount Holly Sewerage Authority NJPDES 0024015  
SUMMARY OF VIOLATIONS OF LOCAL, STATE, AND FEDERAL PRETREATMENT REGULATIONS  
April, 2018

Discharger Name	LLV	S/CWEA	FLV	RV	AO	SE	SN	CC
Burl. Co. Resource Recovery	0	0	0	0	0	0	0	0
Dey Farms	0	0	0	0	0	0	0	0
GROWS Stormwater	0	0	0	0	0	0	0	0
Landfill & Development	0	0	0	0	0	0	0	0
Metal Etching Technology Assoc	0	0	0	0	0	0	0	0
Parklands Landfill	0	0	0	0	0	0	0	0

This Reporting Period	0	0	0	0	0	0	0	0
Last Reporting Period	0	0	0	0	0	0	0	0
Outstanding Actions	0	0	0	0	0	0	0	0

KEY:   LLV       Local Limit Violation  
          S/CWEA    State/CWEA Violation  
          FLV       Federal Limit Violation  
          RV        Reporting Violation  
          AO        Administrative Order, Administrative Consent Order, or Judicial Consent Order Violations  
          SE        Spill/Emergency at Discharger  
          SN        Number of Facilities that are Significant Non-Compliers  
          CC        Number of Facilities Convicted of Criminal Conduct

TABLE AR-8  
Mount Holly Sewerage Authority NJPDES 0024015  
SUMMARY OF POTW COMPLIANCE ACTIONS  
April, 2018

April, 2018

Administrative									Legal/Judicial									
FAC Name	NV	CS	AM	AR	W	AS	SC	O	I	CA	CP	CAA	CAP	SI	SA	PC	CAF	MA
Burl. Co. Resource Recovery	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0
Dey Farms	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0
GROWS Stormwater	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0
Landfill & Development	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0
Metal Etching Technology Assoc	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0
Parklands Landfill	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0

This Reporting Period	0	0	0	0	0	0	0	0	0	0	\$0	0	\$0	0	\$0	\$0	0	0
Last Reporting Period	0	0	0	0	0	0	0	0	0	0	\$0	0	\$0	0	\$0	\$0	0	0

**May 2, 2018**  
**MHMUA STATUS REPORT**  
**Safety Director and Special Projects**  
**MONTHLY UPDATE for April 2018**

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Arc Flash Compliance/Electrical Safety & Lock Out/Tag Out:

- Placed final Pressroom and Sludge Pump LOTO in waterproof boxes in pressroom and pipe gallery
- Assisted the electricians by scanning Eaton Control Cabinet documents for Maple Avenue MCC room

Pursuant to the ongoing Arc Flash and Electrical Safety discussions and the need to conduct Short Circuit, Overcurrent Device Evaluation, Overcurrent Device Coordination and Arc Flash Analysis

- Reviewed several regulatory documents and arc flash related websites to gather additional information to update the existing analysis for both treatment plants and an initial analysis for all pump stations
- Spoke with Rob Winder, Lead Electrician at Cape May County MUA to ascertain how they have or are addressing the issue (outsourced) and revisions to the 2018 Electrical Code and discussed same with Tony
- Reviewed portions (Sections 110 & 130) of NFPA 70E, highlighted the sections pertaining to training, PPE and arc flash analysis and emailed to Tony for review and further discussion
- Continued discussions with Joel, Adam and Tony regarding the Arc Flash and Electrical Safety issue
- Reviewed information from the American Training Institute (AVO Training) on the upcoming training seminars scheduled for July that will focus on Arc Flash analysis and forwarded to Tony
- Reviewed additional information with Tony related to the Arc Flash issue

Collection System:

- Responded with Jason to 49 Ridge Ave to investigate a potential leak/line break and found it to be an issue with New Jersey American Water
- Responded with Bob to 414 Parkview Drive to investigate a potential sewer backup into the basement and found it to be an issue with the homeowner's lateral
- Working with Adam to address the ongoing storm damage issues at pump station 219
  - Met with Adam and Craig to photograph damaged trees, measure the area and provided a project overview with pictures of the damage and suggestions to address same

Confined Space:

- Monitored plant personnel for compliance with confined space entry policies and procedures while working in and around the post aeration tank at Rancocas Road and the Clarifiers at Maple Avenue
- Assist electricians by setting up confined space retrieval equipment and acting as attendant for confined space entry at pump station 214 so that they could return the control cabinets to the normal location inside the station

Electronic Records Imaging and Information Management System (RMS/DIMS):

NO CHANGE IN STATUS

Emergency Action and Response and Plan:

- The Plan continues to be updated based on changes in operation or exposure
  - Updated the Emergency Action Plan (EAP) section of the Emergency Action and Response Plan (EARP) based on the revisions made by the manufacturer to the Safety Data Sheet (SDS) for Bioxide

Employee Related Assistance:

- Discussions with and provided assistance to Adam to address various ongoing personnel issues (failure to follow safety or other policies and procedures, communication, lateness, etc.)
- Call from Jim Lutes to advise he was involved in a motorcycle accident and would most likely require surgery
  - Emailed info to John, Joel and Adam
  - Met with Jim's wife to review her documents needed to open the MetLife claim, copied and provided to John
- Discussions with Craig regarding problems related to his short term disability claim with MetLife (improper payment, lack of response, faxing of forms, etc.)

Environmental Stewardship and Management System Program – ESMS:

- Reviewed the EPA Workplace Chemical Hazard Alternative and Substitution program for inclusion in the MHMUA
- Updated:
  - The ESMS Introduction and policy documents
  - Completed the drafts of the Chemical Substitution & Alternatives Assessment information check sheets
  - Completed a draft of the Environmentally Beneficial Landscaping document
  - Researched and reviewed information on photovoltaic panels and wind energy as part of the ESMS
  - Reviewed the conversion calculators, printouts and UGLY™S Electrical Reference handbook as part of above

- Provided information to Joel, Adam and Tony regarding the use of technology to communicate and monitor the collection system SCADA (Mission) system to address the trip reduction requirements of the ESMS

#### First Aid Kits & Safety Equipment:

- Refilled the first aid at both plants
- Updated the burn kits at both plants, including all departments and vehicles that have assigned kits and ordered and updated each kit 12" x 16" facial burn dressings
- Update and labeled the new PPE for the rotating drum thickener building to include face shields, goggles and aprons
- Ordered additional ResQ-Discs to replace the old life rings at both plants with training scheduled for the beginning of May
- Printed safety labels for maintenance to be affixed to piping and outer cabinet of new mag blower and electricians for control cabinets, panels or disconnects
- Ordered a 28' fiberglass type 1AA extension ladder from Atlas Ladders to replace the damaged ladder on truck 10
- Provided additional fall protection for plant operators
- Calibrated and inspected multi gas meter used by Collections

#### NJDEP:

- Emailed the NJDEP Central Office (Air) and Martchela Popova, Compliance and Enforcement Officer (Air) about the potential need to apply for an extension for the Initial Notification To Temporarily Replace Permitted Source Operations for Construction, Repair and Maintenance (CRM) Activities
  - Call from Martchela Popova to discuss the extension request and she advised that:
    - ☐ The NJDEP does not grant extensions of CRM requests
    - ☐ The CRM will expire 90-days from submittal (March 8th – June 6<sup>th</sup>) whether generator A is repaired or not
    - ☐ At the time of or prior to the CRM expiration
    - ☐ The NJDEP will issue a Notice of Violation (NOV) for the permitted device (Gen A)
    - ☐ The rental generator must be either removed or permitted by the Authority

#### Peracetic Acid (PAA) Trial / Acid Magic:

- Continue to monitor employee interaction with product to make sure the proper PPE is being used and that no problems or failures occur with same
  - Adam and I met with plant operators regarding an issue where the use of PPE came into question
- Discussion with plant operators regarding the need for specific PPE while using Acid Magic to clean the disc filter membranes
  - Posted Acid Magic PPE Selection Charts and Emergency Action Plans (EAPs) at the storage shelf located at the base of the disc filter steps and at the entry to disc filters

#### Qualified Purchasing Agent (QPA):

- Attend a QPA continuing education seminar "Government Unplugged" as part of the three year renewal process and emailed notes from the meeting to Brandy as the Authority's CPR

#### Right-To-Know:

NO CHANGE IN STATUS

#### Safety Committee Activities:

- Completed a Job Safety Observation of electrical and maintenance personnel working to connect the rental generator at plant 2
- Observed and suggest improvements to temporary traffic control zone set up by plant operators on Rancocas Road as they cleaned the flower beds
- Observed maintenance personnel making repairs to Rotating Drum Thickener (RDT)
- Processed the Safety Committee meeting agenda, emailed to all Committee members, chaired Safety Committee meeting, processed meeting minutes and emailed to Committee members

#### Safety Manual:

- Continuing to make revisions to the safety manual to address operational concerns or exposures

#### Spill Prevention Control and Countermeasure (SPCC):

- Respond to after-hours phone call from George at (12:30am) to direct the cleanup of diesel fuel that spilled from two tankers while driving through the Rancocas Road. Plant operators placed absorbent over the fuel, cleaned up after allowing time for absorption, and double bagged absorbent. Bags were inspected and properly disposed

of the next day. Although no product entered the storm drains, tidal water or the banks of same, completed the SPCC spill incident report and attached to the plant incident report to update claims file

- Refilled both oil spill kits with 3" x 10' and 3" x 4' absorbent socks and pads (both universal) and labeled kits, relocated kits to the polymer room (close the generator C and industrial waste pump station and emailed all personnel
- Responded to small hydraulic fluid on the SRF pad caused by a damaged hydraulic line on a hauler's truck
- Updated the (SPCC) policy to reflect changes in:
  - Operation and exposure (removal of fuel tanks)
  - The ability to complete self-certification of the policy
  - Labeling and identification of all storm sewer locations
  - Development and inclusion of updated incident report forms
  - The updated contents in the spill kits at Rancocas Road

#### Training and Safety Bulletins:

- Made several revisions to Arc Flash, Electrical & LOTO power point and provided 4 training programs
- Developed a Chemical Safety power point to highlight concerns for Acid Magic, Bioxide, Diesel Fuel, Gasoline, Peracetic Acid, Sodium Bisulfite and Sodium Hydroxide and provided 6 training programs
  - Adam and I met with plant operators to review the approved process to change-out of PAA totes and the Operator's request to drop down from three to two employees. It was decided to stay with the original plan of three operators to maintain a level of safety if an emergency should occur during the tote change-out
- Develop a Power Point for Spill Prevention Control and Countermeasure (SPCC) and the Emergency Action Response Program (EARP) and provided 5 training programs
- Provided 5 Confined Space Entry & Excavation training programs
- Update the Communicable Disease/Waterborne Pathogens power point for training scheduled for May 1<sup>st</sup> – 3<sup>rd</sup>
- Completed 6 page evaluation and summary as part of the AHA Instructor Training Network to address potential changes to the AED/CPR and First Aid programs
- Reviewed the PPT for the upcoming plant meeting that Adam provided and make additions or revisions to the safety slides for complacency, hazard identification, claims reporting and investigation and activity

#### Completed Safety Bulletins for:

- Office Safety regarding Cleanliness and the Spread of Norovirus (completed but not yet distributed)
- Workplace Fire Safety and Evacuation for 1 Park Drive, and occupied facilities at Maple Ave and Rancocas Road (Completed and distributed)
- Excavation Safety (Not distributed as there is a need to add pictures and fine tune)

#### Work Zone Safety:

- Reviewed information related to work zone accident that involved a private pipe contractor working on Rancocas Road installing pipe for another utility to determine if Authority policies need to be revised
- Researched the Manual for Uniform Traffic Control Devices (MUTCD) and completed 3-page Work Zone Safety bulletin
- Laminated Work Zone Safety Bulletins and distributed to all departments to be displayed in their department
- Emailed the Safety Bulletin to the NJUA Executive Safety Committee to be considered for distribution to NJUA members and/or for use at the upcoming the Safety Expo

### **2018 Activity**

#### **2018 Employee Incident/Injury Reports – Workers Compensation - \* Indicates submission to Qual Lynx\***

<b>DOL</b>	<b>Lost Time Days</b>	<b>Restricted Duty Days</b>	<b>DESCRIPTION</b>	<b>TYPE</b>
*1/3/18*	0	3	Turned ankle, claim is now closed	Sprain/Strain
1/15/18	0	0	No offsite treatment required	Slip & Fall
2/3/18	0	0	No offsite treatment required	Fall/Struck Against
3/2/18	0	0	No offsite treatment required	Fall/Struck Against

- Updated claims Excel file, repeater report, reassigned former employee claims info, and combined 2005 -2017

**2018 General Liability – \* Indicates submission to Qual Lynx\***

DOI	DESCRIPTION	
*1/1/18*	20 Buttonwood, Mount Holly	Sewer backup into basement from surcharged line in street. Cleaned up by All Risk. Claim is now closed
1/25/18	9 Cove Court, Lumberton	The incident was unrelated to Authority operations
2/3/18	201 Canary Lane, Mount Holly	Sewer backup into basement from surcharged line in street. Cleaned up by All Risk. Claim is now closed

**2018 Property/Automobile Damage – \* Indicates submission to Qual Lynx\***

DOI	DESCRIPTION	
1/5/18	Pump Station 221	The taillight of Authority vehicle was cracked when snowplowing
*1/13/18*	Pump Station 228	Processed and submitted all claim forms, pictures and related information and claim is closed
3/7-8/18	Generator A Plant 2 Rancocas Road WWTP	Generator A ongoing claim, see NJDEP section and below for additional information
12-28-17	Elevated Rail Trestle, Rails-To- Trails, Creek Island Park	Fence has been repaired and the claim is closed.

**Generator A - Additional Information:**

- Met with Anthony Fragale of CNA and Tony Fisher to look at generator A
- Provided Anthony with a copy of the claim forms and statements initially submitted to Elaine at Qual Lynx and Todd at CNA.
- Responded to additional calls and/or emails from Anthony regarding the parts and other matters related generator A
- Updated the claim file for generator A and emailed copy to Brian Monaghan.
- Several discussions with Tony about Atlantic Switch & Generator and generator A.
- Reviewed several interoffice emails that had been sent regarding generator A that I was not but should have been copied on
- Discussion with Adam about the rental generator, replacements for generators A & B and pricing previously obtained from State contract vendors
- Provided previous generator pricing information to Tony for his files
- Received and reviewed email from Atlantic Switch and Generator related to generator A repairs and forwarded same to CNA
- Phone conversations and email to/from Todd Zarzecki of CNA and Eric Concepcion of Atlantic Switch and Generator requesting that billing information be switched to either CNA or the NJUA for processing to eliminate a concern regarding potential violation of the LPCL for the rental generator
  - Additional calls and emails to/from Eric and Todd to confirm the changes as requested will be made by regarding the changes to be made by Atlantic Switch and Generator
- Emailed the NJDEP Central Office (Air) and Martchela Popova, Compliance and Enforcement Officer (Air) about the potential need to apply for an extension for the Initial Notification To Temporarily Replace Permitted Source Operations for Construction, Repair and Maintenance (CRM) Activities
  - Call from Martchela Popova to discuss the extension request and she advised that:
    - The NJDEP does not grant extensions of CRM requests
    - The CRM will expire 90-days from submittal (March 8th – June 6<sup>th</sup>) whether generator A is repaired or not
    - At the time of or prior to the CRM expiration
      - The NJDEP will issue a Notice of Violation (NOV) for the permitted device (Gen A)
      - The rental generator must be either removed or permitted by the Authority

<b>2018 Training Programs</b>	<b># of Seminars</b>
<b>Employment Practice Liability (Harassment) presented by Authority Solicitor – Feb. 23, 2018</b>	<b>2</b>
<b>Electrical Safety, Arc Flash Lockout/Tagout – April 3 &amp; 5, 2018</b>	<b>4</b>
<b>Chemical Safety (Peracetic Acid/Acid Magic/Sodium Bisulfite/Sodium Hypochlorite) – April 10 &amp; 12, 2018</b>	<b>6</b>
<b>Spill Prevention Act – SPCC &amp; EAP Reviews – April 17, 18, &amp; 19, 2018</b>	<b>5</b>
<b>Confined Space Entry/Fall Prot./Meters, with Focus on Non-Entry Rescue – April 24 &amp; 26, 2018</b>	<b>5</b>
Bloodborne/Waterborne Pathogens – May 1 & 3, 2018	
Fire Extinguishers / Fire Safety – Fire Prevention Plan / Flammable & Comb. Liquids/Hot Work & Welding – May 15 & 17, 2018	
PPE/Respiratory/SCBA/Hearing Conservation – May 22 & 24, 2018	
Chain Saw Operations, Powder Actuated Tools (Hilti, Ramjet) Shop and Tool Safety – June 5 & 7, 2018	
Defensive Driving/Coaching the Maintenance Vehicle Operator – June 12 & 14, 2018	
Asbestos, Silica & Lead Awareness <i>Including NJ Dry Cutting Law</i> – June 19 & 21, 2018	
Emergency Preparedness – Six Parts – To Be Determined	
<b>TOTAL</b>	

### **2018 ACTIVITY**

#### **Permit Required Confined Space Entries – January 1, 2018 thru December 31, 2018**

<b>2018 Confined Space Entry Activity by Location</b>													
<b>Rancocas Road Treatment Plant</b>													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Grit/Screen	0	106	0										106
Trickling Filters	2	2	0										4
Other	1	0	0										1
<b>TOTAL</b>	<b>3</b>	<b>108</b>	<b>0</b>										<b>111</b>
<b>Maple Avenue Treatment Plant</b>													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>0</b>										<b>3</b>
<b>Collection System – (To be reported quarterly) ** Air Relief Valves/Contract Stations</b>													
	Jan – Mar			April – June			July – Sept			Oct – Dec			
Pump Stations	79	63	73										215
<b>Combined</b>	<b>82</b>	<b>174</b>	<b>73</b>										<b>329</b>

#### **Hot Work Permits – (for welding/cutting/brazing/grinding) - January 1, 2018 thru December 31, 2018**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
<b>Plant R &amp; M</b>	<b>0</b>	<b>1</b>	<b>0</b>										<b>2</b>



**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY  
BANK BALANCE REPORT  
APRIL 2018**

<b><u>BANK ACCOUNTS</u></b>	<b><u>REGISTRATION</u></b>	<b><u>AMOUNT</u></b>	
Beneficial Bank	MHMUA Escrow Account	\$	230,881.63
Beneficial Bank	MHMUA Self Insured UE Fund	\$	39,032.41
Beneficial Bank	MHMUA Payroll	\$	9,844.47
Beneficial Bank	MHMUA Operating Fund	\$	629,488.77
Beneficial Bank	MHMUA Trustee Deposit Account	\$	973,571.81
Beneficial Bank	MHMUA FSA Account	\$	4,181.11
		<b>\$</b>	<b><u>1,887,000.20</u></b>

**ACCOUNTS HELD IN TRUST**

T.D. Wealth Management	Debt Service Reserve	\$	3,929,310.14	In Trust
T.D. Wealth Management	Revenue Fund	\$	2,400,483.50	In Trust
T.D. Wealth Management	Renewal & Replacement	\$	10,101,556.28	In Trust
T.D. Wealth Management	Debt Service Fund	\$	2,589,048.75	In Trust
		<b>\$</b>	<b><u>19,020,398.67</u></b>	

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<b>Debt Service payment June 1, 2018:</b>		
Total Debt Payment 6/1/2018	\$	428,393.76
Balance 4/30/2018	\$	2,589,048.75
<b>Debt Service (Required)/Available</b>	<b>\$</b>	<b><u>2,160,654.99</u></b>

<b><u>DEBT SERVICE SCHEDULED PAYMENTS (P&amp;I) FOR 2018:</u></b>			<b><u>NJEIT FEES</u></b>
Due 2.1.18	\$	310,433.64	18,960.00
Due 6.1.18	\$	428,393.76	
Due 8.1.18	\$	1,293,432.57	18,960.00
Due 12.1.18	\$	968,393.76	
	<b>\$</b>	<b><u>3,000,653.73</u></b>	<b><u>\$ 37,920.00</u></b>

[illegible]

[illegible]