

To: Mount Holly Municipal Utilities Authority
From: Robert G. Maybury, Executive Director
Date: May 09, 2019
Subject: Regular Meeting

There will be a Regular Meeting of the Mount Holly Municipal Utilities Authority held on Thursday, May 09, 2019 at 6:00 PM in the 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____, Mrs. LaPlaca____

Verification of Notice

Pledge of Allegiance

Public Comments on Action Items

Approval of Minutes

Regular Meeting Minutes from April 11, 2019.
Executive Meeting Minutes from April 11, 2019 Resolution 2019-50.

Old Business

Resolution 2019-47 A resolution approving the release of performance bond for Waverly Point Lumberton Township.

New Business

Resolution 2019-55 A resolution approving **S-1** application for approval of sewer construction plans between the Mt. Holly Municipal Utilities Authority and Shayona Donuts, LLC in Westampton Township.

Resolution 2019-56 A resolution approving the **S-2** service agreement between the Mt. Holly Municipal Utilities Authority and Shayona Donuts, LLC in Westampton Township.

Resolution 2019-57 A resolution approving **S-3** application for approval of sewer construction plans between The Mt. Holly Municipal Utilities Authority and Hirshland & Company for Dunkin Donuts in the Township Hainesport.

Resolution 2019-58 A resolution approving **S-3** application for approval of sewer construction plans between The Mt. Holly Municipal Utilities Authority and Keating Urban Partners, LLC for West Rancocas Redevelopment Area-Phase 1B,2,3C.

Resolution 2019-59 A resolution approving **S1NR** application for approval of sewer construction plans between the Mt. Holly Municipal Utilities Authority and Smithville Park Maintenance Facility, Eastampton Township.

Resolution 2019-60 A resolution approving the **S-2** service agreement between the Mt. Holly Municipal Utilities Authority and Smithville Park Maintenance Facility in Eastampton Township.

Resolution 2019-61 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the sale of surplus personal property no longer needed for public use through an online auction (GOV DEALS)

Resolution 2019-62 A resolution approving salary adjustment for Michael Dehoff, Financial Administrator and Chief Financial Officer

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 2019-51 A resolution approving the operating expenses for the month of April
- *Resolution 2019-52 A resolution approving the sewer refunds for the month of April
- *Resolution 2019-53 A resolution approving the expenditures for the month of April from the escrow fund.
- *Resolution 2019-54 A resolution approving the expenditures for the month of April 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 2019-__)
Adjournment 1st Motion _____ 2nd 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 Burlington County Times on February 19, 2019, and the Courier-Post on February 20, 2019. On Monday, May 06, 2019 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 Reorganization Meeting Minutes April 11, 2019

The reorganization meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, April 11, 2019 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Robert Silcox, Vice Chairman
Mr. Christopher Banks, Commissioner
Mr. Jason Jones, Commissioner
Mrs. Gina LaPlaca, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer
Mr. Anthony Stagliano, Safety Director & Special Projects
Ms. M. Lou Garty, Esq The Garty Law Firm
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Ms. Brandy C. Boyington, Board Secretary

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

Verification of Notice

Executive Director Maybury verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Burlington County Times on February 21, 2018 and the Courier Post on February 21, 2018. On Monday, April 08, 2019, 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 None

Public Comments on Agenda Items Only Luis Lopez from 98 Levis Drive, Mt. Holly NJ asked for clarity on Resolution 2019-41, 2019-47. Executive Director Maybury explained resolution 2019-41 is a refund to Authority Employees who contribute to their health care plan expenses as required under New Jersey’s Chapter 78 contribution requirements. The employees are contributing an average of twenty percent of the actual costs for their Health Insurance. The Authority received a dividend check from the Insurance Fund and this resolution allows the employees to receive their portion of the dividend. Executive Director Maybury continued explaining that resolution 2019-47 is to release a performance bond for a development of 25 homes constructed in Lumberton at the interception of Municipal Drive and Eayrestown Road. This resolution is likely to be “tabled” until a later meeting because there are several outstanding items requiring attention prior to release.

Oath of Office to Jason Jones

Approval of Minutes

Commissioner Silcox moved for the approval of Regular Meeting Minutes of February Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

Nays:

Absent:

Abstain:

New Business:

Resolution 2019-41

A resolution of the Mt. Holly Municipal Utilities authorizing a refund to employees.

Commissioner Silcox moved for the approval of Resolutions 2019-41. Commissioner Jones seconded the motion. At the call of the roll the vote was:

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

Nays:

Absent

Abstain:

Resolution 2019-46 A resolution approving **S-3** application for approval of sewer construction plans between The Mt. Holly Municipal Utilities Authority and The Colby Group, Inc (Dixie Chix) for restaurant with drive thru in the township of Mt. Holly/Lumberton.

Executive Director Maybury stated this approval allows the construction plans to be formally adopted by the Authority. Commissioner Silcox moved for the approval of Resolutions 2019-46. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

Resolution 2019-47 A resolution approving the release of performance bond for Waverly Point Lumberton Township.

Mr. Skibicki from Alaimo Associates stated he will send out a letter to the developer for the outstanding items. Commissioner Silcox moved to table Resolutions 2019-47. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

Resolution 2019-48 A resolution authorizing the award of a non-fair and open contract for one Danfos/Vacon variable frequency drive.

Executive Director Maybury stated this Resolution is to purchase a variable frequency drive to control an existing turbo blower that was recently repaired and then experienced an unexpected failure. The failed blower unit was sent back to the factory in Houston where repairs will be made under warranty. The replacement drive outlined on this resolution controls this “jet engine” like blower. Out of pocket expense for the Authority are estimated at about three thousand dollars for the variable frequency drive, factory programming and other miscellaneous expenses once an insurance coverage payment is received.

Commissioner Jones moved for the approval of Resolution 2019-48. Commissioner Silcox seconded the motion. At the call of the roll the vote was:

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

Resolution 2019-49 A resolution approving the proprietary purchase of discs for the disc filters.

Executive Director Maybury explained when the Authority upgraded the Rancocas Road treatment facility, the outdated sand filter filtration technology was replaced with a membrane type technology. The Authority is experiencing failures with these disc filter’s panels. Each of the three disc filter units utilize 420 individual filter panels. During the initial installation contract, the Authority locked in a price of \$80.00 per replacement panel and the panels were expected to last approximately eight to ten-years. Executive Director Maybury continued stating the Authority has now been operating these disc filters for ten years and the time to purchase replacement panels is here. It is anticipated that replacement of one set per year at a cost of about \$33,000 per unit. Mr. Stagliano, the Authority’s QPA, explained this resolution is not asking to purchase the panels, the resolution is asking for approval from the board to advertise a proprietary bid specification to purchase the replacement filters. The contract will be structured for a three-year option to buy everything in one year or to purchase over a specific period of time. Commissioner Silcox moved for the approval of Resolution 2019-49. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

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 2019-37	A resolution approving the operating expenses for the month of February 2019.
*Resolution 2019-38	A resolution approving the sewer refunds for the month of February 2019.
*Resolution 2019-39	A resolution approving the expenditures for the month of February 2019 from the escrow fund.
*Resolution 2019-40	A resolution approving the expenditures for the month of February 2019 from the improvement replacement fund.
*Resolution 2019-42	A resolution approving the operating expenses for the month of March 2019.
*Resolution 2019-43	A resolution approving the sewer refunds for the month of March 2019.
*Resolution 2019-44	A resolution approving the expenditures for the month of March 2019 from the escrow fund.
*Resolution 2019-45	A resolution approving the expenditures for the month of March 2019 from the improvement replacement fund.

Commissioner Silcox moved for the approval of Resolutions 2019-37 through 2019-45. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

Nays:

Absent

Abstain:

Communications None

To be presented by the public Luis Lopez from 98 Levis Drive, Mt. Holly NJ asked if there were any updates on the solar fields located at 26 Maple Avenue, Waverly Point location and if there are radiation detectors at the Authority’s treatment facilities. Executive Director Maybury answered Mr. Lopez stating there are no updates on the solar panels nor are there radiation detector at either treatment facility. Luis Lopez asked if the infrastructure at Waverly point was installed and Executive Director Maybury confirmed it is installed and there are a few outstanding punch list items for the developer to handle before release of the performance bond.

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury wanted to recognize two Authority retirees; Russ Lingle III, who worked as an operator/supervisor for 36 years retired on February 28, 2019. Chris Rabeau, who has had a long and successful career in the Authority’s Laboratory will be leaving on April 30, 2019. Both of these employees will be missed and we wish them well on their new life paths. Executive Director Maybury continued explaining a new restaurant will be opening next week, Deb’s Jamaican Pot Restaurant located at 38 High Street. Soil boring will start for the Garden Street Pump Station on April 22nd. The Fernmoor working on the apartments at the former Lakes Appliance located at 73 Washington Street is preparing to do a sewer replacement from their building into the Washington Street sewer main. Richard May, a business owner from Lumberton is interested in connecting his business and the former Flanagan’s Towing property to the Ark Road pumping station. A few dates to remember; Career Day on 4/12/2019 will be attended by Authority employees at the F.W. Holbein School and on May 4, 2019 a Rain Barrel making event will be held at the Maple Avenue Treatment Facility.

Report of the Engineer The Report of the Engineer was received. Mr. Skibicki stated he will be issuing the Authority a hydraulic analyst letter for the Wellington Farms project in Lumberton.

Report of the Operations Superintendent The Report of the Operations Superintendent was received. Executive Director Maybury stated on behalf of the Operations Superintendent the Authority had an NJDEP inspection on March 22, 2019 and today a letter was received from the inspector and the Authority passed the inspection. Executive Director Maybury followed with a “great job” to the collections staff as the Authority continues to receive positive feedback from regulatory inspectors.

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

Report of the Solicitor Nothing to add.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. The field work for the Audit is complete, waiting on the state pension report and hope to have on the May’s agenda for acceptance.

Other new business None

Matters to be presented by the Commissioners None

Executive Session for personnel and possible contract no action.

Adjournment 1st Motion Commissioner Jones 2nd Motion Commissioner LaPlaca Time: 6:38PM

**** Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington, Secretary

THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
RESOLUTION 2019-47
RELEASING
PERFORMANCE GUARANTEES

WHEREAS, The Mount Holly Municipal Utilities Authority (hereinafter "Authority") has caused an inspection to be made of the sanitary sewer extensions installed in Waverly Point (hereinafter "Project"); and

WHEREAS, the inspection has revealed that the sanitary sewer extensions for the Project were installed and tested in accordance with the rules, regulations and specifications of the Authority; and

WHEREAS, the consulting engineer to the Authority and the Authority has recommended the release of the performance and maintenance guarantees posted for the Project.

NOW, THEREFORE, BE IT RESOLVED this 9th day of May, 2019 by The Mount Holly Municipal Utilities Authority that:

1. The sanitary sewer extensions for the Project be and the same are hereby accepted by The Mount Holly Municipal Utilities Authority.
2. The performance guarantee previously posted in the amount of \$_____ is hereby released. In accordance with a letter from Richard A. Alaimo dated _____.
3. A maintenance guarantee will be provided in the amount of \$23,666.85

THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

By: _____
Jules Thiessen, Chairman

ATTEST:

Brandy C. Boyington, Secretary

RESOLUTION 2019-55

A Resolution approving n S1 application for Sewrage Service between The Mount Holly Municipal Utilities Authority and Shayona Donuts, LLC- for a fast food restaurant in Westampton Township identified on block 904 lot 3.01

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 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. 1957, c. 183) 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, Shayona Donuts, LLC.; (hereinafter “Applicant”) has its address or principal place of business at 802B Woodlane Road, Westampton NJ 08060; and

WHEREAS, the Applicant proposes to construct a Restaurant to be known as the Shayona Donuts (hereinafter “Project”) on Block 904, Lot 3.01 in the Township of Westhamton; and

WHEREAS, the Applicant has received preliminary approval for the Project from the Township of Westampton Land Use Board on July 11th, 2018; 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, that 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 09, 2019.

[SEAL]

Brandy C. Boyington, Secretary

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

RESOLUTION 2019-56

A RESOLUTION APPROVING AN S-2 SERVICE AGREEMENT BETWEEN THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND SHAYONA DONUTS, LLC FOR SANITARY SEWERAGE SERVICE

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 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. 1957, c. 183) 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, Shayona Donuts, LLC hereinafter "Applicant") has its address or principal place of business at 802B Woodlane Road, Eastampton NJ 08060; and

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

WHEREAS, the covenants and conditions contained in the S-2 Service Agreement embody the entire agreement between the Authority 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, that the S-2 Service Agreement between the Authority and Applicant for Sanitary Sewerage Service for Shayona Donuts, 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 09, 2019.

Brandy C. Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

RESOLUTION 2019-57

**A RESOLUTION APPROVING S-3 APPLICATION FOR APPROVAL OF SEWER
CONSTRUCTION PLANS BETWEEN THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY AND HIRSHLAND & COMPANY TOWNSHIP OF
HAINESPORT BLOCK 96 & LOT 1.01 & 1.04**

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "MHMUA"), 1 Park Drive, 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, Hirshland & Company, LLC; (hereinafter "Applicant") has its address or principal place of business at 1055 Westlakes Drive, Suite Berwyn, PA 19312; and

WHEREAS, the Applicant proposes to build (five) 5 strip stores of varying sizes with a total area of 12,603 square feet and an additional stand-alone cafe in the Township of Hainesport; and

WHEREAS, the Applicant has received final approval for the Project from the Township of Mt. Holly Land Use Board on _____; and

WHEREAS, the Applicant has submitted an S-3 Application for Approval of Sewer Construction Plans to the MHMUA for consideration; and

WHEREAS, the MHMUA and the MHMUA's Consulting Engineer have reviewed the submitted sewer construction plans and profiles and recommended approval of; and

WHEREAS, the Applicant has certified the statements made on the submitted S-3 Application for Approval of Sewer Construction Plans are true.

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority, the S-3 Application for Approval of Sewer Construction Plans 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 09, 2019.

Brandy C Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

RESOLUTION 2019-58

**A RESOLUTION APPROVING S-3 APPLICATION FOR APPROVAL OF SEWER
CONSTRUCTION PLANS BETWEEN THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY AND KEATING URBAN PARTNERS, LLC
TOWNSHIP OF MT. HOLLY**

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "MHMUA"), 1 Park Drive, 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, Keating Urban Partners, LLC; (hereinafter "Applicant") has its address or principal place of business at 1600 Arch Street, Suite 100, Philadelphia, PA 19103; and

WHEREAS, the Applicant proposes to build PART 1- Townhouses in the Township of Hainesport; and

WHEREAS, the Applicant has received final approval for the Project from the Township of Mt. Holly Land Use Board on _____; and

WHEREAS, the Applicant has submitted an S-3 Application for Approval of Sewer Construction Plans to the MHMUA for consideration; and

WHEREAS, the MHMUA and the MHMUA's Consulting Engineer have reviewed the submitted sewer construction plans and profiles and recommended approval of; and

WHEREAS, the Applicant has certified the statements made on the submitted S-3 Application for Approval of Sewer Construction Plans are true.

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority, the S-3 Application for Approval of Sewer Construction Plans 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 09, 2019.

Brandy C Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

RESOLUTION 2019-59

**A RESOLUTION APPROVING AN S-1NR APPLICATION FOR SEWAGE SERVICE
BETWEEN THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND SMITHVILLE
PARK MAINTENANCE FACILTY IN EASTAMPTON TOWNSHIP**

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 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. 1957, c. 183) 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, Burlington County Board of Chosen Freeholders.; (hereinafter “Applicant”) has its address or principal place of business at 49 Rancocas Road, PO Box 6000, Mt. Holly NJ 08060; and

WHEREAS, the Applicant proposes to construct a Maintenance Facility (hereinafter “Project”) on Block 1300, Lot 66 in the Township of Eastampton; and

WHEREAS, the Applicant has received preliminary approval for the Project from the Township of Eastampton Land Use Board on _____; and

WHEREAS, the Applicant has submitted an S-1NR 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-1NR Application for Sewerage Service are true.

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority, that the S-1NR 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 09,2019.

Brandy C. Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

RESOLUTION 2019-60

A RESOLUTION APPROVING AN S-2 SERVICE AGREEMENT BETWEEN THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND SMITHVILLE PARK MAINTENANCE FACILITY IN EASTAMPTON TOWNSHIP FOR SANITARY SEWERAGE SERVICE

WHEREAS, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 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. 1957, c. 183) 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, Burlington County Freeholders hereinafter "Applicant") has its address or principal place of business at 49 Rancocas Road, Mt. Holly NJ 08060; and

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

WHEREAS, the covenants and conditions contained in the S-2 Service Agreement embody the entire agreement between the Authority 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, that the S-2 Service Agreement between the Authority and Applicant for Sanitary Sewerage Service with Burlington County Freeholders, is hereby approved.

	<u>Record Vote</u>			
	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 09, 2019.

[SEAL]

Brandy C. Boyington, Secretary

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY_____
Jules Thiessen, Chairman

Resolution No. 2019-61
RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER
NEEDED FOR PUBLIC USE THROUGH AN ONLINE AUCTION

WHEREAS, The Mount Holly Municipal Utilities Authority is the owner of certain personal property (the ("PROPERTY") as hereinafter described; and

WHEREAS, the MHMUA has determined that the Property is no longer needed for public use; and

WHEREAS, the MHMUA has determined to offer the Property for sale through an online auction conducted by GovDeals, Inc., under New Jersey State Contract 70967, in a manner consistent with the aforesaid Sate Contract and Local Finance Notice ("LFN") 2010-9.

NOW, THEREFORE, BE IT RESOLVED on this 9th day of May, 2019, by the Mount Holly Municipal Utilities Authority as follows:

1. The Property hereinafter described in this Resolution is no longer needed for public use.
2. The Property is hereby authorized to be sold on an "As-Is" basis to the successful bidder through an on-line auction conducted by Gov Deals, Inc. under New Jersey State Contract 70967, in a manner consistent with LFN 2010-9.
3. The address at which the Property Shall be sold is www.GovDeals.com.
4. The terms and conditions of the agreement entered with GovDeals are available on the website of GovDeals and from the MHMUA..
5. A notice announcing the auction of the Property and the manner of sale shall be published once as a legal advertisement in the official newspapers of the MHMUA.
6. The sale of the Property shall be held not less than seven or more than fourteen days after the latest publication notice.
7. A copy of the Resolution shall be sent to the New Jersey Department of Community Affairs, Division of Local Government Services, PO Box 803, Trenton New Jersey, 08625-0803
8. A description of the property to be sold is as listed on attached.

THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

By: _____
Jules Thiessen, Chairman

ATTEST:

Brandy C Boyington, Board Secretary

RESOLUTION 2019-62

**A RESOLUTION APPROVING SALARY ADJUSTMENT FOR MICHAEL DEHOFF,
FINANCIAL ADMINISTRATOR AND CHIEF FINANCIAL OFFICER**

WHEREAS, Michael Dehoff was previously appointed as the Financial Administrator and Chief Financial Officer for the Mount Holly Municipal Utilities Authority effective in August of 2016; and

WHEREAS, in recognition of Mr. Dehoff attaining this advanced education, training and certification, and in recognition of his efficiency in the performance of multiple complex duties and his contributions to the Executive Director in managing the finances and related operations for the benefit of the Authority, and

WHEREAS, since the time of his initial appointment, Michael Dehoff, has attended training and advanced education necessary to successfully attain the certification status as a Certified Municipal Finance Officer, which is a certification recognized by state statute; and

WHEREAS, a review of the compensation structure of other similarly credentialed financial officers indicates that an adjustment to the Employee's compensation is appropriate and serves the goal of efficiency in avoiding having to hire additional administrative personnel to perform some of the duties being handled by the Employee; and

WHEREAS, based upon these factors, it has been recommended by the Executive Director that the salary of the Employee be adjusted to provide for a \$10,000 increase in salary effective May 10, 2019.

BE IT RESOLVED by The Mount Holly Municipal Utilities Authority this 9th day of May 2019, that an adjustment to the salary of Michael Dehoff is hereby approved in the amount of \$10,000.00 increase, effective on May 10, 2019.

THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

By: _____
Jules Thiessen, Chairman

Attest:

Brandy C Boyington, Secretary

TO BE ACTED UPON

RESOLUTION 2019-51

**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 \$400,000.00

BE IT FURTHER RESOLVED by the Mount Holly Municipal Utilities Authority that the payroll and Operating Expenditures in the amount of \$693,955.35 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 9th day of May, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the seal of said MUA this 9th day of May, 2019.

Brandy C. Boyington, Secretary

P.O. Type: All	Include Project Line Items: No	Open: N	Paid: Y	Void: N
Range: First	to Last	Rcvd: Y	Held: N	Aprv: N
Format: Condensed	Received Date Range: 04/12/19 to 05/09/19	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
ACERB005 ACERBO'S AUTO TRIM & LETTERING						
19-00417	04/11/19	VEHICLE LOGO	Open	1,195.00	0.00	
AMERI065 AMERICAN WATER						
19-00421	04/12/19	AMERICAN WATER BILLING	Open	463.38	0.00	
ANALY005 ANALYTICAL LABORATORY SERVICES						
19-00060	01/15/19	SEMIANNUAL PERMIT SAMPLING	Open	595.00	0.00	
19-00153	02/07/19	MONTHLY SQAR SAMPLING	Open	160.00	0.00	
				755.00		
ATLAN020 ATLANTIC SWITCH AND GENERATOR,						
19-00245	03/04/19	COOLANT TEMPERATURE SENDER	Open	131.55	0.00	
ATLAS010 ATLAS LADDER COMPANY, INC.						
19-00360	03/28/19	LOUISVILLE 28' 1AA EXT LADDERS	Open	790.00	0.00	
BARTU005 BARTUK HOSE & HYDRAULICS						
19-00456	04/24/19	REPAIR JETTER HOSE	Open	104.50	0.00	
BLOCK005 BLOCK LINE SYSTEMS						
19-00444	04/18/19	PHONE LINE SERVICE BILLING	Open	740.85	0.00	
BURLI025 BURLINGTON COUNTY TREASURER						
19-00493	05/01/19	SALT USAGE	Open	193.88	0.00	
CABRI005 C A BRIGGS COMPANY INC.						
19-00109	01/30/19	SUBMERSIBLE TRANSDUCER	Open	20.81	0.00	
ONDUS005 CARL ONDUSKO						
19-00463	04/26/19	REIMBURSEMENT REG FEE	Open	100.00	0.00	
CINTA005 CINTAS CORPORATION						
19-00387	04/03/19	UNIFORM RENTAL	Open	351.16	0.00	
19-00410	04/09/19	UNIFORM RENTAL	Open	994.23	0.00	
19-00433	04/16/19	UNIFORM RENTAL	Open	330.13	0.00	
19-00460	04/26/19	UNIFORM RENTAL	Open	338.95	0.00	
				2,014.47		
DETEC005 DETECTION INSTRUMENTS CORPORAT						
19-00195	02/20/19	ODALOG INSPECTION & SERVICE	Open	608.12	0.00	
EASTE005 EASTERN AUTOPARTS WAREHOUSE						
19-00314	03/15/19	15W-40 MOTOR OIL- LOW ASH	Open	178.64	0.00	
19-00334	03/20/19	BATTERY, RADIATOR	Open	185.53	0.00	
19-00401	04/08/19	SHOCKS, FILTERS, BATTERIES	Open	663.01	0.00	

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
EASTE005 EASTERN AUTOPARTS WAREHOUSE Continued							
19-00415	04/11/19	2+2CARB CLEANER/ PERF STOP BRK	Open	223.85	0.00		
				1,251.03			
ENVIR025 ENVIRONMENTAL RESOURCE ASSOCIA							
19-00061	01/15/19	ANNUAL PT SAMPLES FOR LAB CERT	Open	840.98	0.00		
19-00333	03/20/19	WP290 MICROBE PT SAMPLE	Open	121.08	0.00		
				962.06			
ENVIR040 ENVIRONMENTAL SYSTEMS RESEARCH							
19-00378	04/01/19	ArcGIS MAINTENANCE AGREEMENT	Open	1,600.00	0.00		
EMS00005 ESSEX MANAGEMENT SERVICES							
19-00395	04/05/19	3B REGISTRATION	Open	290.00	0.00		
FACTS005 FLEX FACTS							
19-00420	04/12/19	FSA BILLING	Open	50.00	0.00		
FRANK020 FRANKLIN-GRIFFITH, LLC							
19-00353	03/26/19	WIRE,FITTINGS,CONNECTORS	Open	918.41	0.00		
19-00358	03/27/19	SQUARE D SURGE ARRESTER	Open	164.78	0.00		
19-00382	04/02/19	3.6 VOLT BATTERY	Open	390.00	0.00		
				1,473.19			
GRAIN005 GRAINGER							
19-00380	04/02/19	8 BUTTON CONTROL PENDANT	Open	760.04	0.00		
19-00400	04/08/19	BEARINGS, DIELECTRIC GREASE	Open	28.20	0.00		
				788.24			
HACHC005 HACH COMPANY							
19-00412	04/10/19	LABORATORY SOLUTIONS	Open	166.70	0.00		
HUBER005 HUBER TECHNOLOGY							
19-00425	04/15/19	VALVE COIL, BODY REBUILD KIT	Open	859.00	0.00		
IKRUG005 I KRUGER, INC.							
19-00289	03/12/19	DISC FILTER PANELS	Open	4,756.74	0.00		
JHBER005 J & H BERGE INC							
19-00354	03/26/19	LABORATORY SUPPLIES	Open	1,621.00	0.00		
LOWES005 LOWE'S							
19-00307	03/15/19	ELECTRIC PRESSURE WASHER	Open	141.55	0.00		
19-00329	03/20/19	MAILBOXES AND WASHERS	Open	59.70	0.00		
19-00341	03/22/19	JANITORIAL & PLT MAINT SUPPLIE	Open	106.64	0.00		
				307.89			
LUMBE005 LUMBERTON TOWNSHIP							
19-00389	04/04/19	ANNUAL REGISTRATION FEE	Open	75.00	0.00		
MANSF005 MANSFIELD OIL COMPANY							
19-00434	04/16/19	FUEL PURCHASES	Open	954.73	0.00		

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
MCMAS005 MCMASTER-CARR SUPPLY CO.						
19-00399	04/08/19	PAN HEAD SCREWS, RING TERMINAL	Open	31.77	0.00	
19-00435	04/16/19	GALV/ S.S. PIPE FITTINGS,HNGRS	Open	1,409.57	0.00	
19-00438	04/17/19	2" BUTTERFLY VALVES,LUG STYLE	Open	260.32	0.00	
				1,701.66		
METLI005 METLIFE						
19-00449	04/22/19	DISABILITY INSURANCE	Open	670.54	0.00	
MIDDL010 MIDDLESEX WELDING SALES						
19-00431	04/16/19	CYLINDER RENTAL	Open	61.50	0.00	
SHOES005 MIKES BETTER SHOES						
19-00432	04/16/19	WORK BOOTS	Open	340.00	0.00	
MISSION005 MISSION COMMUNICATIONS, LLC						
19-00451	04/23/19	SERVICE PACKAGE RENEWAL	Open	4,686.00	0.00	
MOUNT020 MOUNT HOLLY TOWNSHIP						
19-00406	04/09/19	MUNICIPAL APPROPRIATION	Open	84,500.00	0.00	
TOILE005 MR. BOB PORTABLE TOILETS						
19-00445	04/18/19	PORTABLE TOILET RENTAL	Open	92.00	0.00	
NEOP0005 NEOPOST USA, INC.						
19-00450	04/22/19	MAINT AGREEMENT/INSERTER	Open	11.99	0.00	
NEWJE005 NEW JERSEY AMERICAN WATER						
19-00467	04/26/19	BILLING FOR WATER CONSUMPTION	Open	1,686.03	0.00	
NJPMA005 NJPMA						
19-00394	04/05/19	PESTICIDE TRAINING REG	clsd	198.00	0.00	
UTILI005 NJUA JOINT INSURANCE FUND						
19-00413	04/10/19	NJUAJIF 2ND INSTALLMENT	Open	137,077.00	0.00	
NJWEA005 NJWEA						
19-00217	02/25/19	REGISTRATION FOR SEMINARS	Open	1,341.00	0.00	
19-00219	02/26/19	REGISTRATION FOR SEMINAR	Open	85.00	0.00	
19-00411	04/09/19	REGISTRATION NJWEA CONFERENCE	clsd	223.00	0.00	
				1,649.00		
NORTH015 NORTH AMERICAN PIPELINE SERV.						
19-00385	04/03/19	SPOT REPAIR	Open	2,650.00	0.00	
ONECA005 ONE CALL CONCEPTS, INC.						
19-00446	04/18/19	MARK OUTS REQUESTS	Open	455.60	0.00	
PENNO005 PENNONI ASSOCIATES, INC.						
19-00414	04/10/19	NJDES PERMIT RENEWAL STUDIES	Open	2,216.50	0.00	
PEROX010 PEROXYCHEM LLC						
19-00390	04/04/19	PAA TOTES FOR DISINFECTION	Open	4,500.00	0.00	

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PETTY005 PETTY CASH								
	19-00454	04/24/19	PETTY CASH REPLENISHMENT	Open	163.68	0.00		
BOWES005 PITNEY BOWES								
	19-00285	03/11/19	POSTAGE MACHINE	Open	514.26	0.00		
POSTM005 POSTMASTER								
	19-00440	04/17/19	POSTAGE FOR MAILING OF BILLS	Open	1,850.69	0.00		
PRIME005 PRIMEPOINT LLC								
	19-00429	04/15/19	PAYROLL PROCESSING	Open	757.90	0.00		
PSEG0005 PSE&G								
	19-00462	04/26/19	GAS & ELECTRIC CHARGES	Open	32,181.52	0.00		
PURCH005 PURCHASE POWER								
	19-00319	03/18/19	POSTAGE MACHINE	Open	173.23	0.00		
RAYMO005 RAYMOND, COLEMAN, HEINOLD, LLP								
	19-00442	04/17/19	ATTORNEY FEES - SOLICITOR	Open	3,500.00	0.00		
RICHA005 RICHARD A. ALAIMO ASSOCIATES								
	19-00494	05/01/19	ENGINEERING SERVICES	Open	13,602.32	0.00		
RIGGI005 RIGGINS INC.								
	19-00408	04/09/19	ULS DIESEL	Open	207.22	0.00		
RUMSE005 RUMSEY ELECTRIC								
	19-00381	04/02/19	ALLEN BRADLEY PUSH BUTTONS	Open	444.22	0.00		
RUTGE015 RUTGERS, THE STATE UNIVERSITY								
	19-00430	04/16/19	PUBLIC PURCHASING SEMINARS	Open	200.00	0.00		
HITCH010 SCOTT A. HITCHNER								
	19-00419	04/12/19	BACKFLOW PREV RE-CERT	Open	275.00	0.00		
SHERW005 SHERWIN-WILLIAMS								
	19-00452	04/23/19	PAINT, BRUSHES, ROLLERS	Open	173.48	0.00		
	19-00461	04/26/19	SPRAY PAINT	Open	15.48	0.00		
					188.96			
SILVI005 SILVI GROUP								
	19-00409	04/09/19	1:20 DRY GROUT	Open	634.50	0.00		
SOUTH030 SOUTHERN REGIONAL EMP BENEFIT								
	19-00443	04/17/19	MEDICAL/RX/DENTAL INSURANCE	Open	107,011.00	0.00		
SPRIN005 SPRINT								
	19-00423	04/12/19	PCS CONNECTION CARD/PLANT	Open	37.90	0.00		
STEWA005 STEWART C. LA VINE, INC								
	19-00355	03/26/19	INDOOR DOME CAMERA	Open	185.00	0.00		

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SUNAI005 SUNAIR COMPANY							
19-00403	04/08/19	REPAIR KIT FOR FLYGT 3152.091	Open	1,248.10	0.00		
TELED005 TELEDYNE INSTRUMENTS, INC.							
19-00405	04/09/19	REPLACEMENT PART FOR SAMPLER	Open	674.00	0.00		
TOWNS010 TOWNSHIP OF MOORESTOWN							
19-00422	04/12/19	LAUREL CREEK PS WATER BILL	Open	31.50	0.00		
19-00427	04/15/19	1ST QTR CONSUMPTION REPORT	Open	301.00	0.00		
				332.50			
TRICO005 TRI-COUNTY TERMITE & PEST CONT							
19-00416	04/11/19	RODENT & PEST CONTROL	Open	70.00	0.00		
VERIZ015 VERIZON							
19-00428	04/15/19	FIOS/TV BILLING/INTERNET	Open	203.08	0.00		
19-00436	04/16/19	INTERNET SERVICES	Open	159.99	0.00		
19-00471	04/29/19	INTERNET SERVICES	Open	159.99	0.00		
				523.06			
VERIZ035 VERIZON WIRELESS							
19-00448	04/22/19	CELL PHONE BILLING	Open	218.48	0.00		
VISION005 VISION SERVICE PLAN							
19-00464	04/26/19	VISION INSURANCE	Open	1,232.32	0.00		
WATER010 WATER ENVIRONMENT							
19-00490	04/30/19	MEMBERSHIP RENEWAL	Open	107.00	0.00		
XYLEM010 XYLEM WATER SOLUTIONS USA, INC							
19-00402	04/08/19	WEAR RINGS FOR COLLECTION SYST	Open	1,762.49	0.00		
Total Purchase Orders: 89 Total P.O. Line Items: 0 Total List Amount: 432,864.31 Total Void Amount: 0.00							

(A)

Total Per Report:	\$432,864.31 (A)
Less: Improvements	(\$13,000.00) Resolution 2019-54
Add: Payroll	\$274,091.04
Total Expense:	\$693,955.35 Resolution 2019-51

RESOLUTION 2019-52

A RESOLUTION APPROVING SEWER REFUNDS

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

TOTAL REFUNDS AS PER THE ATTACHED REPORT: \$1,595.46

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 9th day of May, 2019.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MUA
this May 9, 2019.

Brandy C. Boyington, Secretary

Tracking Id	Description
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Tracking Id Description									First	
P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	Encumber Date	Status
SWR REFUND	SEWER REFUNDS									
19-00473	1	MARGA015	MARGARET DALTON	SEWER REFUND/145 RISDON ST	01-000-2020	1.00	10.78	other	04/30/19	Open
19-00475	1	LEROY005	LEROY STAFFORD	SEWER REFUND/45 GARDEN ST	01-000-2020	1.00	171.57	other	04/30/19	Open
19-00476	1	ALBER010	ALBERT RUSSO	SEWER REFUND/95 SHREVE STREET	01-000-2020	1.00	418.46	other	04/30/19	Open
19-00477	1	SUNAR005	SUN ARCHITECTURE LLC	SEWER REFUND/5 WASHINGTON ST	01-000-2020	1.00	270.85	other	04/30/19	Open
19-00478	1	MICHA025	MICHAEL & EMILEE ARNOLD	SEWER REFUND/188 MADISON AVE	01-000-2020	1.00	143.76	other	04/30/19	Open
19-00479	1	NORMA005	NORMAN WOODINGTON	SEWER REFUND/42 TINKER DRIVE	01-000-2020	1.00	16.85	other	04/30/19	Open
19-00480	1	ANTHO030	ANTHONY & NATASHA LUCAS	SEWER REFUND/221 FRONT STREET	01-000-2020	1.00	18.21	other	04/30/19	Open
19-00481	1	ABRAH005	ABRAHAM & ROSALYN RUMSTEIN	SEWER REFUND/15 NOTTINGHAM WAY	01-000-2020	1.00	120.40	other	04/30/19	Open
19-00482	1	MARTI005	MARTIN & DONNA KILLBURN	SEWER REFUND/107 CROFT CT	01-000-2020	1.00	40.14	other	04/30/19	Open
19-00484	1	KEVIN010	KEVIN MERHAR & COLLEEN KELLY	SEWER REFUND/18 RETFORD COURT	01-000-2020	1.00	103.64	other	04/30/19	Open
19-00485	1	SIRRO005	SIRON CHAMBERS	SEWER REFUND/29 FAWN COURT	01-000-2020	1.00	47.36	other	04/30/19	Open
19-00486	1	ANTHO035	ANTHONY & JEN RICE	SEWER REFUND/22 JASMINE ROAD	01-000-2020	1.00	143.82	other	04/30/19	Open
19-00487	1	TIMOT005	TIMOTHY MURPHY	SWR REFUND/110 KINGSBRIDGE DR	01-000-2020	1.00	89.62	other	04/30/19	Open
Bid:		0.00	State:	0.00	other:	1,595.46	Exempt:	0.00	Total:	13.00
							1,595.46			

Total Tracking Ids:	1	Total Qty:	13.00	Total Amount:	1,595.46
Total Bid:	0.00	Total State:	0.00	Total Other:	1,595.46
				Total Exempt:	0.00

RESOLUTION 2019-53
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 March 31, 2019:

Richard A. Alaimo Associates: \$11,437.19 (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 9th day of May, 2019.

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 Received Date Range: 04/12/19 to 05/09/19 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	Received Date	Status
ESCROW ESCROW PROJECTS										
19-00498	1	ABETT005	A BETTER LUMBERTON LLC	ESCROW REFUND	0000000002	1.00	5,316.81	other	05/01/19	Rcvd
19-00501	1	RICHA005	RICHARD A. ALAIMO ASSOCIATES	HAINESPORT PLAZA	0000000173	1.00	1,307.50	other	05/02/19	Rcvd
19-00501	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	Fountain Square	0000000170	1.00	190.00	other	05/02/19	Rcvd
19-00501	3	RICHA005	RICHARD A. ALAIMO ASSOCIATES	Eastampton Place West	0000000048	1.00	326.25	other	05/02/19	Rcvd
19-00501	4	RICHA005	RICHARD A. ALAIMO ASSOCIATES	Lennar Ran Cr	0000000108	1.00	3,464.13	other	05/02/19	Rcvd
19-00501	5	RICHA005	RICHARD A. ALAIMO ASSOCIATES	Dixie Chix	0000000171	1.00	452.50	other	05/02/19	Rcvd
19-00501	6	RICHA005	RICHARD A. ALAIMO ASSOCIATES	Cornerstone at Lumberton	0000000174	1.00	380.00	other	05/02/19	Rcvd
Bid:		0.00	State:	0.00	Other:	11,437.19	Exempt:	0.00	Total:	7.00
										11,437.19

Total Tracking Ids: 1 Total Qty: 7.00 Total Amount: 11,437.19

Total Bid: 0.00 Total State: 0.00 Total Other: 11,437.19 Total Exempt: 0.00

RESOLUTION 2019-54

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

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following expenditures from the Improvement/Replacement Fund Project Fund are hereby approved:

Total Improvements (per attached listing) \$ 13,000.00

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 the Resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting thereof, held on the 9th day of May, 2019.

Brandy C. Boyington, Secretary

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

REQUISITION NO. 2019-54

DATE: May 9, 2019

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:

PAYEE	AMOUNT TO BE PAID	PURPOSE OF DISBURSEMENT
Richard A. Alaimo Associates	\$ 13,000.00	Garden St. PS Replacement & Generator A Replacement

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 Received Date Range: 04/12/19 to 05/09/19 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	Received Date	Status	
RENEWREPLA	CAPITAL ITEMS - R&R RESOLUTION										
19-00494	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENGINEERING SERVICES	01-010-6303	1.00	9,000.00	other	05/01/19	Rcvd	
19-00494	4	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENGINEERING SERVICES	01-010-6034	1.00	4,000.00	other	05/01/19	Rcvd	
Bid:	0.00	State:	0.00	other:	13,000.00	Exempt:	0.00	Total:	2.00	13,000.00	
Total Tracking Ids:		1	Total Qty:		2.00	Total Amount:		13,000.00			
Total Bid:		0.00	Total State:		0.00	Total other:		13,000.00	Total Exempt:		0.00

Mount Holly Municipal Utilities Authority
Regular Meeting of the Board of Commissioners

May 9, 2019

Executive Director's Report

- Possible excavation on Rancocas Road: On Tuesday April 30, 2019, the Authority staff worked with a contractor to locate a blockage in the 15-Inch VCP sewer main on Rancocas Road. Video determined there is a 2" x 10" x unknown length board wedged in the main and attempts to remove it have not been successful. The removal attempt ended up wedging a cleaning nozzle under the board and the blockage still exists. Due to a section of scaled pipe 35' downstream from the board blockage, the contractors cleaning nozzle become lodged in the main and it is still there. On Wednesday, the Authority staff met with the county engineer (Joe Brickley) to advise him of the situation and the possible need to excavate. A contractor will be hired under an emergency repair order in an attempt to remove the obstacles. Excavation will be necessary if the retrieval is not successful. This excavation will likely be expensive because it's in a newly paved county road, near the county facilities and the excavation will be deep. The project needs to occur on a Saturday or night time to prevent disruptions in this busy area.
- Asset Management: On Monday April 29, 2019, Mike Dehoff and I attended an asset management session hosted by the Association of Environmental Authority's (AEA) and the NJDEP. New rules are being developed that will require specific accountabilities relating to infrastructure condition assessments, budget planning and infrastructure replacement planning. The Authority will be an active stakeholder in the development of the new rules to ensure the rules are fair and attainable from our perspective.
- PAA Storage and Metering Project - Resolution # 2018-40: Environmental Resolutions Inc. ("ERI") continues to work on the final details for the permanent storage and metering facility for the PAA. ERI is working with PeroxyChem and Warminster Fiberglass to finalize the enclosure design. There are no updates since the April meeting.
- Community Outreach: 1.) On April 12, 2019, Authority staff members, Adam Holba and Dave Reich, attended career day at the Holbein School in Mt. Holly. The purpose was to educate the students about the wastewater treatment processes and career opportunities available in the environmental field. 2.) On Saturday May 4, 2019, the Authority held a Rain Barrel making workshop at the Maple Avenue Treatment Facility. The cost was \$20.00 for each attendee which covered the cost of the barrel, related fittings and components.
- Eastampton – Lennar, Age Restricted Development: The contractor for the Lennar Development on Smithville Road (452 homes) has made significant progress with installation of the underground infrastructure and they expect to have the first homes complete and ready for occupancy by October 2019.
- GovDeals Auction – Surplus Equipment: The Authority is assembling a list of equipment (surplus property no longer needed or is used to the point of needing replacement). The list of equipment is on the May agenda for approval consideration. Once approved, it will be actioned through an online auction: www.GovDeals.com
- Ron Nicholson Scholarship fund: The 2019 Ron Nicholson Scholarship award will be presented by the Authority at the RVRHS Performing Arts Center on June 5, 2019.

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
ENGINEER'S STATUS REPORT
May 2, 2019**

- | | |
|-------------|---|
| M-0030-0317 | <u>Garden Street Pump Station Replacement</u>

Design is ongoing. Soil borings were completed on April 22, 2019. Progress review meeting to be held on May 9, 2019. Alaimo to submit progress drawings for MHMUA review and comment in May 2019. |
| M-0030-0320 | <u>Sludge Tank Conversion</u>

Alaimo will submit a proposal for final design for MHMUA review and comment. Conference call with MHMUA was held on March 11, 2019 to review odor control requirements. |
| M-0030-0321 | <u>TSST Tank Demolition</u>

Alaimo will submit a final design proposal for MHMUA review and comment. |
| M-0030-0322 | <u>Reactor Demolition</u>

Alaimo will submit a design proposal for MHMUA review and comment. |
| M-0030-0323 | <u>Odor Control Sludge Tanks/BFP Room</u>

Alaimo visited site with Bowker and Associates on February 7, 2019 to review Belt Filter Press room and sludge tanks. Conference call was held on March 11, 2019 with MHMUA to review conceptual design requirements for the odor control system. Alaimo to revise proposal to control odors only from BFP room. |
| M-0030-0325 | <u>P.S. Corrosion Protection System</u>

Alaimo to submit a design proposal and scope of work for MHMUA review and comment. |
| M-0030-0326 | <u>Rancocas Road Generator Replacement</u>

Project was authorized on February 14, 2019. Alaimo has started the design. Project kick-off meeting was held on March 15, 2019 at MHMUA to review project and as-built information. Design ongoing. |

M-0031-0215-001 Walters Group/Viking

A meeting was held with the MHMUA and Developer's Engineer on January 24, 2019 to go over options for project. **Alaimo issued Hydraulic Study to assess impact to Hollybrook and Country Estates Pump Stations on April 18, 2019. Documentation package was received for review on April 25, 2019.**

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. **Letter was sent out on April 15, 2019 indicating several punchlist items still need to be completed. Final inspection is scheduled for May 3, 2019.**

M-0031-0219-001 Dixie Chix

A review and comment letter was issued on February 12, 2019. Revised drawings were received for review on March 7, 2019. Review and comment letter was issued on April 3, 2019.

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". Meeting was held with developer at the site the week of December 26, 2018 to go over construction options.

M-0031-0223 Lennar at Rancocas Creek

Sanitary sewer main and manhole installation has continued. Shop drawing review is ongoing.

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 Rancocas Glen, Phase 1B, 2 and 3C

Review and comment letter sent out on May 1, 2019. Package was designated as "Approved as Noted".

M-0031-0227 Fountain Square

Received documents for review on October 30, 2018. Review and comment letter was issued on December 3, 2018.

M-0031-0228 CVS Pharmacy

Documents were received for review on December 2, 2018. A review and comment letter was issued on January 23, 2018.

M-0031-0229 Hirshland & Company

Documents were received for review on January 10, 2019. A review and comment letter was issued on March 20, 2019. Alaimo is working with Landcore Eng. Consultants to resolve comments. **Revised documentation package was received for review on April 18, 2019. Review letter to be completed the week of May 6, 2019.**

M-0031-0230 Smithville Park Maintenance Facility

Review and comment letter was sent out on April 29, 2019. Package was noted as "Revise and Resubmit".

M-0031-0231 Dunkin Donuts Western Drive

Review and comment letter to be sent out by May 3, 2019.

DJS/dal



SUPERINTENDENT OF OPERATION'S REPORT

FOR

May 9, 2019

PLANT OPERATIONS

1. The **MONTHLY DISCHARGE MONITORING REPORT** summary for April, 2019 is included. There were **no reporting violations** during the month of September.
2. The **YEAR TO DATE CONSUMABLES USAGE REPORT** for April, 2019 is attached.
3. The **SLUDGE QUALITY** data summaries through April, 2019 are attached. There were no significant changes in sludge quality for the period covered.
4. The **COLLECTION SYSTEM OPERATIONS** report for April, 2019 is attached.
5. There were **TWO ODOR COMPLAINTS** received during the period covered by this report. Neither odor complaint was attributed to Authority owned systems. Both complaints were the result of internal plumbing issues. Copies of both reports are attached.
6. The **YEAR TO DATE INDUSTRIAL PRETREATMENT ACTIVITIES REPORT** summary for April, 2019 is attached.

Respectfully submitted,

Joel L. Hervey
Superintendent of Operations

MONTHLY AVERAGE VALUES

PARAMETER	10/18	11/18	12/18	01/19	02/19	03/19	04/19	05/19	06/19	07/19	08/19	09/19	YEARLY AVERAGE		Limits
													This Reporting Period	Last Reporting Period	
POTW Flow	3.11	3.87	3.65	3.72	3.62	3.7	3.39							3.203	5
CBOD5(influent)	276	239	191	174	190	166	199							256.3	n/a
CBOD5(effluent)	3.22	<2.0	2.28	3.42	2.88	4.3	4.8							2.2	15
COD(influent)	890	1071	726	705	615	546	882							904.8	n/a
COD(effluent)	29.3	30.4	19.8	35.9	30.1	49.4	50.6							31.9	n/a
TSS(influent)	592	549	430	335	378	387	370							509.1	n/a
TSS(effluent)	1.5	1.5	1.5	1.5	4.5	4.5	3.5							1.6	30
pH(influent-Max)	7.9	6.7	6.9	6.7	6.7	6.6	6.7							9.0	n/a
pH(influent-Min)	6.1	6.3	6.2	6.3	6.3	6.3	6.2							6.1	n/a
pH(effluent-Max)	6.9	6.9	6.8	6.8	6.8	6.7	6.8							7.4	9
pH(effluent-Min)	6.5	6.4	6.3	6.2	6.4	6.4	6.4							6.5	6
Oil & Grease (effluent)	< 2.2	< 2.2	< 2.2	< 2	< 2	< 1.9	< 3.7							1.3	10
SQAR															
Arsenic	< 11.9	< 9.3	< 12.7	< 13.1	< 11.7	< 12.4	< 9.4							<15.1	41
Beryllium	< 6	< 4.7	< 6.4	< 6.5	< 5.9	< 6.2	< 4.7							<7.5	n/a
Cadmium	< 3	< 2.3	< 3.2	< 3.3	< 2.9	< 3.1	< 2.3							<3.8	39
Chromium	25.8	22	20.5	20.1	22.1	17.7	17.8							22.00	n/a
Copper	890	683	626	672	674	610	631							710.0	1500
Lead	21.4	22.1	21.4	33.1	23.4	21.1	20							24.50	300
Mercury	0.99	0.59	0.7	0.66	0.34	0.59	1.1							0.82	17
Molybdenum	< 11.9	10.5	< 12.7	< 13.1	< 11.7	< 12.4	< 9.4							7.60	75
Nickel	21.2	15.2	14.9	17.5	18.3	16.2	17.5							17.60	420
Selenium	< 29.8	< 23.3	< 31.8	< 32.7	< 29.3	< 31.1	< 23.4							<37.7	100
Zinc	1490	1230	1130	1280	1430	1410	1520							1195.0	2800
Cyanide	N/A	1.9	N/A	N/A	N/A	N/A	N/A							1.90	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

Annual Consumables Summary- 2019

Fund Number	Consumable Name	Unit													Actual	Actual	Actual	Projected 2019		2019
		Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTDTOT	YTDAVE	YTD COST	Quantity	Costs	Budget
020-6042	City H2O (100 gal)	0.5988	155.51	207.24	180.26	121.50									664.51	166.13	\$396.58	1993.53	\$1,189.74	\$15,000.00
040-6045	Diesel Fuel (gal) Vehicles	2.8500	116.43	111.56	127.89	145.90									501.78	125.45	\$1,430.07	1,505.34	\$4,290.22	\$5,000.00
020-6044	Diesel Fuel (gal) Gen	2.2762	134.00	92.00	73.00	175.00									474.00	118.50	\$1,078.92	1,422.00	\$3,236.76	\$20,000.00
022-6044	Diesel Fuel (gal) Maple Ave	2.2762	53.00	16.00	20.00	11.00									100.00	25.00	\$227.62	300.00	\$682.86	\$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	2,380.00	2,156.00	2,352.00	1,904.00									8,792.00	2,198.00	\$24,626.39	26,376.00	\$73,879.18	\$380,000.00
022-6041	Electric (100 kwhr)Maple Ave	10.721	630.56	449.58	379.97	309.02									1,769.13	442.28	\$18,966.84	5,307.39	\$56,900.53	\$175,000.00
020-6102	Hypochlorite (gal)	1.0850	0.00	0.00	0.00	0.00									0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
022-6102	Hypochlorite - Maple Ave	1.0850	0.00	195.00	98.00	390.00									683.00	170.75	\$741.06	2,049.00	\$2,223.17	\$5,000.00
020-6105	Lime (lbs)	0.0970	800.00	450.00	1,350.00	850.00									3,450.00	862.50	\$334.65	10,350.00	\$1,003.95	\$1,000.00
020-6104	MgOH (gal)	2.2512	2,247.00	1,690.00	563.00	1,691.00									6,191.00	1,547.75	\$13,936.99	18,573.00	\$41,810.98	\$63,000.00
020-6046	Natural Gas (ccf)	1.0315	98.80	64.80	45.90	47.00									256.50	64.13	\$264.58	769.50	\$793.74	\$7,500.00
022-6045	Natural Gas (ccf) Maple Ave	1.1252	586.440	996.631	732.785	145.275									2,461.13	615.28	\$2,769.26	7,383.39	\$8,307.79	\$5,000.00
020-6102	Peracetic Acid (gal)	7.2500	792.00	633.00	867.00	774.00									3,066.00	766.50	\$22,228.50	9,198.00	\$66,685.50	\$82,000.00
020-6101	Polymer (lbs)	1.2900	1,740.00	1,320.00	1,260.00	1,730.00									6,050.00	1,512.50	\$7,804.50	18,150.00	\$23,413.50	\$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	2.1955	92.00	49.30	11.50	53.50									206.30	51.58	\$452.93	618.90	\$1,358.79	\$145,000.00
040-6045	Unleaded-MUA (gal)	2.5600	691.32	563.52	696.65	481.12									2,432.61	608.15	\$6,227.48	7,297.83	\$18,682.44	
Subtotal																	\$101,831.38		\$305,494.15	\$990,500.00

Collection System Consumables

040-6104	Bioxide (gals)	2.8300	2,315.70	2,569.20	2,808.30	2,199.90									9,893.10	2,473.28	\$27,997.47	29,679.30	\$83,992.42	\$90,000.00
040-6044	Diesel Fuel (gal) P/S Gen	2.2762	21.50	40.60	33.20	4.40									99.70	24.93	\$226.94	299.10	\$680.81	\$500.00
040-6046	Natural Gas (ccf)	1.0315	103.75	92.66	141.92	50.07									388.40	97.10	\$400.63	1,165.20	\$1,201.90	\$3,500.00
Subtotal																	28,625.04		85,875.13	
Total																	\$34,852.53		\$391,369.28	\$994,000.00

Source Name	Waste Type	Flow, gpd	Total Gallons	Total Tons	No. of Trucks	Average % Solids	Amount Charged
A & L SEPTIC SERVICES	Septage	14781	458,200		92	0.3	\$18,328.00
BEMS / BIG HILL LANDFILL	Leachate	1290	39,992		8	0.8	\$1,559.69
BROWN, ALBERT S.	Septage	129	4,000		1	0.4	\$160.00
Burlington County RRF PO# 13-09265	Leachate	26723	828,421		139	0.6	\$14,911.58
Cella's Septic Company	Septage	3539	109,700		31	0.5	\$4,388.00
Champion Contracting, LLC	Septage	2710	84,000		20	0.7	\$3,360.00
Colgate-Palmolive Company	Miscellaneous	210	6,500		1	0.5	\$780.00
DREDGE HARBOR BOAT CENTER LLC	Septage	226	7,000		1	0.1	\$280.00
Deckers Septic	Septage	1384	42,900		13	0.5	\$1,716.00
Dey Farms	Miscellaneous	1345	41,700		6	0.3	\$2,085.00
Don E. Miller Cesspool Service	Septage	155	4,800		1	0.6	\$192.00
Drayton	Septage	12355	383,000		80	0.4	\$15,436.00
Drayton Transfer Station	Septage	4755	147,400		32	1.0	\$6,486.00
Fieldsboro	Sludge	324	10,050		2	1.8	\$804.00
First Choice Waste Disposal, LLC	Septage	1452	45,000		9	0.6	\$1,800.00
Helen Fort Middle School	Sludge	161	5,000		1	0.8	\$400.00
Homestead Treatment Utilities, Inc.	Sludge	1597	49,500		9	1.2	\$2,024.50
Jackson Transfer Station	Septage	339	10,500		3	0.1	\$420.00
Joseph J Carbin Plumbing	Septage	73	2,250		1	2.7	\$182.25
Laird & Company	Miscellaneous	763	23,645		4	0.4	\$1,087.67
Mansfield Farms	Sludge	2194	68,000		10	1.0	\$2,788.00
Medford Township STP	Sludge	10039	311,220		57	1.5	\$17,117.10
Mobile Estates of Southampton, Inc.	Sludge	323	10,000		2	2.2	\$800.00
PERRY EQUIPMENT COMPANY INC.	Miscellaneous	1452	45,000		9	0.2	\$3,600.00
Puglisi Egg Farms. Inc.	Septage	968	30,000		5	0.6	\$1,200.00
Roman Septic	Septage	2194	68,000		17	0.4	\$2,720.00
State Environmental Services	Septage	397	12,300		3	0.5	\$492.00
Waste Management/Parklands Landfill	Leachate	2061	63,900		15	0.3	\$1,597.50

YEARLY TOTALS OF COLLECTION SYSTEM WORK

R-23A

YEAR 2019

MONTH		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
1)	MISCELLANEOUS BEEPER CALL	9	8	6	8									31
2)	MISCELLANEOUS CALLS NOT OURS	3	2	2	3									10
3)	NUMBER OF OVERTIME CALLS	6	6	3	4									19
4)	ACTUAL OTHER BILLABLE MANHOURS	0	0	0	0									0
5)	NUMBER OF FEET OF PIPE CLEANED	35,296	36,430	29,436	27,497									128,659
6)	MANHOLE OVERFLOW INCIDENTS	0	0	0	0									0
7)	LATERAL INSPECTIONS	3	4	3	4									14
8)	MANHOLE INSPECTIONS	6	14	10	14									44
9)	TOTAL NUMBER OF SERVICE CALLS (STOPPAGE)	3	8	4	7									22
10)	NUMBER OF SERVICE CALLS NOT OUR PROBLEM	3	8	3	6									20
11)	NUMBER OF OVERTIME SERVICE	0	1	2	1									4
12)	NUMBER OF REPEAT SERVICE CALLS **	0	0	0	0									0
13)	NUMBER OF SECOND WATER METER READINGS	9	6	6	17									38
14)	NUMBER OF FEET OF PIPE SMOKE TESTED	0	0	0	0									0
15)	NUMBER OF FEET OF PIPE TELEVISED	0	60	93	428									581
16)	MARK OUT REQUESTS	271	204	341	411									1,227

** SAME MAIN IN A 3 MONTH PERIOD

APRIL 2019 COLLECTION SYSTEM COMMENTS

Pump Station	Date	Electrical Maint Required	Mechanical Maint Required	Pumps Clogging	Generator Problems	Alarm System Problems	Miscellaneous
209	4-10-2019	Replaced the low level float.					
215	4-5-2019			Removed P-2 and check valve and removed rags from both.			
217	4-5-2019			P-1 check valve			
224	4-2-2019	P-1 seal fail alarm. removed pump. Pump was repaired by Maint. and Elect. Department and re-installed on 4-12.					
227	4-2-2019					Having issues with M-800 alarm system. Contacted technical support for assistance. on/off issues with unit going off line.	
233	3-17-2019	Responded to pumps not pumping. Found both pumps tripped out. Reset both pumps with normal FLA's. Possible low level float issue locking out pumps.					
241	4-22-19	Found P-2 tripped out. Pulled pump found no problem. Techs were called and checked out electrically. Re-installed pump					

APRIL 2019 COLLECTION SYSTEM COMMENTS

THERE WAS ONE BIOXIDE DELIVERY MADE IN THE MONTH OF MARCH ON 3-28-2019.

<u>PUMP STATIONS</u>	<u>GALLONS</u>
P/S # 15	
P/S # 19	1,104
P/S # 21	855
P/S # 22	
P/S # 24	
P/S # 25	
P/S # 26	602.3
C.O.B	222

THERE WAS A TOTAL OF 2,783.3 GALLONS OF BIOXIDE DELIVERED IN THE MONTH OF MARCH.

THERE WAS ONE FUEL ADDITIONS MADE IN THE MONTH OF MARCH ON 3-22-2019.

<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.	57.9
P/S # 14		20 KW	
P/S # 17		100 KW	
P/S # 18		150KW	
P/S # 19			
P/S # 20			

THERE WAS A TOTAL OF 57.9 GALLONS OF FUEL ADDED IN THE MONTH OF MARCH.

Odor Complaint Record

Odor Complaint Instructions

The Shift Supervisor or other qualified employee of the MHMUA must complete this form and investigate the complaint within 2-hours of receipt of an odor complaint.

Name of MHMUA employee taking call Pat McTague Date: 4/25/2019 Time 9:30

Caller: Nam Kimberly Kaminski Telephone: (908)507-1361

Address: 102 Birch Ave Township Mt. Holly

Select check box on all odor complaints to send an email ☐

**ANY ODOR CONTROL COMPLAINT FROM SOUTH HUNTERDON AVENUE IN HAINESPORT
CALL JOEL'S CELL PHONE @ (609) 969-2009 IMMEDIATELY!**

Questions to be asked of caller by MHMUA employee

What time did you first detect an odor: Do you still smell the odor: Yes

Have you smelled the odor before: Yes Where: Bathroom & kitchen

When:

Is the odor constant or intermittent: Constant Describe the odor:

Caller comments Caller stated that this has been going on for a while but has gotten worst in the past couple of days. Home has a well but is connected to MUA sewer. She stated that the odor is coming from the well water.

If the caller indicates that they no longer detect an odor, advise them that we cannot investigate an odor complaint unless the odor is currently present. Advise them that if the odor returns t please call back as soon as possible so that we can investigate.

Name of MHMUA investigator: Jason Time investigated: 10:00 Date: 4/25/2019

Weather Conditions: Mostly cloudy Humidity Level N/A

Wind Information: Speed: N/A MP Direction: N/A Gusting: N/A GustingTo: N/A MP

Did you investigate the complaint: N/A Did you detect an odor: No

If you do not detect an odor, advise the resident of that and that they should call if they detect another odor. Do not make any unsubstantiated statements.

If an odor is detected:

Print Current Record

Did you isolate the source of the odor: No Did you speak with the caller: Yes

What did you tell the caller about your findings: The caller was not home at the time I investigated the complaint but I spoke to the husband a while later which is documented below.

What corrective actions, if any are needed:

I inspected manhole # 569 and no odor was detected. 102 Birch Avenue has an ejector pump force main that connects to short stub off of manhole # 569. Because the resident was not home I called the number that was provided to us from her and did not get an answer. I left her a message and informed her to call me back when she could.

A short time later her husband called me back whose name was David. I asked him if he did in fact have well water and he confirmed they did. He explained to me that he believes the odor is coming from the well water. He said that the water has an odor to it that not only fills the room but also a room that is connected to the bathroom. He also stated that he can detect odors in the water when he flushes the toilet and taking a shower. I asked if he is able to detect an odor from the water in any other sinks or kitchen sink and he said no he could not. He then said that when he brushes his teeth and rinses out his mouth, the water even tastes bad. I asked if the water tasted bad in the kitchen sink and he said they don't drink the water out of tap they drink bottled water. I said it seems odd that he could smell an odor of the water in the bathroom fixtures but nowhere else. I asked if he was aware that he had an ejector pump system for his sewer that connects to our system and he said yes. I instructed him to check out the system and make sure the odor is not coming from the pit of the system possibly leaking up thru the floor and into the bathroom. If it is not that I suggested he may have to call a well company to investigate and possibly test the water.

If the odor is emanating from the plant, then the source must be identified and corrected:

Name of Supervisor contacted: Time

Supervisor's response or comments:

Please write additional information and note notification procedures:

Odor Complaint Record

Odor Complaint Instructions

The Shift Supervisor or other qualified employee of the MHMUA must complete this form and investigate the complaint within 2-hours of receipt of an odor complaint.

Name of MHMUA employee taking call Pat McTague Date: 4/25/2019 Time 9:45
Caller: Nam Susan Vera Telephone: (856)281-4817
Address: 56 Levis Drive Township Mt. Holly **Select check box on all odor complaints to send an email** ☐
ANY ODOR CONTROL COMPLAINT FROM SOUTH HUNTERDON AVENUE IN HAINESPORT CALL JOEL'S CELL PHONE @ (609) 969-2009 IMMEDIATELY!

Questions to be asked of caller by MHMUA employee

What time did you first detect an odor: Do you still smell the odor: Yes
Have you smelled the odor before: Yes Where: 3rd fl laundry room
When:
Is the odor constant or intermittent: Constant Describe the odor: sewer smell
Caller comments Caller stated that there is an odor coming from the washer which is on the 3rd floor. She spoke with 2 neighbors and they are having the same issue. They are only a 2 story.

If the caller indicates that they no longer detect an odor, advise them that we cannot investigate an odor complaint unless the odor is currently present. Advise them that if the odor returns t please call back as soon as possible so that we can investigate.

Name of MHMUA investigator: Jason Corn and Bob Young Time investigated: 10:05 Date: 4 / 25/2019
Weather Conditions: Mostly Cloudy Humidity Level N/A
Wind Information: Speed: N/A MP Direction: N/A Gusting: N/A GustingTo: N/A MP
Did you investigate the complaint: N/A Did you detect an odor: N/A

If you do not detect an odor, advise the resident of that and that they should call if they detect another odor. Do not make any unsubstantiated statements.

If an odor is detected:

Print Current Record

Did you isolate the source of the odor: Yes Did you speak with the caller: Yes
What did you tell the caller about your findings: We inspected the cleanout just outside of her home and no detectable odor. We knocked on the door and the resident allowed me in. She took me to the third floor where she showed me the washer located in a closet where I immediately detected a sewer odor. I explained to her that all of the fixtures in the home should have traps on them which keep sewer odors from entering the home. The only way odors could bypass a trap is if the trap is faulty or leaking. Here washer drain was in the wall so I was unable to inspect the trap. She also said she detects odors from time to time in the bathroom vanity sink on the third floor. I did check the tap under the vanity and the trap and plumbing appeared to be in working order. She informed me there was other resident that are experiencing the same issues. I explained to her there was not much we can do for her in a case like this. I asked if she spoke to the developer about these issues since I would think the homes would be under warranty still. She said she has contacted them but they are not honoring the complaints.
What corrective actions, if any are needed:

I suggested that she contact all of the neighbors she has that have been having the same problem, get their names, house numbers and what type of problems they are having with odors and contact Mt. Holly Township since the developer built the homes for the Township. Maybe the Township can put some pressure on the developer to address the odor issues in the numerous buildings.

If the odor is emanating from the plant, then the source must be identified and corrected:

Name of Supervisor contacted: Time
Supervisor's response or comments:

Please write additional information and note notification procedures:

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

October 2018 through September 2019
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	2	0	0	1	1	2	2
Number of IUs added to POTW Monitoring Program		0		0		1		0
Number of IUs eliminated from POTW Monitoring Program		0		0		0		0
Total number of POTW inspections of IUs.		2		0		1		2
Total number of POTW sampling visits to IUs.	1	3	1	0	1	1		1
Total number of IUs in IPP not sampled.		0		0		0		0
Total number of IUs in IPP not inspected.		0		0		0		0

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

Bulk Waste Monitoring March, 2019

	April	March	October 2018- September 2019	October 2017- September 2018
1. Number of bulk delivery pH, T.S. and sensory checks:	572	463	3,527	7,248
2. Number of bulk delivery conventional pollutant checks:	10	10	66	120
3. Number of bulk septage sources:	15	16	19	25
4. Number of bulk sludge sources:	6	6	12	12

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, 2019

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
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, 2019

7:41pm, 23 Feb

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	
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 1, 2019
MHMUA STATUS REPORT
Safety Director and Special Projects
MONTHLY AGENDA UPDATE for April 2019

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

- The Authority still needs to advertise the RFP for a licensed PE to conduct a Short Circuit, Overcurrent Device Evaluation, Overcurrent Device Coordination and Arc Flash Analysis to comply with the National Electric Code and improve employee safety for those working on or around electrical components
 - No change since last agenda report

Claims:

- See table below

Confined Space:

- The third collection system winch was pick-up by Pendergast Safety so it can be returned to the manufacturer to be disassembled, cleaned, rebuilt, re-cabled, and recertified
 - Upon its return, the electrical department winch will be sent back for the abovementioned work

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

- No change since last agenda report

Environmental Stewardship and Management System Program – ESMS:

- A career day presentation was provided to local students as part of community outreach that is part of the ESMS

Fire Safety:

- I contacted the three vendors for a final time regarding repair/replacement of the Maple Avenue fire alarm.
 - Two of the three, Bevan Security (\$10,122.00) and Johnson Controls (\$12,982.39) responded in the format requested.
 - The third vendor, All Systems Go did not respond to the inquiry.

First Aid Kits & Safety Equipment:

- Checked and refilled first aid kits

Health & Safety:

- Regulatory Updates
 - Continue reviewing regulatory websites, periodicals, etc. to identify the need for revision to Authority Safety Manual, policies or training and safety bulletins
 - Continue to review information pertaining to enhancing employee safety
 - Confined space davit bases and related equipment that might be adaptable for use when employees are entering the open-top tanks
 - Hydraulic Shoring – to be used to safeguard employees while working in excavations
 - Dual dropdown ladder racks for the electrical vans to make it easier and safer to store and remove ladders
 - Seeking additional availability and pricing for dual, curbside down models to fit the two Ford E-Series electrical vans.
 - Auto Truck Group, Maple Shade – EZ Glide 2 (dual drop down) with conduit carrier, cross supports and installation = **\$2,189** (\$2,581 installed)
 - American Ladder – Patrick, **\$2663.96** delivered (shipping = \$225)
 - American Van – Rob 855-706-8780 - dual drop down ladder racks, without conduit carrier supports or installation delivered = \$2,068.10 Each delivered
 - Kargo Master Ergo Rack Dual drop down ladder racks, with straps, without conduit carrier supports or installation delivered = \$1,600
 - Prime Design Ladder Rack – Not made for E-150 configuration
- Safety Bulletins
 - Fatalities and Distracted Driving Increase (Redistributed at the request of the MEL)
 - Sun Exposure and Protective Measures to Reduce Skin Cancer
 - Additional Safety Bulletins being prepared for distribution during the first quarter include of 2019:
 - OSHA's Final Rule on Walking-Working Surfaces
 - Updates on Personal Fall Protection Systems

- The Impact of a Positive Employee Experience
- Safety Committee
 - Safety meeting was held on April 16th
 - Minutes were compiled and emailed
 - Next meeting is scheduled for Tuesday June 18th
 - Agenda will be compiled and emailed to committee members
- Finalized account information with AED Superstore to order CPR, First Aid and other training manikins and equipment

Human Resources:

- Completed updates to the employee information spreadsheet

MEL/NJUA:

- 1st Safety Expo is scheduled for June at the Middlesex County Fire Academy
- 2nd Safety Expo will be in September at the Camden County Fire Academy
- Reviewed recent flood plain revisions and compared same to the five flood insurance policies the Authority has for the Rancocas Road facilities
 - All five covered locations are now in Zone "X" (500-year storm)
 - Two of the five facilities (Maintenance Shop and Treated Sewage Pump Station) are a sufficient distance from the Rancocas Creek and on the fringe of Zone "X" and have minimal flood potential
 - Reviewed information with Ilene Larsen at Conner Strong/Buckelew (writes the policy for Selective Insurance), Brian Monaghan (T.C. Irons, Risk Manager, and Mike) to discuss if it pays the Authority to continue paying the premiums for the two facilities mentioned above as the deductible for Zone "X" has increased significantly
- Certificates of Insurance were ordered from Capacity Coverage/Edgewood Partners Insurance Company and emailed to Norris Sales

Boiler Inspection:

- Anthony Fragale from CNA was here to complete a courtesy inspection of the boiler in the collection system offices at Maple Avenue as part of a training exercise for new inspectors
 - He will be emailing any conditions identified for improvement

Purchasing:

- Professional Service Agreements
 - The last of the Agreements were finalized with executed copies of the contracts mailed to the respondents
- Bid Specifications
 - The following bid specifications and/or Requests for Proposal (RFP) are completed in draft form
 - Cured In Place Piping (CIPP), Rancocas Road, Westampton for cleaning, CCTV, installation of approximately 1840 +/- linear feet of CIPP and manhole structure rehabilitation for seven manholes (estimate 10-days for project)
 - Cured In Place Piping (CIPP), Main Street, Lumberton for cleaning, CCTV, installation of approximately 336 +/- linear feet of CIPP and manhole structure rehabilitation for 2 manholes (estimate 2-days for project)
 - Assembled expense sheet to gather pricing for support services that will be required for these projects and included in the bid specification
 - Non-uniformed traffic control and temporary traffic control devices (attenuators, cones, signs/stands, etc.) to include daily setup and removal
 - Nonbinding quoted received from Atlas Flasher
 - Uniformed traffic control (Westampton and Lumberton Police respectively by project)
 - Nonbinding quoted received from both for two officers and vehicles
 - Bypass of pumps stations and manholes
 - Nonbinding quoted received from A+L Septic
 - Administrative Parking Lot – For milling, repair, overlay, striping and stenciling of 23,000 +/- square feet of parking lot.
 - Several discussions and emails with New Jersey wage and Hour to confirm rates and job titles under prevailing wage requirements and include in specs
 - Three vendors looked at project
 - Two vendors (KSM Paving and W. J. Wallace Paving) were not bonded and will not submit an informal quote

- American Asphalt will be submitting informal quote
- Disc Filter Panel Replacement – For replacement of 1260 proprietary filter panels for the Hydrotech Discfilters
 - Resolution to advertise proprietary bid specification approved at April's meeting
 - Several emails/phone conversations with Lane Chilton, Customer Solution Sales Manager at Veolia Water Technologies regarding Post Warranty pricing that was included in the original contract
- Maple Avenue stair assembly

Regulatory Affairs:

- Working with the Kofi Asante of the NJDEP to revise the electronic reporting portal with information for the 4" backflow valve as a replacement valve was installed

Training:

- See 2019 training table below
 - Continue to work on updating existing programs and developing new programs based on the Authority's operations and exposures
 - Work on Hierarchy of Control information
 - Researching NIOSH Work Place Safety Program

2019 Employee Incident/Injury Reports – Workers Compensation - * Indicates submittal to Qual Lynx*

DOL	Lost Time Days	Restricted Duty Days	DESCRIPTION	TYPE
2/21/19	0	0	Plant operator working by the sludge bin slipped on ice/snow and fell on left side. No offsite treatment was required.	Slip & Fall
3/31/19	0	0	Plant operator fell when exiting the cab of the roll-off truck and suffered some minor contusions. No offsite treatment was	Trip & Fall

2019 General Liability – * Indicates submittal to Qual Lynx*

DOI	DESCRIPTION

2019 Property/Automobile Damage – * Indicates submittal to Qual Lynx*

DOI	DESCRIPTION
2/6/19	Maple Ave Blowers #1 & #2 <ul style="list-style-type: none"> ➢ Continued email/phone communications with Qual-Lynx, CNA, T.C. Irons and Willier Electric ➢ Authority resolution for Non-Fair and Open purchase passed at April's meeting <ul style="list-style-type: none"> ✓ Will seek restitution from JIF after purchase ➢ VFD was ordered from Willier Electric and scheduled for deliver week of May 6th <ul style="list-style-type: none"> ✓ Was advised by Willier Electric there would be an additional cost as parts originally available domestically would have to be shipped from Finland ✓ Advise Qual-Lynx as they will need to adjust the PAR that was initially approved April 24th ➢ Once VFD received, Atlas Copco will be scheduled to install and program rebuilt blower and VFD and complete initial startups

2019 Training Programs			# of Seminars
Level One Awareness			4
Bloodborne/Waterborne Pathogens (Communicable Disease) & Accident/Incident Investigation			2
Confined Space Entry/Fall Protection/Multi-Gas Meters (Practical)			
Electrical/Arc Flash/LOTO			
Employment Practices Liability/Conscientious Employee Protection Act [CEPA] (Solicitor)			
Fire Safety/Hot Work			
PPE/Respiratory Protection			
CPR/AED/First Aid			
Back Safety, Material Handling & Ergonomics			
Federal Motor Carrier Safety Regulations (FMCO)			
Heavy Equipment/Telehandler			
Trench & Shore (Excavation Safety)			
Work Zone/Flagger			
Introduction to SKED			
Emergency Action Response Plan/Emergency Preparedness (NFPA 3000)			
TOTAL YTD			6

Permit Required Confined Space Entries – January 1, 2019 thru December 31, 2019

Activity to be Reported Quarterly

2019 Confined Space Entry Activity by Location

Rancocas Road Treatment Plant

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Grit/Screen													
Trickling Filters	1		2	1									4
Other	2		4	7									13
TOTAL	3		6	8									17

Maple Avenue Treatment Plant

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
TOTAL	0		6	0									6

Collection System

	Jan – Mar			April – June			July – Sept			Oct – Dec			
Pump Stations	84	79	58	36									257
Combined	87	79	70	44									280

Waiting for quarterly submission of CSE permits from Collections to add to information above

Hot Work Permits – (for welding/cutting/brazing/grinding) - January 1, 2019 thru December 31, 2019

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Plant R & M	3	0	1	0									



MEL SAFETY INSTITUTE BULLETIN

August 2018

Fatalities from Distracted Driving Increase

Motor vehicle accidents that result in fatalities are on the rise in New Jersey. According to the New Jersey State Police Fatal Accident Investigation Unit, there were 625 fatalities in 2017. This includes drivers, passengers, cyclists, and pedestrians. The most common contributing circumstance for these fatalities is reported to be driver inattention.¹ Driver inattention includes distractions that may cause the driver to lose focus on the task at hand. One common type of distraction is the illegal use of a cellular phone or electronic device. Distracted driving is a leading cause of accidents that lead to serious bodily injury or death. The New Jersey State Legislature has recognized this challenge and responded by passing N.J.S.A. 2C:11-5 and N.J.S.A. 2C:12-1. These laws establish that the illegal use of a cell phone while driving is recklessness under the vehicular homicide and assault by auto statutes. This law makes it easier to obtain convictions for vehicular homicide or assault by auto against a person who illegally uses a cell phone while driving and, as a result, kills or injures someone.

N.J.S.A.39:4-97.3 prohibits the use of handheld electronic devices (e.g., cellular telephones) while driving a motor vehicle on any public road or highway. Using a hand-held cellular telephone or texting device is a primary offense. Law enforcement may stop and cite a motorist specifically for these actions. Motorists are permitted to use a hands-free cellular telephone if it does not interfere with any federally required safety equipment or with the safe operation of the vehicle. Although the use of a hands-free cellular telephone is legal, it is strongly discouraged. A handheld cellular telephone may be used only in certain emergency situations, which include: fire, traffic accident, serious road hazard, medical emergency, or a hazardous material emergency. Motorists in the above-mentioned circumstances must keep one hand on the steering wheel while using a handheld device.²

Public employees are not exempt from N.J.S.A. 39:4-97.

If a serious motor vehicle accident occurs that involves serious bodily injury and or death; accident investigators are trained on how to obtain information about cell phone usage. Metadata, phone call information, Wi-Fi connectivity, and text data can be obtained from a subscriber's cell phone carrier. This information will identify the date, time, and location of when the cell phone was being operated.

The consequences of illegally using a cell phone while operating a motor vehicle are serious. The Safety Director offers the following recommendations:

- Develop a policy on the use of cell phones that minimally complies with Federal and State Law.
- Further, consider prohibiting all non-emergency use of cell phones while operating any vehicle
- Identify the consequences
- Educate employees and provide strong policy guidance
- Lead by example and take enforcement action when personnel fail to follow the law or your organization's policies.

When developing your rules, look beyond the "driving" aspect and assess other work tasks that may be affected by an employee's use of a cell phone while working. Examples include, but are not limited to, Lifeguards, Flaggers, Public Works, Crossing Guards, Police, Fire, and EMS.

¹ New Jersey State Police, 2016 Fatal Motor Vehicle Crash Comparative Data Report For The State of New Jersey

² New Jersey Motor Vehicle Commission, "The New Jersey Driver Manual," p. 78-79.

<https://driving-tests.org/new-jersey/nj-mvc-drivers-handbook-manual/>

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 677.398.3646.

IT'S "BBT" TIME – BEACH, BURN & TAN! OR IS IT?

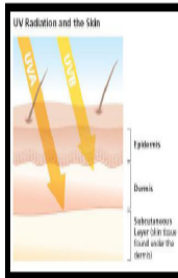
As the weather warms and we come out of winter hibernation to start enjoying the best spring and summer have to offer, don't forget take some precautions to protect you and the family from the most common type of cancer known to man, SKIN CANCER. The main types of skin cancer are squamous cell carcinoma, basal cell carcinoma, and melanoma. Melanoma is much less common than the other types, but much more likely to invade nearby tissue and spread to other parts of the body. Unfortunately, the Centers for Disease Control & Prevention (CDC) have indicated the frequency of melanoma diagnosis, the deadliest form of skin cancer, is increasing at an alarming rate.

UV RADIATION AND SKIN CANCER

By damaging the skin's cellular DNA, excessive UV (ultraviolet A-rays) radiation produces genetic mutations that can lead to skin cancer. Both the U.S. Department of Health and Human Services and the World Health Organization have identified UV as a proven human carcinogen. UV radiation is considered the main cause of non-melanoma skin cancers (NMSC), including basal cell carcinoma (BCC) and squamous cell carcinoma (SCC). These cancers strike more than 250,000 Americans, respectively, each year. Many experts believe that, especially for fair-skinned people, UV radiation plays a key role in melanoma, which kills more than 8,000 Americans each year.

UVA penetrates the skin more deeply than UVB (ultraviolet B-rays). Studies over the past two decades show that UVA damages skin cells in the basal layer of the epidermis, where most skin cancers occur. UVA is the dominant tanning ray. A tan results from injury to the skin's DNA; the skin darkens in an imperfect attempt to prevent further DNA damage. These imperfections, or mutations, can lead to skin cancer.

UVB, the chief cause of skin reddening and sunburn, tends to damage the skin's superficial epidermal layers and plays a key role in the development of skin cancers, including the deadly black mole form of skin cancer (malignant melanoma).



KNOW THE RISK FACTOR

Risk factors for non-melanoma skin cancer	Risk factors for melanoma skin cancer:
<ul style="list-style-type: none"> • Being exposed to natural sunlight or artificial sunlight (such as from tanning beds) over long periods of time. • Having a fair complexion, which includes the following: <ul style="list-style-type: none"> ✓ Fair skin that freckles and burns easily, does not tan, or tans poorly. ✓ Blue or green or other light-colored eyes. ✓ Red or blond hair. ✓ Having actinic keratosis (thick, scaly patch of skin) ✓ Past treatment with radiation. ✓ Having a weakened immune system. 	<ul style="list-style-type: none"> • Having a fair complexion, which includes the following: <ul style="list-style-type: none"> ✓ Fair skin that freckles and burns easily, does not tan, or tans poorly. ✓ Blue or green or other light-colored eyes. ✓ Red or blond hair. • Being exposed to natural sunlight or artificial sunlight (such as from tanning beds) over long periods of time. • Having a history of many blistering sunburns, especially as a child or teenager. • Having several large or many small moles. • Having a family history of unusual moles (atypical nevus syndrome). • Having a family or personal history of melanoma. • Being white.

KNOW THE SYMPTOMS OF SKIN CANCER

A change in your skin is the most common sign of skin cancer. This could be a new growth, a sore that doesn't heal, or a change in a mole. Remember, not all skin cancers look the same.

A simple way to remember the signs of melanoma is to remember the A-B-C-D-E's of melanoma—

- "A" is for asymmetrical. Does the mole or spot have an irregular shape with two parts that look very different?
- "B" is for border. Is the border irregular or jagged?
- "C" is for color. Is the color uneven?
- "D" is for diameter. Is the mole or spot larger than the size of a pea?
- "E" is for evolving. Has the mole or spot changed during the past few weeks or months?



Talk to your doctor if you notice changes in your skin such as a new growth, a sore that doesn't heal, a change in an old growth, or any of the A-B-C-D-E's of melanoma.

PREVENTIVE MEASURES

Since its inception in 1979, The Skin Cancer Foundation has always recommended using a sunscreen with an SPF 15 or higher as one part of a complete sun protection regimen. Sunscreen alone is not enough. Other skin cancer prevention tips include:

- Seek the shade as much as possible, especially between 10 AM and 4 PM, when sunlight is the most intense.
- Avoid getting sunburned.
- Avoid tanning and never use UV tanning beds.
- Cover up with clothing, including a broad-brimmed hat and UV-blocking sunglasses.
- Use a broad spectrum (UVA/UVB) sunscreen with an SPF of 15 or higher every day.
 - For extended outdoor activity, use a water-resistant, broad spectrum (UVA/UVB) sunscreen with an SPF of 30 or higher.
- Apply sunscreen to your entire body 30 minutes before going outside.
 - Reapply every two hours or after swimming or excessive sweating.
- Keep newborns out of the sun.
 - Sunscreens should be used on babies over the age of six months.
- Examine your skin head-to-toe every month.
 - See a dermatologist should you identify any areas of concerns.

SKIN SELF-EXAM

- Do a skin self-exam monthly. The best time to do this is after a shower or bath. To check your skin, use a well-lit room, a full-length mirror, and a hand-held mirror.
- Locate your birthmarks, moles, and blemishes. Know what they look like. Check for a sore that does not heal.
- Check all areas.
- Look at the front and back of your body in the mirror. Then, raise your arms and look at the left and right sides.
- Bend your elbows and look carefully at the palms of your hands. Make sure to look at both sides of your forearms and upper arms.
- Look at the back and front of the legs. Look between the buttocks and around the genital area.
- Look at your face, neck, and scalp. Use a comb or blow dryer to move hair so that you can see the scalp better.
- Sit and closely examine the feet. Look at the soles and the spaces between the toes.

SUN PROTECTION FOR THE EYES

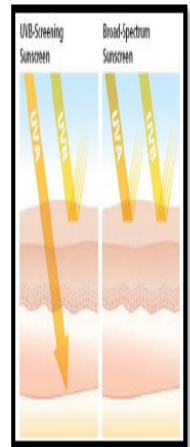
Over time, the sun's rays can seriously damage the eyes and surrounding skin, leading to vision loss and conditions from cataracts and macular degeneration to eye and eyelid cancers. Some simple protective strategies can hopefully minimize damage to the eyes and the sensitive skin around them:

- Wear sunglasses year-round whenever you are out in the sun.
 - Select sunglasses that block 99-100 percent of both UVA and UVB light.
- Wear a brimmed hat as they can block as much as half of all UVB rays from your eyes and eyelids.

SUNSCREENS - SUN PROTECTION FACTOR (SPF)

Sunscreens combine several ingredients that help prevent the sun's ultraviolet (UV) radiation from reaching the skin. The ultraviolet radiation can damage the skin, age it prematurely, and increase the risk of skin cancer.

- SPF is a measure of a sunscreen's ability to prevent UVB from damaging the skin.
 - If it takes 20 minutes for your unprotected skin to start turning red, using an SPF 15 sunscreen theoretically prevents reddening 15 times longer — about five hours.
- No sunscreen, regardless of strength, should be expected to stay effective longer than two hours without reapplication.
- Second, "reddening" of the skin is a reaction to UVB rays alone and tells you little about what UVA damage you may be getting.
 - Plenty of damage can be done without the red flag of sunburn being raised.
- The Skin Cancer Foundation recommends a broad-spectrum sunscreen offering protection against both UVA and UVB rays.
- Use "water resistant" and "very water resistant" sunscreens if you work outside or spend a lot of time outdoors.
 - Sunscreens should be applied 30 minutes before sun exposure to allow the ingredients to fully bind to the skin and must be reapplied:
 - Every two hours; and
 - Immediately after swimming, toweling off, or sweating a great deal.



MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
BANK BALANCE REPORT
APRIL 2019

<u>BANK ACCOUNTS</u>	<u>REGISTRATION</u>	<u>AMOUNT</u>
Beneficial Bank	MHMUA Escrow Account	\$ 219,285.67
Beneficial Bank	MHMUA Self Insured UE Fund	\$ 43,761.89
Beneficial Bank	MHMUA Payroll	\$ 156,281.84
Beneficial Bank	MHMUA Operating Fund	\$ 258,278.45
Beneficial Bank	MHMUA Trustee Deposit Account	\$ 758,030.53
Beneficial Bank	MHMUA FSA Account	\$ 5,120.86
		<u><u>\$ 1,440,759.24</u></u>

ACCOUNTS HELD IN TRUST

T.D. Wealth Management	Debt Service Reserve	\$ 2,816,765.58	In Trust
T.D. Wealth Management	Revenue Fund	\$ 2,454,142.00	In Trust
T.D. Wealth Management	Renewal & Replacement	\$ 13,599,062.20	In Trust
T.D. Wealth Management	Debt Service Fund	\$ 2,551,044.72	In Trust
		<u><u>\$ 21,421,014.50</u></u>	

Debt Service payment June 1, 2019:		<u>DEBT SERVICE SCHEDULED PAYMENTS (P&I) FOR 2019:</u>	<u>NJEIT FEES</u>
		Due 2.1.19 \$ 286,726.55	18,960.00
Total Debt Payment 6/1/2019	\$ 371,940.63	Due 6.1.19 \$ 371,940.63	
Balance 4/30/2019	\$ 2,551,044.72	Due 8.1.19 \$ 1,315,181.14	18,960.00
		Due 12.1.19 \$ 861,940.63	
Debt Service (Required)/Available	<u><u>\$ 2,179,104.09</u></u>	<u><u>\$ 2,835,788.95</u></u>	<u><u>\$ 37,920.00</u></u>

[illegible]

[illegible]