

To: Mount Holly Municipal Utilities Authority
From: Robert G. Maybury, Executive Director
Date: April 12, 2018
Subject: Regular Meeting

There will be a regular meeting of the Mount Holly Municipal Utilities Authority held on Thursday, April 12, 2018 at 6:00 PM in the Administrative Office of the Mount Holly Municipal Utilities Authority, 37 Washington Street, Mount Holly, New Jersey. The agenda for this meeting is as follows:

Roll Call

Mr. Thiessen____, Mr. Silcox____, Mr. Jones____, Mr. Banks____, Ms. LaPlaca____

Verification of Notice

Pledge of Allegiance

Public Comments on Action Items

Approval of Minutes

Regular Meeting Minutes	March 08, 2018
Executive Meeting Minutes	March 08, 2018 Resolution 2018-41
Executive Meeting Minutes	March 08, 2018 Resolution 2018-42

Old Business

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

Resolution 2018-47	a resolution of the Mt. Holly Municipal Utilities Authority approving S1NR application for CVS in Lumberton. (NJSH Rte. 38 & Main St.)
Resolution 2018-48	a resolution of the Mt. Holly Municipal Utilities Authority for the submission of an application to the New Jersey Local Finance Board pursuant to N.J.S.A 40A:5A-6.

Consent Agenda:

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

*Resolution 2018-43	A resolution approving the operating expenses for the month of March 2018.
*Resolution 2018-44	A resolution approving the sewer refunds for the month of March 2018.
*Resolution 2018-45	A resolution approving the expenditures for the month of March 2018 from the escrow fund.
*Resolution 2018-46	A resolution approving the expenditures for the month of March 2018 from the improvement replacement fund.

Communications

To be presented by the public
Report of the Executive Director
Report of the Engineer
Report of the Operations Superintendent
Report of the Safety Director and Special Projects
Report of the Solicitor
Report of the Finance Administrator/Treasurer
Other new business
Matters to be presented by the Commissioners
Executive Session (Proposed Resolution 2018-____)
Adjournment 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 Courier Times on February 21, 2018, and the Courier-Post on February 21, 2018. On Monday, April 09, 2018 advanced written notice of meeting was (1) posted on the Administrative Bulletin Board at the Township Building and (2) advanced written notice of this meeting was mailed to all persons who, according to the records of the MUA, requested such notice.”

MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE

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

Mount Holly Municipal Utilities Authority Regular Meeting Minutes for March 08, 2018

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday March 08, 2018; at 6:00 P.M. Chairman Thiessen called the meeting to order with the following roll call:

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

ABSENT:

Verification of Notice

Executive Director Maybury verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on February 21, 2018 and the Courier Post on February 21, 2018. On Monday March 05, 2018, advanced written notice of this meeting was posted on the Administrative Bulletin Board at the Township Building and advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

Pledge of Allegiance



Public Comments on Action Items

None

Executive Session (Resolution 2018-41)

A resolution approving Executive Session for contract negotiations and contents, possible action to be taken. At 6:01 P.M. Commissioner Silcox moved for the approval to go into Executive Session. Commissioner Jones seconded the motion. At the call of the roll, the vote was:

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

Nays:

Abstain:

Absent:

Commissioner Banks motioned to return to regular session at 6:05 P.M. Commissioner Jones seconded the motion. At the call of roll call, the vote was:

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

Nays:

Abstain:

Absent:

Approval of Minutes

Commissioner Jones moved for the approval of Regular Meeting Minutes of February 15, 2018. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

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

Nays:

Abstain: Commissioner Silcox

Absent:

Old Business

Resolution 2018-35

A resolution of the Mt. Holly Municipal Utilities Authority approving the S-3 application for The Lofts (73 Washington Street)

Executive Director Maybury informed the board of plans for 36 apartments currently under construction, Mi-Place at Riverwalk. There are 31, one-bedroom apartments and 5, two-bedroom apartments proposed at the former Lakes Appliances building. One floor will be added to the building as well. Commissioner Jones moved for approval of resolution 2018-35. Commissioner LaPlaca seconded the motion.

At the call of the roll the vote was:

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

Nays:

Abstain:

Absent:

New Business

Resolution 2018-36

A resolution of the Mt. Holly M.U.A authorizing the collective bargaining agreement with the Construction and General Laborers' Union Local 172 of South Jersey.

Labor Counsel Armando Riccio stated the resolution is asking for authorization to execute a collective bargaining agreement incorporating the terms of the memorandum of agreement dated February 21, 2018 subject to preparation and approval by the Mt. Holly Municipal Utilities Authority's labor counsel. Commissioner Silcox moved for approval of resolution 2018-36. Commissioner Jones seconded the motion. At the call of the roll the vote was:

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

Nays:

Abstain:

Absent:

Resolution 2018-37

A resolution of the Mt. Holly M.U.A approving salaries and wages for Management and other Non-Union personnel.

Executive Director Maybury explained the employees not covered under a collective bargaining agreement will follow the terms settled by the supervisor's unit and Local 172. There are about 14 non-union employees that will receive the same compensation as the collective bargaining members. Commissioner Jones moved for approval of resolution 2018-37. Commissioner Silcox seconded the motion.

At the call of the roll the vote was:

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

Nays:

Abstain:

Absent:

Resolution 2018-38

A resolution of the Mt. Holly M.U.A authorizing Change Order No. 2 to Contract 2017-14 for High Street.

Executive Director Maybury explained this Change Order is for additional police traffic control coverage for the High Street Sewer Project in the amount of \$19,408.50. Change Order No.1 was discussed and approved at the February meeting in the amount of \$14,168.91, for a combined total of \$33,577.41 above the bid allowance. The total amount for the two change orders is less than 20% of the contract. Change Order No. 2 is the final change order to close out these added charges. Engineer Richard Alaimo explained some of the issues and with winter weather and setbacks with New Jersey American Water. The project took more time than expected due to the weather. With the project being in the middle of the street, more police officers were needed to direct traffic for the road to remain open. Commissioner Silcox asked if a refund from the water company is possible since the MUA is not at fault for the setbacks. Mr. Alaimo does not believe any refund from New Jersey American Water will be given. Chairman Thiessen asked for an explanation on the difference of estimates for police coverage. Mr. Alaimo stated the number of hours for police coverage needed for the project is at 400 hours with an estimated total of \$38,000. Commissioner Jones moved for approval of resolution 2018-38. Commissioner LaPlaca seconded the motion.

At the call of the roll the vote was:

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

Nays: Chairman Thiessen

Abstain:

Absent:

Resolution 2018-39

A resolution of the Mt. Holly M.U.A awarding the Monmouth Road Sanitary Sewer Main Improvements Contract No. 2017-15.

Executive Director Maybury discussed replacing approximately 321 feet of 16-inch asbestos cement pipe on Monmouth Road near the lake at the Sherwood Village Apartments in Eastampton. It is recommended to award the project to Booth Mechanical who has been reviewed and deemed qualified. Engineer Richard Alaimo stated the bid was under the original estimate by about \$50,000. Commissioner Silcox moved for approval of resolution 2018-39. Commissioner Jones seconded the motion.

At the call of the roll the vote was:

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

Nays:

Abstain:

Absent:

Resolution 2018-40

A resolution of the Mt. Holly M.U.A awarding the Engineering proposal for design and construction of permanent PAA storage and metering facility.

Executive Director Maybury recommended moving to table this resolution at this time. This upcoming project is time sensitive and the work will need to be completed by April 2019 or soon after. Environmental Resolutions Inc, met with Authority Staff to discuss a proposal for engineering services for engineering services to design, prepare bid specifications and construction management for a new chemical storage and metering facility. The new disinfection chemical (PAA) has specific storage and metering system requirements. A subsequent meeting will be held with ERI and Authority Staff to ensure there is a full understanding of the needs of the project, since ERI was recently appointed. Commissioner Silcox moved to table resolution 2018-40. Commissioner Banks seconded the motion.

At the call of the roll the vote was:

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

Nays:

Abstain:

Absent:

CONSENT AGENDA:

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

- *Resolution 2018-31

A resolution approving the operating expenses for the month of February 2018.
- *Resolution 2018-32

A resolution approving the sewer refunds for the month of February 2018.
- *Resolution 2018-33

A resolution approving the expenditures for the month of February 2018 from the escrow fund.
- *Resolution 2018-34

A resolution approving the expenditures for the month of February 2018 from the improvement replacement fund.

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

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

Nays:

Abstain:

Absent:

Communications- Executive Director Maybury informed the board that Jeff Paul, an inspector from Alaimo Associates, stated the Eastampton Place West (formers Gregory’s site) sanitary sewer construction is currently underway. Wayne Bittler from Lennar reported settlement on the sod farm in Eastampton is close. Lennar needs approval from the Authority for a NJDEP Treatment Works Approval modification because of a design change to the proposed force main on Woodlane Road.

Matters to be presented by the Public None

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury reports the bid specifications are nearly complete for the Turbo Blower. The bid specifications are estimated to be advertised by the April meeting. The snow storm on March 7, 2018 caused twelve out of forty pumping stations to lose electricity along with the Rancocas Road Treatment Facility. All are back up and running with no other issues. A preconstruction meeting for Monmouth Road sewer project will be held in the near future and a letter will be sent from the Authority to the owners/managers of the Sherwood Village Apartments describing the project. A notice will be sent to the Eastampton police and all residents within a 200' radius of the work area. The Authority has 33 surplus items currently for sale on GovDeals and the auction will end on March 17, 2018.

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

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

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

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

Report of the Finance Administrator/Board Treasurer The Report of the Finance Administrator/Board Treasurer was received. Mr. Dehoff stated that the Audit was still being finalized and continued explain the possibility for the Authority to refund two bond series with a potential savings of \$2.4 million. Mr. Dehoff stated a representative from Phoenix Advisors will be in attendance at the April 12th meeting to explain and discuss in further detail.

Other New Business-None

Matters to be presented by Commissioners-None

Executive Session- (Resolution 2018-42)

A resolution approving Executive Session for discussion on contract terms. No action taken at this time. Commissioner Silcox moved for the approval to go into Executive Session. Commissioner Banks seconded the motion at 6:34 P.M. At the call of the roll, the vote was:

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

Nays:

Abstain:

Absent:

Commissioner Silcox motioned to return to public at 6:47 P.M., Commissioner LaPlaca seconded the motion. At the call of the roll, the vote was:

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

Nays:

Abstain:

Absent:

Adjournment

Commissioner Silcox moved for adjournment. Commissioner Banks seconded the motion. Chairman Thiessen adjourned the meeting at 6:50 P.M.

Respectfully submitted,

Brandy C. Boyington, Secretary

(Engineering services to design and construct a permanent PAA storage and metering facility)

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

TOTAL \$ _____

CERTIFICATION

STATE OF NEW JERSEY }
COUNTY OF BURLINGTON } :SS

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of the Resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting thereof, held on the 12th of April, 2018.

Brandy C Boyington, Secretary

CERTIFICATION OF AUTHORITY

I HEREBY CERTIFY that each of the aforesaid obligations has been incurred by the MMHUA in or about the construction of the 2018 Project and that each item thereof is a proper charge against the Renewal & Replacement Fund.

MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

By: _____
Robert G. Maybury, Executive Director

CERTIFICATION OF ENVIRONMENTAL ENGINEER

I HEREBY CERTIFY that the Environmental Engineer has made reasonable investigations and to the best of his knowledge, each of the aforesaid obligations has been properly incurred, and that insofar as such obligation was incurred for work, materials, supplies or equipment, such work was actually performed or such materials, supplies, or equipment were actually delivered, installed or fabricated in, about, or for the construction of the 2018 Project.

Date:_____

By: _____
Engineer

RESOLUTION 2018-43

**A RESOLUTION APPROVING THE ANTICIPATED PAYROLL
FOR APRIL AND THE ACTUAL PAYROLL FOR THE MONTH
OF MARCH 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 \$500,000.00

BE IT FURTHER RESOLVED by the Mount Holly Municipal Utilities Authority that the payroll and Operating Expenditures in the amount of \$1,047,029.80 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 12th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the seal of said MUA this 12th day of April, 2018.

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: Y
Format: Condensed	Received Date Range: 03/09/18 to 04/12/18	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	Prior Year Only: N			Exempt: Y

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
AIRGA010 AIRGAS USA, LLC						
18-00130	02/02/18	SAFETY & FIRST AID ITEMS	Open	1,280.32	0.00	
AMERI065 AMERICAN WATER						
18-00339	03/15/18	AMERICAN WATER BILLING	Open	461.88	0.00	
AMERI080 AMERIGAS						
18-00334	03/15/18	PROPANE	Open	269.82	0.00	
18-00364	03/28/18	PROPANE - MAINT HEATER	Open	679.78	0.00	
18-00394	04/04/18	PROPANE - MAINT HEATER	Open	615.13	0.00	
				1,564.73		
ANALY005 ANALYTICAL LABORATORY SERVICES						
18-00169	02/07/18	MONTHLY PAA VOA SAMPLING	Open	70.00	0.00	
ARMAN005 ARMANDO V. RICCIO, LLC						
18-00320	03/13/18	PROFESSIONAL SERVICES	Open	1,410.50	0.00	
ATLAN020 ATLANTIC SWITCH AND GENERATOR,						
18-00121	02/01/18	BLOCK HEATERS FOR GENERATORS	Open	620.00	0.00	
ATLAS005 ATLAS FLASHER & SUPPLY CO., IN						
18-00250	02/27/18	SHIPPING CHARGE	Open	20.00	0.00	
BIOAI005 BIOAIR SOLUTIONS, LLC						
18-00351	03/19/18	ECOGROW NUTRIENTS	Open	630.00	0.00	
BRUCE005 BRUCE REED BUILDING MAINT						
18-00319	03/13/18	FEBRUARY, 2018 OFFICE CLEANING	Open	235.00	0.00	
18-00412	04/05/18	MARCH, 2018 OFFICE CLEANING	Open	235.00	0.00	
				470.00		
CABRI005 C A BRIGGS COMPANY INC.						
18-00295	03/07/18	PUMP STATION PUMP CONTROLS	Open	1,596.79	0.00	
CEMCO005 C.E.M. CORPORATION						
18-00181	02/07/18	LABORATORY SUPPLIES	Open	478.23	0.00	
CHERR005 CHERRY VALLEY TRACTOR SALES						
18-00266	03/01/18	25X12.00-9NHS TURF TIRES	Open	199.22	0.00	
CINTA005 CINTAS CORPORATION						
18-00255	02/27/18	UNIFORM RENTAL	Open	298.42	0.00	
18-00286	03/02/18	UNIFORM RENTAL	Open	304.44	0.00	
18-00304	03/12/18	UNIFORM RENTAL	Open	383.81	0.00	
18-00315	03/13/18	UNIFORM RENTAL	Open	296.36	0.00	

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CINTA005 CINTAS CORPORATION Continued							
18-00357	03/20/18	UNIFORM RENTAL	Open	470.13	0.00		
				1,753.16			
CITYE005 CITY ELECTRIC SUPPLY CO							
18-00113	01/31/18	125 WATT HEAT LAMP	Open	25.04	0.00		
COURI005 COURIER TIMES, INC.							
18-00328	03/15/18	LEGAL NOTICES	Open	275.96	0.00		
CROSS005 CROSS COUNTRY							
18-00170	02/07/18	JANITORIAL & PLT SUPPLIES	Open	1,460.56	0.00		
DETEC005 DETECTION INSTRUMENTS CORPORAT							
18-00228	02/22/18	ODALOG INSPECTION/CALIBRATION	Open	297.99	0.00		
EASTE005 EASTERN AUTOPARTS WAREHOUSE							
18-00225	02/21/18	DEKA BATTERY- KUBOTA MOWER	Open	65.95	0.00		
18-00227	02/22/18	SHIFT CLAMP	Open	13.19	0.00		
				79.14			
EVOQU005 EVOQUA WATER TECHNOLOGIES, LLC							
18-00296	03/07/18	PS BIOXIDE	Open	5,040.23	0.00		
EXCEL005 EXCELSIOR BLOWER SYSTEMS, INC.							
18-00016	01/05/18	AERATION BLOWER PACKAGE	Open	8,894.00	0.00		
FRANK020 FRANKLIN-GRIFFITH, LLC							
18-00040	01/11/18	LIGHT,CONNECTORS,WIRE	Open	612.45	0.00		
18-00136	02/05/18	LAMP RECYCLE BOXES	Open	198.40	0.00		
18-00144	02/06/18	14 WATT LED A19 LIGHT BULBS	Open	97.60	0.00		
18-00211	02/14/18	FIRE STOP CAULK	Open	13.63	0.00		
				922.08			
GILES005 GILES & RANSOME INC.							
18-00143	02/05/18	OIL/FUELFILTERS FOR TRUCK # 5	Open	37.80	0.00		
GRAIN005 GRAINGER							
18-00210	02/13/18	POWER CORD, SAND PAPER	Open	57.92	0.00		
HACHC005 HACH COMPANY							
18-00291	03/06/18	LABORATORY SUPPLIES	Open	964.80	0.00		
HAWKI015 HAWKINS TECHNOLOGIES, LLC							
18-00342	02/14/18	SONICWALL ROUTER LICENSE RENEW	Open	9,328.50	0.00		
HOMED005 HOME DEPOT CREDIT SERVICE							
18-00349	03/19/18	VINYL TUBING	Open	31.86	0.00		
18-00356	03/20/18	GAS POWERED POLE SAW	Open	399.00	0.00		
				430.86			
HOMEL005 HOMELAND INDUSTRIAL SUPPLY							
18-00218	02/15/18	JACKHAMMER- PENETRATING FLUID	Open	239.50	0.00		

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
INDUS005 INDUSTRIAL CONTROLS DISTRIBUTO						
18-00168	02/07/18	H2S GAS SENSOR	Open	342.41	0.00	
18-00244	02/27/18	BIOAIR FLOW SENSOR	Open	292.92	0.00	
18-00263	03/01/18	GEORG FISCHER ACTUATOR	Open	397.17	0.00	
				1,032.50		
INTER020 INTERSTATE MOBILE CARE, INC.						
18-00363	03/27/18	RESPIRATORY EXAM & AUDIO	Open	1,178.00	0.00	
JHBER005 J & H BERGE INC						
18-00232	02/23/18	LABORATORY SUPPLIES	Open	810.79	0.00	
GASKI010 JOSEPH K. GASKILL JR.						
18-00316	03/13/18	WORK BOOTS	Open	125.00	0.00	
LINES005 LINE SYSTEMS, INC.						
18-00402	04/04/18	TELEPHONE BILLING	Open	731.36	0.00	
LORCO005 LORCO PETROLEUM SERVICES						
18-00284	03/02/18	USED OIL DISPOSAL	Open	210.00	0.00	
LOWES005 LOWE'S						
18-00135	02/05/18	SCRAPPER, GOO GONE	Clsd	8.05	0.00	
18-00141	02/05/18	SCREWS AND JOIST HANGERS	Clsd	13.59	0.00	
18-00201	02/09/18	FIRE EXTINGUISHERS, TABLE	Clsd	284.84	0.00	
18-00202	02/12/18	TOOLS	Clsd	215.15	0.00	
18-00217	02/15/18	QUICK SET CONCRETE, TROWEL	Clsd	34.34	0.00	
18-00221	02/20/18	DEHUMIDIFIER	Clsd	157.17	0.00	
18-00267	03/01/18	SOLDERING GUN, SOLDER	Clsd	42.27	0.00	
				755.41		
MANSF005 MANSFIELD OIL COMPANY						
18-00249	02/27/18	FUEL PURCHASES	Open	972.33	0.00	
18-00287	03/02/18	FUEL PURCHASES	Open	753.80	0.00	
18-00374	03/28/18	FUEL PURCHASES	Open	1,053.66	0.00	
18-00381	04/03/18	FUEL PURCHASES	Open	1,091.99	0.00	
				3,871.78		
MCMAS005 MCMASTER-CARR SUPPLY CO.						
18-00301	03/12/18	HARDWARE, STAINLESS STEEL AND	Open	89.67	0.00	
18-00323	03/14/18	DOOR SEAL- PLANT GEN "B"	Open	30.39	0.00	
18-00346	03/19/18	1/4" TUBING- FUEL RETURN LINE	Open	48.86	0.00	
				168.92		
METLI005 METLIFE						
18-00409	04/05/18	4/18 DISABILITY INS BILLING	Open	7,603.83	0.00	
MIDDL010 MIDDLESEX WELDING SALES						
18-00336	03/15/18	CYLINDER RENTAL	Open	61.50	0.00	
MILLE005 MILLER FORD SALES INC.						
18-00298	03/09/18	PCV VALVE AND HOSE ASSEMBLIES	Open	69.64	0.00	

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
MISSION005 MISSION COMMUNICATIONS, LLC						
18-00337	03/15/18	SERVICE PACKAGE RENEWAL	Open	563.40	0.00	
MOUNT020 MOUNT HOLLY TOWNSHIP						
18-00390	04/04/18	REFUND	Open	450.00	0.00	
TOILE005 MR. BOB PORTABLE TOILETS						
18-00314	03/13/18	PORTABLE TOILET RENTAL	Open	99.96	0.00	
18-00330	03/15/18	WEEKEND RENTAL	Open	230.00	0.00	
18-00393	04/04/18	PORTABLE TOILET RENTAL	Open	<u>191.96</u>	0.00	
				521.92		
NEWJE005 NEW JERSEY AMERICAN WATER						
18-00405	04/05/18	NJ AMERICAN WATER BILLING	Open	1,617.82	0.00	
NJDEP005 NJ DEPARTMENT OF LABOR						
18-00303	03/12/18	2017 QTR 4 REIMBURSEMENT BILL	clsd	8,528.00	0.00	
NORTH015 NORTH AMERICAN PIPELINE SERV.						
18-00398	04/04/18	HIGH STREET SANITARY SEWER	Open	19,020.33	0.00	
ONECA005 ONE CALL CONCEPTS, INC.						
18-00411	04/05/18	MARKOUT REQUESTS FOR MHMUA	Open	815.00	0.00	
OXFOR005 OXFORD ENGINEERING COMPANY						
18-00096	01/24/18	AST REMOVAL	Open	11,751.42	0.00	
PEACH005 PEACHTREE CONSULTING, LLC						
18-00321	03/13/18	3/18 WEBSITE MAINTENANCE BILL	Open	200.00	0.00	
PENDE005 PENDERGAST SAFETY EQUIP						
18-00127	02/02/18	INSPECT,REPAIR,RECERT WINCH	Open	1,584.00	0.00	
18-00203	02/12/18	ARC FLASH FALL PROT FOR ELECTR	Open	<u>1,403.86</u>	0.00	
				2,987.86		
PENNO005 PENNONI ASSOCIATES, INC.						
18-00333	03/15/18	PROFESSIONAL SERVICES	Open	1,955.25	0.00	
POSTM005 POSTMASTER						
18-00326	03/14/18	MAILING CYCLE 2 BILLING	clsd	2,246.49	0.00	
PRIME005 PRIMEPOINT LLC						
18-00239	02/26/18	P/R PROCESS 12/31/17,1/11,1/25	Open	1,062.30	0.00	
18-00329	03/15/18	PAYROLL PROCESSING 2/8,2/22	Open	<u>747.50</u>	0.00	
				1,809.80		
PRIOR005 PRIOR-NAMI BUSINESS						
18-00212	02/14/18	MAINTENANCE CONTRACT/HP 2430	Open	299.00	0.00	
RAYMO005 RAYMOND, COLEMAN, HEINOLD, LLP						
18-00318	03/13/18	PROFESSIONAL SERVICES	Open	3,500.00	0.00	

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
RICHA005 RICHARD A. ALAIMO ASSOCIATES						
18-00392	04/04/18	ENGINEERING SERVICES	Open	16,596.25	0.00	
RIGGI005 RIGGINS INC.						
18-00313	03/13/18	ULS DIESEL	Open	437.89	0.00	
18-00335	03/15/18	ULS DIESEL	Open	1,104.65	0.00	
18-00378	03/29/18	ULS DIESEL	Open	507.93	0.00	
				2,050.47		
RUBBE005 RUBBER SUPPLY COMPANY INC						
18-00196	02/09/18	4" COLD FLEX HOSES	Open	874.10	0.00	
RUMSE005 RUMSEY ELECTRIC						
18-00245	02/27/18	ALLEN BRADLEY TERMINAL BLOCK	Open	107.98	0.00	
RUSSE015 RUSSELL REID INC.						
18-00359	03/22/18	JANUARY/FEBRUARY GRIT DISPOSAL	Open	588.00	0.00	
RUTGE015 RUTGERS, THE STATE UNIVERSITY						
18-00331	03/15/18	RUTGERS CMFO COURSE	Open	1,004.00	0.00	
RVRHS005 RVRHS						
18-00338	03/15/18	RONALD D. NICHOLSON MEMORIAL	Open	1,000.00	0.00	
SELEC005 SELECTIVE INSURANCE						
18-00403	04/04/18	FLOOD INSURANCE BILLING	Open	7,637.00	0.00	
SHERW005 SHERWIN-WILLIAMS						
18-00246	02/27/18	SPRAY PAINT PRIMER AND PAINT	Open	31.85	0.00	
SOUTH030 SOUTHERN REGIONAL EMP BENEFIT						
18-00332	03/15/18	HEALTH INS. BILL/MARCH, 2018	Clsd	101,777.00	0.00	
SPRIN005 SPRINT						
18-00370	03/28/18	PCS CONNECTION CARD/PLANT	Clsd	32.90	0.00	
ADVAN020 STAPLES ADVANTAGE						
18-00189	02/08/18	BINDER, PAPER TOWELS	Clsd	131.17	0.00	
18-00241	02/26/18	BLACK TONER CARTRIDGE	Clsd	193.54	0.00	
				324.71		
STAPL005 STAPLES CREDIT PLAN						
18-00167	02/06/18	CAMERA, MICROSD MEMORY CARD	Clsd	155.78	0.00	
STEVE005 STEVENSON SUPPLY CO. INC.						
18-00348	03/19/18	STAINLESS STEEL PIPE/ FITTINGS	Open	418.93	0.00	
TELED010 TELEDYNE ISCO, INC.						
18-00231	02/23/18	REFRIG. SAMPLER PARTS	Open	727.00	0.00	
NEWY005 THE NEW YORK BLOWER COMPANY						
18-00139	02/05/18	PS 205 BLOWER WHEEL	Open	451.51	0.00	

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	8-01	294,217.20	0.00	8,978.00	303,195.20
Total of All Funds:		<u>294,217.20</u>	<u>0.00</u>	<u>8,978.00</u>	<u>303,195.20</u> A

Total Per Report	\$303,195.20 - A
Add: Actual Payroll	\$327,066.43
Add: Annual PERS	
Employer Appropriation	\$451,850.00
Less: Improvement/Replacement	\$(35,020.33) - Resolution 2018-46
Less: PO 18-00366	\$(61.50) - Replacement Check
Total:	\$1,047,029.80 - Resolution 2018-43

RESOLUTION 2018-44

A RESOLUTION APPROVING SEWER REFUNDS

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

TOTAL REFUNDS AS PER THE ATTACHED REPORT: \$18,685.29

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 12th day of April, 2018.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MUA
this April 12, 2018.

Brandy C. Boyington, Secretary

Tracking Id Range: SWR REFUND to SWR REFUND Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y
Account Type: G/L First Encumber Date Range: 03/09/18 to 04/12/18 Include Items Without Tracking Id: N
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	First Encumber Date	Status
SWR REFUND										
18-00385	1	PENNY005	PENNY & ROBERT DANIEL JR.	SEWER REFUND/1605 ALBERT ST.	01-000-2020	1.00	52.53	other	04/04/18	Open
18-00386	1	MANPR005	MANPREET & HAMELL GREWAL	SEWER REFUND/9 BANCROFT LANE	01-000-2020	1.00	302.21	other	04/04/18	Open
18-00387	1	541AS005	541 ASSOC. LLC	SEWER REFUND/100 MH BY PASS	01-000-2020	1.00	18,171.12	other	04/04/18	Open
18-00388	1	KEARN005	KEARNY BANK	SEWER REFUND/92 BALSAM ROAD	01-000-2020	1.00	142.68	other	04/04/18	Open
18-00389	1	DENNI005	DENNIS & LINDA MAZAR	SWR REFUND P & H/107 E CC DR	01-000-2020	1.00	16.75	other	04/04/18	Open
Bid:		0.00	State:	0.00	Other:	18,685.29	Exempt:	0.00	Total:	5.00
							18,685.29			

Total Tracking Ids: 1 Total Qty: 5.00 Total Amount: 18,685.29

Total Bid: 0.00 Total State: 0.00 Total Other: 18,685.29 Total Exempt: 0.00

RESOLUTION 2018-45
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 rendered through January 31, 2018:

Richard A. Alaimo Associates: \$9,626.25 (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 12th day of April, 2018.

Brandy C. Boyington, Secretary

Tracking Id Range: ESCROW to ESCROW Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y
Account Type: Project First Encumber Date Range: 03/09/18 to 04/12/18 Include Items Without Tracking Id: N
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	First Encumber Date	Status
ESCROW										
18-00383	1	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/WEST RANCOCAS REDEV 3B	0000000156	1.00	1,238.75	other	04/04/18	Open
18-00383	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/A BETTER LUMBERTON LLC	0000000002	1.00	732.50	other	04/04/18	Open
18-00383	3	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/LOFTS AT MI PLACE	0000000113	1.00	1,395.00	other	04/04/18	Open
18-00383	4	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/LENNAR AT RANCOCAS	0000000108	1.00	2,335.00	other	04/04/18	Open
18-00383	5	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/EASTAMPTON PLACE WEST	0000000048	1.00	1,325.00	other	04/04/18	Open
18-00383	6	RICHA005	RICHARD A. ALAIMO ASSOCIATES	ENG SVC/A RANC REDEV 1B,2,3C	0000000167	1.00	2,600.00	other	04/04/18	Open
Bid:		0.00	State:	0.00	Other:	9,626.25	Exempt:	0.00	Total:	6.00
							9,626.25			

Total Tracking Ids: 1 Total Qty: 6.00 Total Amount: 9,626.25

Total Bid: 0.00 Total State: 0.00 Total Other: 9,626.25 Total Exempt: 0.00

A RESOLUTION APPROVING THE EXPENDITURES
FROM THE IMPROVEMENT/REPLACEMENT FUND

Improvements (per attached listing)	\$ 35,020.33
-------------------------------------	--------------

CERTIFICATION

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 12th day of April, 2018.

Brandy C. Boyington, Secretary

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

REQUISITION NO. 2018-46

DATE: April 12, 2018

To: TD BANK, NATIONAL ASSOCIATION, TRUSTEE

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

PAYEE	AMOUNT TO BE PAID	PURPOSE OF DISBURSEMENT
North American Pipeline	\$ 19,020.33	High Street Sanitary Sewer
Richard A. Alaimo Associates	\$ 16,000.00	Turbo Blower Specification

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

Dated:

By: _____
Authorized Officer

Tracking Id Range: RENEWREPLA to RENEWREPLA Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y
Account Type: Expenditure First Encumber Date Range: 03/09/18 to 04/12/18 Include Items Without Tracking Id: N
Account Range: First to Last

Tracking Id Description										Purch.	First	Status
P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Type	Encumber Date			
RENEWREPLA	CAPITAL ITEMS - R&R RESOLUTION											
18-00392	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	TURBO BLOWER SPECIFICATIONS	01-010-6303	1.00	16,000.00	other	04/04/18	Rcvd		
18-00398	1	NORTH015	NORTH AMERICAN PIPELINE SERV.	HIGH STREET SANITARY SEWER	01-010-6303	1.00	19,020.33	other	04/04/18	Rcvd		
Bid:		0.00	State:	0.00	other:	35,020.33	Exempt:	0.00	Total:	2.00	35,020.33	
Total Tracking Ids:		1	Total Qty:			2.00	Total Amount:		35,020.33			
Total Bid:		0.00	Total State:		0.00	Total Other:		35,020.33	Total Exempt:		0.00	

RESOLUTION 2018-47

**A Resolution Approving S1nr Application for Sewerage Service Between the Mount Holly
Municipal Utilities Authority and Feinberg & McBurney Realty for CVS,
Township of Lumberton, Block 6.04 LOT3.05, 3.06, 6-11**

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

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

WHEREAS, Feinberg & McBurney Realty; (hereinafter "Applicant") has its address or principal place of business at 1874 East Marlton Pike, Cherry Hill, NJ 08003; and

WHEREAS, the Applicant proposes to construct ten (10) single family dwellings to be known as CVS (hereinafter "Project") on Block 6.04, Lots 3.05, 3.06, 6-11 in the Township of Lumberton; and

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

WHEREAS, the Applicant has submitted an S1NR 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 S1NR Application for Sewerage Service are true.

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority, the S1NR Application for Sewerage Service as submitted by the Applicant is hereby approved.

Record Vote

AYE NO ABSTAIN ABSENT

The foregoing is a true copy of a Resolution adopted by the Authority on April 12, 2018.

Brandy C. Boyington, Secretary

THE MOUNT HOLLY MUNICIPAL
UTILITIES AUTHORITY

BY _____
Jules Thiessen, Chairman

[SEAL]

Resolution No. 2018-48

A resolution of the Mount Holly Municipal Utilities Authority Authorizing the submission of an application to the New Jersey Local Finance Board Pursuant to *N.J.S.A. 40a:5a-6*

BACKGROUND

WHEREAS, The Mount Holly Municipal Utilities Authority ("Authority") desires to make application to the New Jersey Local Finance Board for its review and/or approval, pursuant to *N.J.S.A. 40A:5A-6*, of the Authority's proposed issuance of revenue refunding bonds in an aggregate principal amount not to exceed \$_____; and

WHEREAS, the Authority believes:

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for the health, welfare, convenience or betterment of the inhabitants of the County of Burlington, New Jersey ("County");
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant; and
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the County and will not create an undue financial burden to be placed upon the Authority.

Now, therefore, be it resolved by the Mount Holly Municipal Utilities Authority and the members thereof, as follows:

Section 1. The application to the New Jersey Local Finance Board is hereby approved, and the Authority's Bond Counsel, Solicitor, Financial Advisor and Auditor along with other representatives of the Authority are hereby authorized to prepare such application and to represent the Authority in matters pertaining thereto.

Section 2. The Authority's Secretary and/or Executive Director are hereby directed to prepare and file a copy of this resolution with the New Jersey Local Finance Board as part of such application.

Section 3. The New Jersey Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey law.

Section 4. This resolution shall take effect immediately upon adoption this 12th day of April, 2018.

Recorded 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 April 12, 2018.

BRANDY C. BOYINGTON,
Board Secretary

[Seal]

(PART I)

**STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES
LOCAL FINANCE BOARD
APPLICATION CERTIFICATION**

APPLICANT'S NAME: The Mount Holly Municipal Utilities Authority ("Authority")

I, Michael Dehoff, Treasurer of the Authority

DO HEREBY DECLARE:

That the documents submitted herewith and the statements herein are true to the best of my knowledge and belief; and

That this application was considered and its submission to the Local Finance Board approved by the governing body of the Authority on April 12, 2018; and

That the governing body of the Authority has notified each participating local unit of its submission of this application to the Local Finance Board and has made available to each, a true copy of this application.

MICHAEL DEHOFF, Treasurer

Attest:

(date)

**Mount Holly Municipal Utilities Authority
Regular Meeting of the Board of Commissioners
April 12, 2018**

Executive Director's Report

- **NJPDES Permit Renewal Status Engineering - Resolution # 2015-94:** A meeting was held between Environmental Resolutions, Inc. (ERI) and Authority Staff on March 27th to review the future needs regarding PAA storage and metering. A revised proposal was received from ERI on April 2nd for engineering services to design and construct a permanent PAA storage and metering facility. A resolution has been prepared and is on the April 12th Board Agenda for discussion and approval consideration since the Authority has recently changed disinfection chemicals.
- **Eastampton Township - Monmouth Road Sewer Main Replacement Project:** On Tuesday April 3rd, a preconstruction meeting was held between Booth Mechanical, Alaimo Associates and Authority Staff. This project is to replace approximately 321' of 16-inch asbestos cement pipe in the vicinity of the lake at the Sherwood Apartments. The project is expected to start in approximately two weeks and should be completed in about one week once construction begins.
- **NJDEP Compliance Inspection:** A compliance inspection of the treatment facilities was held on March 27, 2018 by the Authority's new DEP Inspector. There hasn't been any feedback or reports received from the inspection as of now and a follow-up sampling visit is scheduled on May 7th by the same inspector.
- **Maple Avenue Turbo Blower Replacement Status - Resolution 2017-103 (Contract 2017-17):** The Bid Specifications for the replacement blower are expected to be advertised starting Tuesday April 10th with a bid opening date of Thursday May 3rd.
- **Mount Holly - High Street Sewer Main Repair Project Resolution # 2017-49:** There is one manhole that needs to be installed on Murrell Street to complete this project. This final task will be completed once New Jersey American Water relocates a water main that currently conflicts with its installation.
- **Postage and Handling Fee Credit - Resolution 2017-110:** Since the December 21, 2017 approval of the postage and handling credit, the Authority has received and processed more than 4,200 credit certification forms. As of April 5th, more than \$94,000.00 has been credited back to the customers' accounts.
- **Mount Holly - Pump Station 213 (Garden Street) Resolution # 2017-29:** Alaimo Associates has prepared bid documents for Authority to review. No change in status for this project since the March 8, 2018 meeting.
- **Fuel Dispensing Services:** The 8,000-gallon gasoline tank and 2,000-gallon diesel fuel tank have been removed from the township property. The Authority has been out of the business of supplying fuel since August 2017 and the card swipe system has worked out well.
- **Training was conducted:** On April 6, 2018 workplace discrimination and anti-harassment training was conducted for the MHMUA employees who missed the February training session. All employees have received this required training.
- **Ron Nicholson Scholarship fund:** The 2018 Ron Nicholson Scholarship fund request was received and the award will be presented by the Authority at the RVRHS Performing Arts Center in June.

MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
ENGINEER'S STATUS REPORT
April 6, 2018

- M-0030-0317 Garden Street Pump Station Replacement
- Alaimo received MHMUA comments on June 1, 2017. Alaimo submitted a proposal to MHMUA to complete the final design on August 22, 2017. Project review meeting with MHMUA was held on October 18, 2017. Proposal for final design will be revised and submitted to MHMUA.
- M-0030-0318 Sanitary Sewer Replacement – Monmouth Road
- Bids were accepted on March 1, 2018. Bid tabulation and recommendation letter will be issued the week of March 5, 2018.
Preconstruction meeting was held April 3, 2018. Shop drawings are forthcoming and construction work is to begin within 30 days.
- M-0030-0319 High Street Sanitary Sewer Improvements
- All project work has been completed except for the installation of the manhole on Murrell Street.
- M-0030-0320 Sludge Tank Conversion
- After completing field walk-through, Alaimo will submit a proposal for final design for MHMUA review and comment.**
- M-0030-0321 TSST Tank Demolition
- After completing field walk-through, Alaimo will submit a final design proposal for MHMUA review and comment.**
- M-0030-0322 Reactor Demolition
- After completing field walk-through, Alaimo will submit a design proposal for MHMUA review and comment.**
- M-0030-0323 Odor Control Sludge Tanks/BFP Room
- Alaimo will submit a design proposal for MHMUA review and comment. This will include a conceptual design for the odor control system.**

M-0030-0324 Turbo Blower Replacement

Alaimo has received MHMUA comments on the design documents. Documents are to be finalized and bids are to be received on May 3, 2018.

M-0030-0325 P.S. Corrosion Protection System

Alaimo to submit a design proposal for MHMUA review and comment.

M-0031-0218 Waverly Pointe Subdivision

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

M-0031-0219 Quaker Steak & Lube

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

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

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

M-0031-0223 Lennar at Rancocas Creek

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

M-0031-0224

Eastampton Place West

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

M-0031-0226

West Rancocas Phase 1B-2-3C

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

DJS/dal



SUPERINTENDENT OF OPERATION'S REPORT

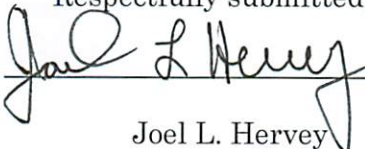
FOR

April 12, 2018

PLANT OPERATIONS

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

Respectfully submitted,



Joel L. Hervey
Superintendent of Operations

MONTHLY AVERAGE VALUES

PARAMETER	10/16	11/16	12/16	01/17	02/17	03/17	04/17	05/17	06/17	07/17	08/17	09/17	YEARLY AVERAGE		Limits
													This Reporting Period	Last Reporting Period	
POTW Flow	2.88	2.88	2.97	3.43	3.46	3.64								2.968	5
CBOD5(influent)	278	331	237	286	263	247								286.6	n/a
CBOD5(effluent)	< 2	< 2	2.64	3.02	3.14	3.14								2.3	15
COD(influent)	849	1035	967	789	820	936								896.0	n/a
COD(effluent)	25.5	27.7	36.5	35.4	30	32.4								36.4	n/a
TSS(influent)	404	580	496	466	618	435								538.5	n/a
TSS(effluent)	1	1	2	3	2	0.75								1.9	30
pH(influent-Max)	9	7.4	7.2	7.2	7.1	6.9								8.1	n/a
pH(influent-Min)	6.3	6.7	6.9	6.8	6.5	6.5								5.8	n/a
pH(effluent-Max)	7.3	7.2	7.2	7.2	7.2	7								7.1	9
pH(effluent-Min)	6.7	6.9	6.8	6.7	6.6	6.6								6.3	6
Oil & Grease (effluent)	< 2.2	< 2.2	< 2.1	4	< 2.2	< 2.2								1.7	10
SQAR															
Arsenic	< 12.7	< 11.7	< 12	< 15.1	< 12.3	< 12								<13.1	41
Beryllium	< 6.3	< 5.8	< 6	< 7.5	< 6.2	< 6								<6.5	n/a
Cadmium	< 3.2	< 2.9	< 3	< 3.8	< 3.1	< 3								<3.3	39
Chromium	19.6	23.4	21.5	21.6	21.1	19.6								26.68	n/a
Copper	685	901	676	631	551	531								903.8	1500
Lead	23.3	26.9	26.1	21.9	16.8	20.5								31.02	300
Mercury	0.86	0.76	0.84	0.48	0.64	0.56								0.67	17
Molybdenum	< 12.7	< 11.7	< 12	< 15.1	< 12.3	15.6								7.44	75
Nickel	15	18.8	16.5	15.3	14.9	16.1								19.92	420
Selenium	< 31.7	< 29.2	< 30.1	< 37.7	< 30.8	< 29.9								<32.6	100
Zinc	1150	1400	1210	1160	960	919								1570.0	2800
Cyanide	N/A	N/A	1.9	N/A	N/A	N/A								1.70	n/a

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

FORM AR-5a

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

Annual Consumables Summary- 2018

Fund Number	Consumable Name	Unit													Actual	Actual	Actual	Projected 2018		2018
		Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTDTOT	YTDAVE	YTDCOST	Quantity	Costs	Budget
020-6042	City H2O (100 gal)	0.5968	584.77	159.70	192.66										937.13	312.38	\$559.28	3748.52	\$2,237.12	\$15,000.00
040-6045	Diesel Fuel (gal) Vehicles	2.8266	116.68	98.23	60.50										275.41	91.80	\$778.47	1,101.64	\$3,113.90	\$10,600.00
020-6044	Diesel Fuel (gal) Gen	2.2414	43.00	130.00	665.70										838.70	279.57	\$1,879.86	3,354.80	\$7,519.45	\$20,000.00
022-6044	Diesel Fuel (gal) Maple Ave	2.2414	10.00	2.00	155.00										167.00	55.67	\$374.31	668.00	\$1,497.26	\$5,000.00
020-6106	Ecogrow Nutrients	5.7500	15.00	15.00	15.00										45.00	15.00	\$258.75	180.00	\$1,035.00	\$2,000.00
020-6041	Electric (100 kwhr)	2.8010	2,492.00	2,016.00	2,240.00										6,748.00	2,249.33	\$18,901.15	26,992.00	\$75,604.59	\$380,000.00
022-6041	Electric (100 kwhr)Maple Ave	10.721	733.91	561.21	375.69										1,670.81	556.94	\$17,912.75	6,683.24	\$71,651.02	\$200,000.00
020-6102	Hypochlorite (gal)	1.0850	0.00	0.00	0.00										0.00	0.00	\$0.00	0.00	\$0.00	\$82,000.00
022-6102	Hypochlorite - Maple Ave	1.0850	10.00	88.00	127.00										225.00	75.00	\$244.13	900.00	\$976.50	\$2,100.00
020-6105	Lime (lbs)	0.0810	1,100.00	650.00	1,100.00										2,850.00	950.00	\$230.85	11,400.00	\$923.40	\$1,000.00
020-6104	MgOH (gal)	2.2512	1,320.00	110.00	911.00										2,341.00	780.33	\$5,269.99	9,364.00	\$21,079.96	\$63,000.00
020-6046	Natural Gas (ccf)	1.0315	12.74	78.20	66.80										157.74	52.58	\$162.71	630.96	\$650.84	\$7,500.00
022-6045	Natural Gas (ccf) Maple Ave	1.0315	990.221	748.808	747.740										2,486.77	828.92	\$2,585.10	9,947.08	\$10,260.41	\$5,000.00
020-6101	Polymer (lbs)	1.2900	1,670.00	1,170.00	1,770.00										4,610.00	1,536.67	\$5,946.90	18,440.00	\$23,787.60	\$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	\$25,000.00
040-6045	Unleaded-MUA (gal) Pitt Tank	1.6677	29.60	6.50	27.70										63.80	21.27	\$106.40	255.20	\$425.60	\$139,400.00
040-6045	Unleaded-MUA (gal)	2.4160	317.33	563.81	822.06										1,703.20	567.73	\$4,114.93	6,812.80	\$16,459.72	
Subtotal															\$59,305.59			\$237,222.35		\$1,012,600.00
Collection System Consumables																				
040-6104	Bioxide (gals)	2.8300	1,373.00	1,399.50	1,370.40										4,142.90	1,380.97	\$11,724.41	16,571.60	\$46,897.63	\$90,000.00
040-6044	Diesel Fuel (gal) P/S Gen	2.2414	23.00	25.10	37.60										85.70	28.57	\$192.09	342.80	\$768.35	\$500.00
040-6046	Natural Gas (ccf)	1.0225	95.00	81.00	551.26										727.26	242.42	\$743.62	2,909.04	\$2,974.49	\$3,500.00
Subtotal															12,660.12			50,640.47		
Total															\$16,775.05			\$287,862.82		\$1,016,100.00

Source Name	Waste Type	Flow, gpd	Total Gallons	Total Tons	No. of Trucks	Average % Solids	Amount Charged
A & L SEPTIC SERVICES	Septage	11097	344,000		67	0.4	\$13,760.00
A-Action Plumbing, Inc.	Septage	58	1,800		1	0.1	\$72.00
BEMS / BIG HILL LANDFILL	Leachate	484	14,997		3	1.4	\$584.88
Burlington County RRF PO# 13-09265	Leachate	28207	874,421		141	0.4	\$15,739.58
Cella's Septic Company	Septage	5048	156,500		38	0.9	\$6,661.10
Champion Contracting, LLC	Septage	1374	42,600		11	0.5	\$1,704.00
DREDGE HARBOR BOAT CENTER LLC	Septage	226	7,000		1	0.1	\$280.00
Deckers Septic	Septage	1277	39,600		12	0.5	\$1,560.09
Dey Farms	Miscellaneous	1129	35,000		5	0.1	\$1,750.00
Dolan Septic LLC	Septage	206	6,400		2	0.6	\$256.00
Don E. Miller Cesspool Service	Septage	3226	100,000		25	0.5	\$4,000.00
Drayton	Septage	9032	280,000		60	0.4	\$11,200.00
Drayton Transfer Station	Septage	3123	96,800		22	0.5	\$3,872.00
Fieldsboro	Sludge	161	5,000		1	1.1	\$400.00
GROWS Landfill Stormwater	Miscellaneous	42139	1,306,314		256	0.1	\$23,513.65
Homestead Treatment Utilities, Inc.	Sludge	2355	73,000		12	0.5	\$2,993.00
Joseph J Carbin Plumbing	Septage	73	2,250		1	0.2	\$90.00
Laird & Company	Miscellaneous	736	22,829		4	0.5	\$1,050.13
Mansfield Farms	Sludge	1671	51,800		8	0.9	\$2,123.80
Mobile Estates of Southampton, Inc.	Sludge	323	10,000		2	1.7	\$800.00
NEW EGYPT SCHOOL PO#15-1280	Sludge	139	4,300		1	1.4	\$344.00
Palmyra	Sludge	1048	32,500		5	1.3	\$1,625.00
Puglisi Egg Farms. Inc.	Septage	968	30,000		5	0.6	\$1,200.00
Roman Septic	Septage	387	12,000		3	0.4	\$480.00
Russell Reid	Septage	606	18,800		3	0.1	\$752.00
State Environmental Services	Septage	1052	32,600		8	0.5	\$1,304.00
Waste Management/Parklands Landfill	Leachate	1874	58,100		14	0.2	\$1,452.50

Total Gallons	Total Tons	No. of Trucks	Amount Charged
3,658,611	0	711	\$99,567.74

YEARLY TOTALS OF COLLECTION SYSTEM WORK

R-23A

YEAR 2018

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
1) MISCELLANEOUS BEEPER CALL	7	6	7										20
2) MISCELLANEOUS CALLS NOT OURS	2	1	3										6
3) NUMBER OF OVERTIME CALLS	5	4	1										10
4) ACTUAL OTHER BILLABLE MANHOURS	0	0	0										0
5) NUMBER OF FEET OF PIPE CLEANED	15,514	26,608	33,936										76,058
6) MANHOLE OVERFLOW INCIDENTS	1	0	0										1
7) LATERAL INSPECTIONS	4	4	6										14
8) MANHOLE INSPECTIONS	24	22	12										58
9) TOTAL NUMBER OF SERVICE CALLS (STOPPAGE)	14	11	6										31
10) NUMBER OF SERVICE CALLS NOT OUR PROBLEM	12	10	6										28
11) NUMBER OF OVERTIME SERVICE	6	6	6										18
12) NUMBER OF REPEAT SERVICE CALLS **	0	0	0										0
13) NUMBER OF SECOND WATER METER READINGS	0	6	8										14
14) NUMBER OF FEET OF PIPE SMOKE TESTED	0	0	0										0
15) NUMBER OF FEET OF PIPE TELEVIEWED	0	0	0										0
16) MARK OUT REQUESTS	329	364	351										1,044

** SAME MAIN IN A 3 MONTH PERIOD

MARCH 2018 COLLECTION SYSTEM COMMENTS

Pump Station	Date	Electrical Maint Required	Mechanical Maint Required	Pumps Clogging	Generator Problems	Alarm System Problems	Miscellaneous
201	3-5-2018						Found P-1 tripped. Reset pump and observed pump operation.
204	3-2-18	Installed new pump controller.					
214	3-7-14						North American Pipe repaired 3 holes in drywell can.
215	3-12-2018			P-2 and check valve.			
218	3-6-18		P-2 was pulled because it was tripped. Wear ring was found to be worn and needed replacement. Pump was taken to maintenance.				
218	3-26-2018			P-1			
218	3-29-18						P-2 back in service.
237	3-23-2018						Responded P-2 high temp alarm. Pulled P-2 and removed debris from cutter ring assembly.

MARCH 2018 COLLECTION SYSTEM COMMENTS

THERE WAS ONE BIOXIDE DELIVERY MADE IN THE MONTH OF MARCH ON 3-6-2018 .

<u>PUMP STATIONS</u>	<u>GALLONS</u>
P/S # 15	
P/S # 19	1,038
P/S # 21	424
P/S # 22	
P/S # 24	
P/S # 25	
P/S # 26	337.8
C.O.B	

THERE WAS TOTAL OF 1,799.8 GALLONS OF BIOXIDE DELIVERED IN THE MONTH OF MARCH.

THERE WERE THREE FUEL ADDITIONS MADE IN THE MONTH OF MARCH ON 3-7-2018, 3-8-2018 AND 3-14-2018.

<u>PUMP STATION</u>	<u>GALLONS</u>	<u>PUMP STATION</u>	<u>GALLONS</u>
P/S # 01		P/S # 21	
P/S # 02	32.3	P/S # 22	
P/S # 08		P/S # 23	22.6
P/S # 10		P/S # 24	
P/S # 11	2.4	E.A.S.	
P/S # 14		H.A.I	
P/S # 15		20 KW	
P/S # 17		100 KW	28.8
P/S # 18	25.6	150KW	35.1
P/S # 19			
P/S # 20			

THERE WAS 146.8 TOTAL GALLONS OF FUEL DELIVERED IN THE MONTH OF MARCH.

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

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

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

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

Bulk Waste Monitoring March, 2018

	March	February	October 2017- September 2018	October 2016- September 2017
1. Number of bulk delivery pH, T.S. and sensory checks:	711	10	3,935	5,951
2. Number of bulk delivery conventional pollutant checks:	11	10	62	108
3. Number of bulk septage sources:	15	14	20	20
4. Number of bulk sludge sources:	6	7	12	13

Sampling (March): None
Inspections (March): None

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

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

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

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

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

Administrative										Legal/Judicial									
FAC Name	NV	CS	AM	AR	W	AS	SC	O	I	CA	CP	CAA	CAP	SI	SA	PC	CAF	MA	
Burl. Co. Resource Recovery	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Dey Farms	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
GROWS Stormwater	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Landfill & Development	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Metal Etching Technology Assoc	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$250	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	\$250	0	0
Last Reporting Period	0	0	0	0	0	0	0	0	0	0	\$0	0	\$0	0	\$0	\$0	0	0

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

AED Units & First Aid Kits:

- FA Kits were restocked as needed
- 9-Volt batteries in the AED units were changed during routine inspection

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

- Worked with Tony to update and finalize the Electrical Safety, Arc Flash and Lockout/Tagout Power Point program to be presented to employees on April 3rd and 5th
- Ordered new "DANGER" High Voltage signs to replace faded signs around substations and High Voltage stickers needed for substation transformers
- Assisted & monitored electricians while making the temporary connection of the rental generator for plant 2 to the transfer switch and printed warning and instruction labels for plant 2 transfer switch as directed by Wayne
 - Used the monitoring observation as part of a Job Safety Observation
- Posted the "final" energy specific lockout procedures (LOTO) for the press room, sludge pumps and related equipment/operations in the pressroom by the control cabinet and pipe gallery by the sludge pumps

Confined Space:

- Ordered new Confined Space Warning signs for the Collection System pump stations
- Discussion is still ongoing with Pendergast Safety regarding the various base plate bolt configurations being considered for the elevated tanks and walkways for improved CSE safety and non-entry rescue
- Discussion with plant operators regarding CSE entry techniques into grit channels and required PPE
- Completed multiple calibrations and bump test for one of the multi-gas meters for the Collection System because of a LEL sensor over-range reading. After calibrations and a bump test, there were still "drifting" issues with the sensor. After speaking with the supplier and manufacturer, one of two issues is being considered, a bad circuit board or LEL sensor, both of which are warranty issues so the meter was shipped back for inspection and repair

Database:

- Worked with Pat and John to update the Permits, License Application & Renewal spreadsheet by grouping items into similar categories to improve document function and management

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

NO CHANGE IN STATUS

Emergency Action and Response and Plan:

- The Plan continues to be updated based on changes in operation or exposure
- Revised the Spill Prevention Control and Countermeasure (SPCC) plan to reflect the new yard tank and removal of any reference to 250 Rancocas Road, updated site line exposures to wetlands and tidal waterway and Emergency Actions Plans for petroleum spills.
 - The revised document was reviewed by the NJDEP during their inspection on March 27th

Environmental Stewardship – ESP:

- Reviewed the EPA Workplace Chemical Hazard Alternative and Substitution program for inclusion in the MHMUA Environmental Stewardship program

Interstate Mobile Care:

- Physicals, audiometric testing and pulmonary function tests were completed for scheduled employees.
 - A memo was sent to 10 employees that have a CDL license but are not in the Collection System advising that the Authority will no longer cover the cost of their CDL medical evaluation

NJDEP:

- Gathered information on the rental generator setup at Plant 2 and processed the Initial Notification to Temporarily Replace Permitted Source Operations Shutdown During Construction, Repair and Maintenance Activities document for NJDEP and emailed to Central NJDEP office and Martchella Popova, Compliance and Enforcement Officer.

NJUA JIF:

- Received the 2018 Safety Incentive Program
 - The focus this year will be on an increased workplace presence by completing Job Safety Observations (we already have in place) as a means to identify at “risk activities and/or behaviors” and correct them not just for the “at risk employee”, but for employees as a whole
 - Completed a JSO of electrical and maintenance personnel connecting the rental generator to transfer switch
 - Completed JSO of plant and collection operators cleaning weirs on secondary
- Pursuant to discussion at the February Executive Safety Committee meeting, I was requested to email copies of the supervisor training and succession planning programs and related HR information (I used in 2014 to provide JIF wide training) to Maria Brush at Rockaway Valley RSA to be used in developing an updated supervisor training track for NJUA Safety EXPO's
- Pursuant to discussion at the February Executive Safety Committee meeting, I was requested to email copies of training program information to George Lewis, Executive Safety Committee Chairperson for use in the NJUA/MEL/ OSHA 10-hour safety course.

Peracetic Acid (PAA) Trial / Acid Magic:

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

Qualified Purchasing Agent (QPA):

- Attend a QPA continuing education seminar “OPRA” as part of the three year renewal process and emailed notes from the meeting to Brandy as the Authority's CPR
- Pursuant to Joel's request, completed a detailed review of the Maple Avenue Replacement Blower Bid Specs

Right-To-Know:

NO CHANGE IN STATUS

Safety Committee Activities:

- Still researching options to install davit base anchors at both treatment plants so that a davit base and retrieval device could be used to improve employee safety when entering the tanks
 - Hilti bolts - B7 stainless steel rod embedded 5 and 5/8 inches. The rod is threaded the entire length and set with HY200 epoxy
- Continuing to develop several safety bulletins regrading work related topics, including office safety to be distributed to exposed employees as a means to enhance the Authority Safety Program

Safety Equipment:

- Inspected and dated the new Arc Flash/Electrically safe full body harnesses and chokers for the electricians and reviewed proper donning and doffing procedures with them.
- Issued new protective safety glasses to several of the plant operators
- Completed the order for 10 additional ResQ Discs manufactured by Save A Life as replacements for the large life rings at both plants that need to be replaced

Safety Manual:

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

Training:

- In the process of developing an Emergency Preparedness Power Point program for employees as recommended by Homeland Security and the Federal Bureau of Investigation for government sector employers/employees to include, but not be limited to the following emergency situations: Evacuations, Lockdown/Lock-in, Lockout and Shelter-In-Place, Active Shooter, Terrorism, Workplace Violence, etc.
- Updated the AED/CPR/First Aid programs with recent information made available through the American Heart Instructor Network
 - Compiled and submitted AHA instructor recertification paperwork and mailed to Shore Medical Cardiac Training Center
- Received confirmation from NJDEP Licensing Unit that the Authority has received Total Contact Hour (TCH) credit approval for three additional programs. This brings the total of approved programs to 15.

- Finish revising and updating the 2017 TCH records and licensed operator information and submitted to NJDEP per recent emails using the NEW format received on 2/28/2018

Winter Storm Quinn:

- Pursuant to requested received from the County of Burlington, compiled overtime costs and equipment costs associated with snow and debris removal as the County is hoping to qualify for reimbursement for same.

2018 Activity

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

DOL	Lost Time Days	Restricted Duty Days	DESCRIPTION	TYPE
1/3/18	0	3	Turned ankle while walking down steps to access vehicle. Responded to Maple Ave. to ice and wrap the ankle and transport to med-clinic for examination. Spoke with employee who reported occasional reoccurring ankle pain since injury on January 3 rd . Does not want to follow up with exam at this time. Spoke with Qual Lynx about above and was advised claim is closed so if employee wants follow exam, a new claim must be opened	Sprain/Strain
1/15/18	0	0	Slip and fall (Multiple Body Contusion) on icy surface in sludge bin caused by pressure washing pump station basket needing repair. No offsite treatment required	Slip & Fall
2/3/18	0	0	Contusions to right elbow and shoulder when employee fell into an uncovered and unprotected sump pit while investigating and cleaning up a sewer backup into the basement of a home. No offsite treatment required	Fall/Struck Against
3/2/18	0	0	While re-securing the tarp to the front of a full dumpster during a storm, a wind gust caused employee to lose balance and his right hand to hit the dumpster causing a slight cut on knuckle. No offsite treatment required	Fall/Struck Against

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

2018 General Liability – * Indicates submission to Qual Lynx*

DOI	DESCRIPTION	
1/1/18	20 Buttonwood, Mount Holly	Sewer backup into basement from surcharged line in street. Called All Risk for emergency cleanup response. Processed and submitted all claim forms, pictures and related information via email to Qual Lynx, Brian Monaghan, Authority RMC and Authority management. Follow-up with visits to the site to meet with All Risk and photograph previous tenant property being disposed of by written request of the property owner.
1/25/18	9 Cove Court, Lumberton	Accompanied Jason Corn and Bob Young to investigate a possible sewer backup into the basement that was potentially related to a malfunctioning air release valve on Anchor Court. The incident was determined to be unrelated to the air release and was caused by the property owners malfunctioning GFCI on an ejector pump in the basement
2/3/18	201 Canary Lane, Mount Holly	Sewer backup into basement from surcharged line in street. Called All Risk for emergency cleanup response. Processed and submitted all claim forms, pictures and related information via email to Qual Lynx, Brian Monaghan, Authority RMC and Authority management. Completed a follow-up visit to the site to meet with All Risk to review progress of cleanup. Filed final paperwork for the Authority to recoup overtime, equipment and material costs. Provided a detailed response to NJUA Safety Director in response to several questions that were asked at the Claims Committee meeting.

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

DOI	DESCRIPTION	
1/5/18	Pump Station 221	While plowing snow at the pump station, the taillight of truck was cracked when the backing vehicle made contact the gate locking mechanism of pump station

1/13/18	Pump Station 228	Investigated an electric heater related fire occurred in the control cabinet of pump station 228. Processed and submitted all claim forms, pictures and related information via email to Qual Lynx, Brian Monaghan, Authority RMC and Authority management. A final spreadsheet with all related costs and supporting documents was submitted to Qual Lynx.
3/7-8/18	Generator A Plant 2 Rancocas Road WWTP	Generator A malfunctioned when the heavy blanket of snow that accumulated on the enclosure melted rapidly from the heat of the exhaust. Liquid was somehow pulled into the stator (electrical producing side) prohibiting the generator from producing electrical power. After the generator was dried out, inspected a cleaned, it was started up and produced a load "bang" and was immediately shutdown. A boiler/machinery claim was submitted to the JIF and assigned to CNA (April 3 rd inspection) and Atlantic Switch and Generator will inspect the generator on April 5 th to determine extent of damage and required repairs.
12-28-17	Elevated Rail Trestle, Rails-To- Trails, Creek Island Park	On December 28, 2017, a food delivery driver while following the directions on his GPS, drove down the bike path off Madison Avenue and onto the trestle. As he drove across the trestle, his vehicle damaged an 80' section of chain link fence, as well as the vertical and horizontal supports. The incident was investigated by the Mount Holly PD and three tickets issued the driver. The MHPD never notified the Authority of the damage. We identified the damage on 3/15/18 while checking for down trees and limbs as a result of the three storms. A copy of the MHPD report was obtained and provided to Qual Lynx. Herdt Fence was approved to make the repairs

Adam and I completed a damage assessment of all locations following the three storms to identify any damage to Authority or neighboring properties. Numerous locations were found to have trees or tree limbs down and or limbs or debris laying on neighboring property. Employees removed most of the debris however the damage at two pump stations requires the services of a private contractor to remove a portion of the trees and other growth. A written storm damage summary with pictures was provided for review

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

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

<u>BANK ACCOUNTS</u>	<u>REGISTRATION</u>	<u>AMOUNT</u>
Beneficial Bank	MHMUA Escrow Account	\$ 225,714.05
Beneficial Bank	MHMUA Self Insured UE Fund	\$ 38,276.83
Beneficial Bank	MHMUA Payroll	\$ 9,841.15
Beneficial Bank	MHMUA Operating Fund	\$ 729,538.24
Beneficial Bank	MHMUA Trustee Deposit Account	\$ 794,973.68
Beneficial Bank	MHMUA FSA Account	\$ 4,358.55
		<u>\$ 1,802,702.50</u>

ACCOUNTS HELD IN TRUST

T.D. Wealth Management	Debt Service Reserve	\$ 3,936,743.25	In Trust
T.D. Wealth Management	Revenue Fund	\$ 2,400,483.50	In Trust
T.D. Wealth Management	Renewal & Replacement	\$ 10,101,556.28	In Trust
T.D. Wealth Management	Debt Service Fund	\$ 2,066,293.09	In Trust
		<u>\$ 18,505,076.12</u>	

Debt Service payment June 1, 2018:		
Total Debt Payment 6/1/2018	\$	428,393.76
Balance 3/31/2018	\$	2,066,293.09
Debt Service (Required)/Available	\$	<u>1,637,899.33</u>

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

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