Mount Holly Municipal Utilities Authority
Regular Meeting Minutes June 10, 2021

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, June 10, 2021 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Jay Springer, Vice Chairman
Mr. Rich DiFolco, Commissioner
Ms. Jeena Sheppard, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP
Ms. M. Lou Garty, Esq the Garty Law Firm
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer
Mr. Robert Young, Operations Superintendent
Mr. Anthony Stagliano, Safety Director & Special Projects
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Ms. Brandy C. Boyington, Board Secretary
Mr. Jim Logue, Communications Director / Grant Writer

ABSENT: Mr. Christopher Banks, Commissioner

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 and the Courier Post on March 03, 2021. On Monday, June 07 ,2021 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 Agenda Items Only None

Approval of Minutes Regular Meeting Minutes May 13, 2021

Commissioner DiFolco moved for the approval of the regular minutes from the May 13, 2021. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

New Business

Resolution 2021-57 A resolution of the Mt. Holly Municipal Utilities Authority awarding contract # 2021-13 (Auditor) Commissioner DiFolco moved for the approval of resolution 2021-57. Mr. Dehoff stated the Authority received one submission and it was from Brent Lee at $27,000, five hundred dollars more than last year. Mr. Dehoff stated Brent Lee has done the audit for the Authority for many years and does a good job. Commissioner Sheppard asked why the Authority waited until June to select an annual Auditor. Mr. Dehoff stated historically that is when it was awarded, Mr. Dehoff continued saying the audit is typically due April 30th and after submission we would elect the new audit. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

Resolution 2021-58 A resolution of the Mt. Holly Municipal Utilities Authority awarding contract # 2021-14 for Cured in Place Pipe (C.I.P.P). Executive Director Maybury stated this is to award a contract to install a lining in approximately sixteen hundred feet of ACP pipe in Mt. Holly and Lumberton Townships. Mr. Stagliano informed the board of additional details of the project and the bidding process. Mr. Stagliano recommended that the Authority award the contract to Standard Pipes Services, Inc. Commissioner Sheppard questioned if the Authority has worked with any of the other bidders. Commissioner DiFolco questioned the reason for difference in lowest and highest bid. Mr. Stagliano answered both Commissioners in detail. Commissioner DiFolco moved for the approval of resolution 2021-58. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

Resolution 2021-59 A resolution of the Mt. Holly Municipal Utilities Authority awarding contract # 2021-10 (**Roll-off Truck**) Commissioner Springer moved to ***table*** resolution 2021-59. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

Motion to allow the Authority's purchasing department to negotiate with vendors for a Roll-off Truck. Commissioner DiFolco moved to allow negotiations with vendor for roll-off truck with the understanding that the Executive Director would return to the board with a report as to his negotiation so a formal resolution could be considered at that time. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

**Resolution 2021-60 A resolution awarding contract 2020-18 for the Maple Avenue Wastewater treatment facility blower replacement project. Executive Director recommended awarding this project to Level 1 Construction. Commissioner Sheppard asked various question on the selection process, Executive Director Maybury and Mr. Skibicki, Engineer answered them. Commissioner DiFolco moved for the approval of resolution 2021-60. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

<u>Consent Agenda</u>:
"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 2021-62	A resolution approving the operating expenses for the month of May
*Resolution 2021-63	A resolution approving the sewer refunds for the month of May
*Resolution 2021-64	A resolution approving the expenditures for the month of May from the escrow fund.
*Resolution 2021-65	A resolution approving the expenditures for the month of May from the improvement replacement fund.

Commissioner DiFolco moved for the approval of consent agenda. Commissioner Sheppard seconded The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

Communications:

To be presented by the public None

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury informed the board members that a bond release was received from Fernmoor, the former Lakes Appliance building located at 73 Washington Street. The 36 apartments constructed by Fernmoor have been completed, are occupied and the bond will be released. A "willingness to serve" request letter was received for 810 Marne Highway in Hainesport Township for a proposed 3-story residential, age-restricted apartment building with approximately seventy units. ERI Engineering submitted a construction/demolition estimate in the amount of $250,000 for removal of the old incineration chimney, the attached two-story building and removal of the earth ramp at the Rancocas Road Treatment Facility. The demolition resolution will appear on the July agenda for approval consideration. Over the upcoming months, Authority staff will be touring several wastewater facilities to identify the best available technology for replacement headworks equipment at the Rancocas Road Treatment Facility.

Report of the Engineer The Report of the Engineer was received.

Report of the Operations Superintendent The Report of the Operations Superintendent was received. Mr. Young welcomed the new commissioners and had nothing to add to his report.

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

Report of the Solicitor Nothing for open session will reserve comments for Executive Session.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. Mr. Dehoff informed the board that there was a phone inquiry about the Authority's disabled veteran discount and proposed further discussion at the annual rate hearing.

Other new business None

Matters to be presented by the Commissioners None

Executive Session Resolution 2021-61
Commissioner DiFolco motion to enter Executive Session to discuss personnel matters. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

**Resolution 2021-62 A resolution of the Mt. Holly Municipal Utilities Authority authorizing a shared service agreement with Mt. Holly Township outlining the for the Communication Director, Mr. Jim Logue. Commissioner DiFolco moved for the approval of resolution 2021-60. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

Adjournment Time 7:20 PM
Commissioner DiFolco moved for the adjournment. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Springer, Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard
Nays:
Absent:
Abstain:

**** Indicates addendum to original agenda.**

Respectfully submitted,

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Brandy C. Boyington, Secretary