

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
APRIL 11, 2013**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, April 11, 2013; at 6:00 PM. Chairman Edwards called the meeting to order with the following roll call:

PRESENT: Mr. Jason Carty, Commissioner
Ms. Jaqueline Perinchief, Commissioner
Mr. Jules Thiessen, Vice Chairman
Mr. John R. Edwards, Chairman

ALSO Joseph V. Rizzuto, Executive Director
PRESENT: George M. Morris, Esq., Solicitor
Albert K. Marmero, Esq., Long Marmero & Associates, LLP, Special Counsel
Tracey Giordano, Deputy Director of Finance & Administration/Treasurer
Joel Hervey, Deputy Director of Plant Operations
Robert Maybury, Operations Manager
Anthony Stagliano, Deputy Director of Regulatory Affairs
Wayne Simpson, R.A. Alaimo Associates, Engineer
Debra E. Fortner, Secretary

ABSENT: Robert Silcox, Commissioner

VERIFICATION OF NOTICE

Executive Director Rizzuto verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on March 3, 2013, and the Courier Post on March 2, 2013. On Tuesday, April 9, 2013, advanced written notice of this meeting was posted on the Administrative Bulletin Board at the Township Building and advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE

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

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ACTION ITEMS

There were no public comments on action items.

APPROVAL OF MINUTES

Commissioner Carty moved for the approval of regular minutes of March 14, 2013.
Commissioner Perinchief seconded the motion. Motion carried.

Commissioner Carty moved for the approval of the executive session minutes of March 14, 2013.
Commissioner Perinchief seconded the motion. Motion carried.

OLD BUSINESS

NEW BUSINESS

Public Notice for request, solicitation, and invitation for proposal for the position of auditor to be acted on at the June 13th, 2013, Board Meeting.

RESOLUTION 2013-33

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING COLLECTIVE BARGAINING AGREEMENT**

Executive Director Rizzuto stated the memo from Local 172 of South Jersey attached to the resolution covers the changes which Solicitor Mushinski has reviewed.

Commissioner Thiessen moved for the approval of Resolution 2013-33. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

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

NAYS:

RESOLUTION 2013-34

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

Commissioner Thiessen asked which plant this repair was for. Deputy Director of Plant Operations, Hervey, confirmed it was for the old plant located on Rancocas Road. Chairman Edwards stated his understanding is the roof was leaking which could possibly lead to significantly greater damage if not repaired immediately.

Commissioner Thiessen moved for the approval of Resolution 2013-34. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

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

NAYS:

RESOLUTION 2013-35

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
RELEASING THE MAINTENANCE BOND FOR ALLAN A. MYERS
(CONTRACT 2006-1)**

Deputy Director of Plant Operations, Hervey, stated that everything in regards to this bond has been taken care of. There were a few minor cosmetic items that the Authority addressed rather than involving the vendor.

Executive Director Rizzuto explained a construction project normally has a two year Performance Bond which is then replaced with a two year Maintenance Bond. At the end of the two year Maintenance Bond, if there are no latent defects, the Authority Engineer will call for a release. Executive Director Rizzuto stated there is an explanation of this process under the number three bullet on his report this month since the commissioners will be seeing this format going forward.

Commissioner Thiessen moved for the approval of Resolution 2013-35. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Perinchief, Commissioner Thiessen, Chairman Edwards

NAYS: Commissioner Carty

RESOLUTION 2013-36

**A RESOLUTION APPROVING THE OPERATING EXPENSES
FOR THE MONTH OF MARCH, 2013.**

Commissioner Carty moved for the approval of Resolution 2013-36. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

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

NAYS:

RESOLUTION 2013-36A

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

Commissioner Thiessen asked for an explanation, in addition to the one Deputy Director of Finance and Administration, Giordano, had included with the resolution for the large CVS refund.

Deputy Director of Finance and Administration, Giordano, reiterated the information in the attached memorandum. She stated there have been similar issues in the past due to New Jersey American Water changing their system; through no fault of the Authority, accounts have been billed improperly. The discrepancy with CVS has now been rectified and they will be billed accordingly going forward.

Commissioner Carty moved for the approval of Resolution 2013-36A. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

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

NAYS:

RESOLUTION 2013-37

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

Commissioner Thiessen moved for the approval of Resolution 2013-37. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

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

NAYS:

RESOLUTION 2013-38

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

Commissioner Thiessen moved for the approval of Resolution 2013-38. Commissioner Thiessen seconded the motion. At the call of the roll, the vote was:

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

NAYS:

COMMUNICATIONS

There were no communications.

MATTERS TO BE PRESENTED BY THE PUBLIC

There were no matters to be presented by the public.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Rizzuto pointed out bullet number three on his report that was referred to earlier in the meeting regarding bonds. He stated performance and/or maintenance bonds will now be presented to the board each time they are eligible for reduction and/or release which is in accordance to Authority Law. This will be done by resolution.

Executive Director Rizzuto discussed the Authority's rates and connection fees stating that currently preliminary information is being reviewed for the 2014 budget. Executive Director Rizzuto invited commissioners to form a sub committee to participate in analyzing the Authority's current rate structure and budget. Deputy Director of Finance and Administration, Giordano, reported there is a meeting already scheduled with the Authority's auditor on April 26th at 9am regarding rates which would offer a good opportunity for the sub committee to participate. It was agreed that Commissioner Silcox and Commissioner Thiessen will comprise the sub committee and attend the upcoming meeting with the Auditor.

Executive Director Rizzuto reported Generator C for Rancocas Road has failed and needs to be replaced at a cost of approximately \$300,000.00. The Generator is 30+ years old and controls the activated sludge process if the Authority were to lose line power. At Executive Director Rizzuto's request, Keith Weisman of Alaimo Associates submitted a proposal for engineering services involved with replacing the generator at a price of \$35,000.00. Commissioner Thiessen asked where the money for the generator would come from. Executive Director Rizzuto stated it would come out of the Renewal and Replacement fund which was not anticipated for this year. Deputy Director of Finance and Administration, Giordano, reported there was only \$600,000.00 budgeted for renewal and replacement in the current budget. After reviewing the attached memo from Alaimo Associates regarding costs the commissioners asked for future proposals to include a breakdown of costs prior to approving a resolution.

RESOLUTION 2013-39

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AUTHORIZING TO PROCEED WITH ENGINEERING AND PROCUREMENT FOR CONSTRUCTION OF GENERATOR

Chairman Edwards would like the resolution to include a directive "not to exceed \$35,000.00."

Commissioner Carty moved for the approval of Resolution 2013-39. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

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

NAYS:

Executive Director Rizzuto reported that he received an employee request to look into the possibility of the Authority offering a "wellness program" which could lead to lower sick leave numbers, less use of health care benefits, and less workman's compensation claims. Operations Manager, Maybury, has been conducting preliminary research. He stated there is an empty 15x20 foot boiler room at the Rancocas Road plant requiring very little maintenance to make it useable. Operations Manager Maybury has been offered some free gym equipment and believes it may be possible to get most, or all, of the equipment for free. Deputy Director of Regulatory Affairs, Stagliano, will contact JIF to see what requirements are for having an on site gym type facility. Chairman Edwards gave Operations Manager Maybury the authority to continue with his fact finding which he can then bring back to the board for consideration. Commissioner Perinchief stated it may be more advantageous to see if local off site gyms would offer the Authority discounted rates on their memberships, thereby alleviating any insurance responsibilities of the Authority.

REPORT OF THE ENGINEER

There was no Report of the Engineer this month as Mr. Keith Weisman, who normally supplies the report, has been out of work unexpectedly.

Executive Director Rizzuto discussed a draft agreement from Solicitor Mushinski for Keating Urban Partners, LLC, which discusses four items of emergent repair. Currently Keating is developing phase 1A of their project in Mount Holly. Four items of emergent repair have been identified on Levis Drive, with other items that can wait for replacement at another time. Keating is requesting the Authority allow them to begin construction of Phase 1A once they have completed spot repairs to the four areas that are emergent. Once they establish capital through the sale of buildings, they would replace the entire sewer main line on Levis Drive. Executive Director Rizzuto stated the current draft agreement would hold them to a five year window to replace the entire sewer main on Levis Drive with the spot repairs being done immediately. Deputy Director of Plant Operations, Hervey, explained the entire pipe was in poor condition when it was televised twenty years ago. Recently it was checked again and it is not much worse therefore most areas can wait five years for repair as long as the Authority has this agreement with Keating. Executive Director Rizzuto stated the draft was written with input from both himself and Keating. Chairman Edwards was in favor of the premise.

REPORT OF THE DEPUTY DIRECTOR FOR PLANT OPERATIONS

The Report of the Deputy Director of Plant Operations was received

Deputy Director of Plant Operations, Hervey, reported recently the Authority received a visit from the Burlington County Board of Health at Maple Avenue investigating an odor complaint received by the New Jersey Action Hotline. Mr. Hervey tried to find out who generated the complaint; it appears it came from someone in the neighborhood. Operators have investigated and a vendor has been called regarding some equipment with underground piping. The piping had condensation so it was taken apart and vacuumed. The system is now back up and running and the Health Inspector seems to be satisfied. The Authority has now added gauges to monitor the odor going forward.

REPORT OF THE DEPUTY DIRECTOR FOR REGULATORY AFFAIRS

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

REPORT OF THE SOLICITOR

The solicitor had nothing further to report.

REPORT OF THE DEPUTY DIRECTOR OF FINANCE AND ADMINISTRATION

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

OTHER NEW BUSINESS

There was no other new business.

MATTERS TO BE PRESENTED BY THE COMMISSIONERS

Commissioner Carty stated he is disappointed that Levis Drive was neglected previously despite complaints of sewage issues. He preferred to leave it at that except to say it has nothing to do with the agreement discussed in this meeting, but rather based on past practice. Deputy Director of Finance and Administration, Giordano, stated the point of the agreement is to allow the project to move forward. Deputy Director of Plant Operations, Hervey, reiterated the four areas that are emergent are the ones that must be fixed prior to construction even starting, the rest of the system can get through the next five years until they are replaced. He stated if the Authority had its choice, the system would totally be replaced today, but Keating asked the Authority to work with them and this is what was decided.

ADJOURNMENT

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

Respectfully submitted,

Debra E. Fortner