

## **Mount Holly Municipal Utilities Authority Regular Meeting Minutes for January 11, 2018**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday January 11, 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 (arrived at 6:08 P.M.)  
Mr. Robert G. Maybury, Executive Director  
Mr. Tom Coleman, Raymond Coleman Heinold, LLP  
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer  
Mr. Joel Hervey, Operations Superintendent  
Mr. Anthony Stagliano, Safety Director & Special Projects  
Mr. Michael B. Dehoff, Finance Administrator/Treasurer  
Mrs. Brandy C. Boyington, Board Secretary

ABSENT: Mr. Armando Riccio, Labor/Employment Counsel

### **Verification of Notice**

Executive Director Maybury verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on February 15, 2017 and the Courier Post on February 15, 2017. On Monday January 08, 2018, advanced written notice of this meeting was posted on the Administrative Bulletin Board at the Township Building and advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."



### **Pledge of Allegiance**

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

None

### **Approval of Minutes**

Commissioner Silcox moved for the approval of Regular Meeting Minutes and the Executive Meeting Minutes of December 21, 2018. Commissioner Banks seconded the motion. At the call of the roll the vote was:

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

Nays:

Abstain:

Absent: Commission Jones

### **New Business**

Resolution 2018-05                      A resolution of the Mt. Holly M.U.A approving the change order for High Street Sewer Main Project.

Executive Director Maybury informed the board that this resolution needs to be tabled. Executive Director Maybury continued by stating this change order is for the High Street Sewer Main Project to cover the supplementary costs associated with additional police coverage and the excavation for a new manhole on Murrell Street in the amount of \$19,348.00. At this time the Authority is waiting for additional information from Alaimo's Inspector. Commissioner Silcox moved to table resolution 2018-05. Commissioner Banks seconded the motion. At the call of the roll the vote was:

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

Nays:

Abstain:

Absent: Commission Jones

**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 2018-01            A resolution approving the operating expenses for the month of December 2017.
- \*Resolution 2018-02            A resolution approving the sewer refunds for the month of December 2017.
- \*Resolution 2018-03            A resolution approving the expenditures for the month of December 2017 from the escrow fund.
- \*Resolution 2018-04            A resolution approving the expenditures for the month of December 2017 from the improvement replacement fund.

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

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

**Communications-** Executive Director Maybury explained the 2016 Municipal Excess Liability (MEL) report was received and it has been distributed to the commissioner for review. Executive Director Maybury continued to inform the board of a press release issued by the Authority related to postage and handling fees allowing eligible customers to receive a credit up to \$26.50. The press release was distributed to media outlets, posted on the Authority’s website, added to the Authority’s Facebook page and a certification form will be included with the next bill to each customer of the Authority. Executive Director Maybury stated the Authority received a copy of Lumberton Township’s resolution 2018-021 relating to outstanding sewer accounts. This authorizes Lumberton Township’s Tax Collector Office to assess a servicing fee of \$50.00 for each delinquent sewer account “for time and expense for collections accomplished prior to the sale of the sewer lien”.

TOWNSHIP OF LUMBERTON

RESOLUTION 2018-021

RESOLUTION AUTHORIZING A SERVICE CHARGE FOR COLLECTION OF DELINQUENT SEWER ACCOUNTS

WHEREAS, certain portions of Lumberton Township are serviced by the Mount Holly Sewerage Authority as a publicly held sewage collection service; and

WHEREAS, the Tax Collector's Office of the Township of Lumberton is supplied with a list after April 1 of each year of delinquent sewer accounts for the previous calendar year for collection procedures as a tax lien; and

WHEREAS, the Tax Collector's Office attempts to collect the delinquencies prior to tax lien proceedings by contacting the mortgage holder escrow departments for each delinquent property owner;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Lumberton that the Tax Collector's Office is authorized to assess a servicing fee of \$50.00 to each delinquent account for time and expenses for collections accomplished prior to sale of the sewer lien.

BE IT FURTHER RESOLVED, that a copy of this resolution be provided to the Tax Collector, Chief Financial Officer, Auditor and the Mount Holly Sewer Authority for their records.

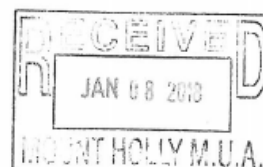
Adopted:            January 2, 2018

COMMITTEE MEMBER	MOTION	2 <sup>ND</sup>	YES	ABSTAIN	NO	ABSENT
J. Conway		√	√			
J. Dwyer			√			
S. Earlen	√				√	
K. Januseski			√			
M. Mansdoerfer			√			

CERTIFICATION

I, Debra L. Shaw-Blemings, RMC, Lumberton Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Lumberton Township Committee at its Regular Business Meeting held on the 2<sup>nd</sup> day of January, 2018.

*Debra L. Shaw-Blemings*  
Debra L. Shaw-Blemings, RMC  
Lumberton Township Clerk



**Matters 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 the treatment facilities received an inspection by the EPA on January 8, 2018 and at this time there is not a report on the findings. Chairman Thiessen asked if there was a debriefing at the end. Mr. Joel Hervey, Operations Superintendent, explained before the inspection the Authority received a six-page questionnaire. A request for an O & M Manual for the collections system was made by the EPA. The Authority maintains detailed O&M Manuals for each pump station, but it was not clear if the manuals satisfied the inspector. The inspector informed Mr. Hervey that specific language from the regulations for the O & M manuals would be supplied to the Authority by email. Executive Director Maybury stated he met with Hainesport's Township Administrator, Paula Kosko. She requested the Authority install a row of Arborvitaes at the solar field located in the north west corner of the Maple Avenue treatment facility to shield the South Atlantic Avenue properties. Executive Director Maybury informed the board that the Authority would agree to the request and that Ms. Kosko had an additional request related to postage and handling. Ms. Kosko requested if customers make online payments and/or use the Authority's ACH option and do not receive a bill, is it possible they could receive a reduction in the postage and handling fee. Executive Director Maybury continued stating paperless billing is on the Authority's active project list and options are being investigated. Executive Director Maybury continued informing the board about the PAA trial that started in July 2017, stating it has been deemed a success and the Authority is moving forward to make a permanent facility for metering and storage of the chemical. On January 10, 2018, the Authority received a proposal from Pennoni for design and construction of a permanent facility for PAA with a cost estimate of \$692,500; including \$115,000 for engineering and \$577,500 for construction. Chairman Thiessen asked what the benefits are of changing to PAA for disinfection. Executive Director Maybury stated the Authority can no longer use chlorine bleach because it produces trihalomethane compounds which would result in a violation of the discharge permit. Executive Director Maybury continued to inform the board that another option would be installation of ultra-violet disinfection, but this option would be more expensive and would also be energy and maintenance intensive.

**Report of the Engineer** The Report of the Engineer was received. Mr. Dave Skibicki, R. A. Alaimo Associates, stated a meeting needs to be setup with the Authority to finalize the bid specifications for the turbo blower.

**Report of the Operations Superintendent** The Report of the Operations Superintendent was received. Mr. Joel Hervey, Operations Superintendent; added to Executive Director Maybury statement on the PAA trial. Mr. Hervey stated the Authority's current discharge permit, effective April 2016, requires the Authority to be in compliance and have a permanent solution within 36 months from the effective date. The Authority needs to have the solution submitted to the state, approved, in place and working by April 2019. Chairman Thiessen asked if the Authority is just not allowed to use chlorine anymore. Mr. Hervey responded saying the Authority can use chlorine, just as long as we don't produce the by-products. Mr. Hervey continued stating with the organics in the wastewater, there's no way to achieve the low levels of Dichlorobromomethane and bromodichloromethane required in the new discharge permit if chlorine was continued.

**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 the adopted budget had been sent to the State for final certification and the Authority is waiting for the final copy to come back before posting to the website.

**Other New Business**-None

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

**Executive Session**-None

**Adjournment**

Commissioner Silcox moved for adjournment. Commissioner Banks seconded the motion. Chairman Thiessen adjourned the meeting at 6:20 P.M.

Respectfully submitted,

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Brandy C. Boyington, Secretary