

Mount Holly Municipal Utilities Authority

Regular Meeting Minutes September 08, 2022

The regular meeting of the Mount Holly Municipal Utilities Authority was held on Thursday, September 08, 2022, at 6:00 P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Richard DiFolco, Vice-Chairman
Mr. James Rydarowski, Commissioner
Mr. Randolph Brolo, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer
Mr. Anthony Stagliano, Safety Director & Special Projects
Ms. M. Lou Garty, Esq The Garty Law Firm
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Ms. Brandy C. Boyington, Board Secretary
Mr. Jim Logue, Communications Director

ABSENT: Mr. Christopher Banks, Commissioner
Mr. Robert Young, Operations Superintendent

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 February 16, 2022. On Monday, September 05, 2022, advanced written notice of this meeting was posted, 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 Agenda Items Only

Approval of Regular Meeting Minutes

Commissioner DiFolco moved for the approval of the regular minutes from the September 08, 2022, meeting. Commissioner Rydarowski seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

New Business

Informal Discussion-Grant

- Mr. Logue, Communication Director, informed the board of his Grant research and work on Fencing Project for the Rancocas Road Wastewater Treatment Plant.
- Randi Rothmel, Project Director ANJEC presented the "Request for Expression of Interest" in the no-cost Stormwater Consulting Grant issued by New Jersey Department of Environmental Protection Watershed and Land Management Division of Watershed Protection and Restoration. After some discussion, the Authority's commissioners vote was to submit the letter of intent.

Commissioner Brolo made first motion to move forward with the letter of intent for the stormwater feasibility study. Commissioner Chairman seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Brolo,

Nays:

Absent: Commissioner Banks

Abstain: Commissioner DiFolco, Commissioner Rydarowski

Resolution 2022-92 A resolution of the Mt. Holly Municipal Utilities Authority approving the annual audit for the year ending December 31, 2021. Mr. Lee gave a brief synopsis of the audit and stated the Authority had an exceptionally good year. Mr. Lee thanked the staff for the support during the audit process. Mr. Dehoff, Finance Administrator thanked the staff at the Authority for all their demanding work throughout the year, and Mr. Lee and his staff for their work during the audit. Mr. Maybury, Executive Director, stated Mr. Dehoff has done an excellent job with the Authority's finances for the last six years. Commissioner DiFolco moved for the approval of the resolution 2022-92. Commissioner Rydarowski seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-93 A resolution for Diane Crispi's retirement that begins September 30, 2022. Mr. Maybury, Executive Director, informed the board that Diane has been the Authority's lab manager since 1992. Mr. Maybury continued stating Diane is one of those employees that never took a break, she was always busy, and the Authority has not missed any laboratory sampling, or failed any laboratory inspections because of her hard work. On September 27, 2022, the Authority is having a small gathering for Diane and an invite will be shared with the commissioners. Commissioner DiFolco moved for the approval of the resolution 2022-93. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-81 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the extension of a shared service agreement with the township of Mt. Holly for Administrative use of the Authority owned facility located at 37 Washington Street. Commissioner DiFolco moved for the approval of the resolution 2022-81. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-82 A resolution of the Mt. Holly Municipal Utilities Authority adopting Technology Risk Management Standards in compliance with New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's tier one requirements.

Resolution 2022-83 A resolution of the Mt. Holly Municipal Utilities Authority adopting Technology Risk Management Standards in compliance with New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's tier two requirements.

Resolution 2022-84 A resolution of the Mt. Holly Municipal Utilities Authority adopting Technology Risk Management Standards in compliance with New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's tier three requirements. Commissioner Rydarowski moved for the approval of the resolution 2022-82, 2022-83 and 2022-84. Commissioner DiFolco seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-85 A resolution of the Mt. Holly Municipal Utilities Authority approving the S3 application of sewer construction plans with Davenport Village Urban Renewal Development in Hainesport Township. Commissioner Rydarowski moved for the approval of the resolution 2022-85. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-86 A resolution of the Mt. Holly Municipal Utilities Authority appropriating funding from the improvement / replacement fund for feasibility study of incorporating Anaerobic Digestion the Rancocas Road Wastewater Treatment Facility. Executive Director Maybury explained this is to perform feasibility study for several benefits; to increase the solids concentration prior to sending to the County facility for composting, reducing to quality of solids through biosolids destruction and possible sale of biogas (methane) as a Renewable Gas. There are three tanks that could be converted. Commissioner Brolo moved for the approval of the resolution 2022-86. Commissioner DiFolco seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Resolution 2022-87 A resolution for release of maintenance bond file no. M-0031-0237-000 for the Hainesport Commerce Center. Commissioner DiFolco moved for the approval of the resolution 2022 87. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Consent Agenda:

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

*Resolution 2022-88 A resolution approving the operating expenses for the months of July and August.

*Resolution 2022-89 A resolution approving the sewer refunds for the months of July August.

*Resolution 2022-90 A resolution approving the expenditures for the months of July and August from the escrow fund.

*Resolution 2022-91 A resolution approving the expenditures for the months of July and August from the improvement replacement fund.

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

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

Communications Executive Director Maybury informed the board that New Jersey American contacted him about gathering additional information on the Authority’s financials and he requested direction from the board on responses with such requests. Commissioners agreed to respond informing that the Authority is not interested.

Matters to be presented by the public None.

Report of the Executive Director The Report of the Executive Director was received. Executive Director informed the commissioners that the Authority owns a right of way referred to “Rails and Trails” and the original intent for installing sewer mains in the parcel is no longer feasible. Discussion was held to decide about continuing with the liability of owning it or could it be offered to the Township or County. Mr. Stagliano, Safety Director, spoke confirming the liability of owning the property. Chairman Thiessen suggested speaking to the Solicitor about moving forward. The Health Insurance Fund increase 3.11% or \$37,000. The Wellington/ Viking project in Lumberton Township held a preconstruction meeting on September 07, 2022. This is a large project, and the project is moving at a quick pace. The Authority will be starting a sampling for the PFAS/ PFOS sampling.

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. Absent.

Report of the Safety Director and Special Projects The Report of the Safety Director was received. Mr. Stagliano informed the board there was a claim via email for a trip and fall incident filed against the Authority.

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

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. Mr. Dehoff stated the budget is in preparation and requested a sub-committee to discuss this year's rate hearing. Chairman Thiessen and Commissioner DiFolco volunteered for the committee.

Report of the Communication Director The Report of the Communication Director was received. Nothing to add.

Other new business None

Matters to be presented by the Commissioners Chairman Thiessen shared that Mr. Maybury and he had a quick conference call with a firm out of Canada that is developing a new process taking sewer sludge and making biodiesel. It is in early in the development stages and the company is looking for a demonstration location to experiment within the next year and the Authority fits a lot of the requirements they are looking for.

Executive Session None

Adjournment Time 7:21 PM at the call of the roll the vote was:

Commissioner DiFolco moved adjournment. Commissioner Rydarowski seconded the motion.

Ayes: Chairman Thiessen, Commissioner DiFolco, Commissioner Brolo, Commissioner Rydarowski

Nays:

Absent: Commissioner Banks

Abstain:

**** Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington

Board Secretary