

Mount Holly Municipal Utilities Authority

Regular Meeting Minutes June 11, 2020

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, June 11, 2020 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Robert Silcox, Commissioner
Mr. Christopher Banks, Commissioner
Mr. Jay Springer, 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
Mrs. Brandy C. Boyington, Board Secretary

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 on February 20, 2020 and the Courier Post on February 21, 2020. On Monday, June 08, 2020 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 14, 2020
Executive Session Minutes	May 14, 2020 (Resolution 2020-57)

Commissioner Banks moved for the approval of the Minutes and Executive Session from May 14th meeting.

Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent:

Abstain: Commissioner Silcox

Old Business

Resolution 2019-117

A resolution approving the **S-3** application for approval of sewer plans between the Mt. Holly M.U.A and Shen Warehouse for sanitary sewerage service in the township of Lumberton. Executive Director Maybury stated that this is for a proposed 200,000 square foot warehouse to be developed at 111 Mt. Holly Bypass. The warehouse will have ten units, five that are owner operated and five leased out. Executive Director Maybury recommends the approval for this resolution of the construction plans for this project.

Commissioner Silcox moved for the approval of resolution 2019-117. Commissioner Banks seconded

The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

Abstain:

New Business

Resolution 2020-61

A resolution of the Mt. Holly MUA authorizing a purchase of 6500-gallon storage tank through the non-fair and open process. Executive Director Maybury stated this is for a tank approximately 6500 gallons to be used with the Authority's PAA disinfecting chemical. The purchase is under a non-fair and open process. The Authority staff did get competitive pricing quotes and this purchase will be under thirty thousand dollars. This purchase has been budgeted and this resolution is recommended for approval.

Commissioner Silcox moved for the approval of resolution 2020-61. Commissioner Banks seconded

The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

Abstain:

Resolution 2020-62

A resolution awarding contract #2020-10 for Auditor. Executive Director Maybury stated this is for the Authority's annual auditor appointment. The previous year Brent Lee has been the Authority's Auditor and it is recommended to award contract #2020-10 again to Brent Lee.

Commissioner Silcox moved for the approval of resolution 2020-62. Commissioner Springer seconded

The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

Abstain:

Resolution 2020-63

A resolution awarding contract #2020-11 for purchase of a Vactor Truck. Executive Director Maybury stated this for a purchase of a replacement Vactor Truck which the Authority's collection system uses for sewer line maintenance. The Authority's current Vactor truck is approximately 15 years old. The existing vehicle will be utilized as a secondary vehicle and also for a variety of uses at the treatment facilities. The purchase of new Vactor truck is expensive, but it is required for proper preventive maintenance and this purchase is recommended for approval.

Commissioner Silcox moved for the approval of resolution 2020-63. Commissioner Banks seconded

The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

Abstain:

Resolution 2020-64

A resolution authorizing advertisement of request for proposal (RFP) for Certified Environmental Laboratory Testing Services (5-year contract)

Commissioner Silcox moved for the approval of resolution 2020-64. Commissioner Springer seconded

The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

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 2020-58** A resolution approving the operating expenses for the month of May 2020.

***Resolution 2020-59** A resolution approving the sewer refunds for the month of May 2020.

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***Resolution 2020-60** A resolution approving the expenditures for the month of May 2020 from the improvement replacement fund.

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

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer, Commissioner Silcox

Nays:

Absent:

Abstain:

Communications Executive Director Maybury stated there are two ZOOM meetings coming up. One will be offered by the M.E.L. on June 30th “Facing and Embracing Crisis” and Commissioner Springer shared another scheduled meeting for June 15th “Finance Management and Planning for Water Utilities”.

To be presented by the public None

Report of the Executive Director The Report of the Executive Director was received.

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 was received. Nothing to add.

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

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. Mr. Dehoff stated the 2019 Audit is not complete as we are waiting for information from the state. Our Auditor, Brent Lee will keep us updated as he learns more.

Other new business None

Matters to be presented by the Commissioners None

Executive Session Chairman Thiessen called for Executive session at 6:25 PM. Resolution 2020-65. Commissioner Silcox moved to go into Executive Session. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox Commissioner Banks, Commissioner Springer

Nays:

Absent:

Adjournment Time 7:29 PM

** Indicates addendum to original agenda

Respectfully submitted,

Brandy C. Boyington, Secretary