

Mount Holly Municipal Utilities Authority

Regular Meeting Minutes July 14, 2022

The regular meeting of the Mount Holly Municipal Utilities Authority was held on Thursday, July 14, 2022, at 6:00 P.M. Vice-Chairman DiFolco called the meeting to order with the following roll call:

PRESENT: Mr. Richard DiFolco, Vice-Chairman
Mr. Christopher Banks, Commissioner
Mr. James Rydarowski, Commissioner
Mr. Randolph Brolo, 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
Ms. Alexis Romeo, Intern Alaimo Associates
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

ABSENT: Mr. Jules Thiessen, Chairman
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 July 11, 2022, 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 Regular Meeting Minutes

Commissioner Banks moved for the approval of the regular minutes from the June 14, 2022, meeting. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Vice-Chairman DiFolco, Commissioner Rydarowski

Nays:

Absent: Chairman Thiessen

Abstain: Commissioner Brolo

New Business

Resolution 2022-71 A resolution of the Mt. Holly Municipal Utilities Authority approving the S-3 application for 710 Marne Highway in Hainesport Township. Executive Director Maybury explained to the board that this is for a 149,000 square foot warehouse currently under construction, this resolution approves the sewer construction plans and is recommended for approval. Commissioner Banks moved for the approval of resolution 2022-71. Commissioner Rydarowski seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2022-72 A resolution of the Mt. Holly Municipal Utilities Authority approving the S-2 application with Davenport Village Renewal Development, LP for sanitary sewerage service in the township of Hainesport. Executive Director Maybury explained this resolution is to approve an S2 sewer service agreement for two apartment buildings totaling sixteen units within the existing Davenport Village residential complex that fronts Marne Highway and is recommended for approval. Commissioner Rydarowski moved for the approval of resolution 2022-72. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2022-73 A resolution of the Mt. Holly Municipal Utilities Authority approving an S-1NR application for sewerage service with Relief Firehouse in Mt. Holly. Executive Director Maybury explained this is a formality for the upgraded Relief Firehouse located on Pine Street and is recommended for approval. Commissioner Rydarowski moved for the approval of resolution 2022-73. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski
Nays:
Absent: Chairman Thiessen
Abstain:

Resolution 2022-74 A resolution of the Mt. Holly Municipal Utilities Authority authorizing re-advertisement of Contract 2022-04 renovations, repairs & improvements to plants #2 & #3. Executive Director explained to the board that this is a construction project focusing on adding an Operator Control room next to the Authorities laboratory. Executive Director Maybury stated Covid put the spotlight on the need to create more space for the operators, this is the third time these specifications have been posted. Mr. Stagliano, QPA elaborated on the timeline of the project, the changes to the specifications and the bidding procedures. Commissioner Rydarowski moved for the approval of resolution 2022-74. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski
Nays:
Absent: Chairman Thiessen
Abstain:

Resolution 2022-75 A resolution of the Mt. Holly Municipal Utilities Authority appropriating funds from the improvement / replacement for the Hollybrook pump station upgrades. Executive Director explained this is for an upgrade to the Hollybrook pump station and received a revision to the Engineers proposal, after discussion with Chairman Thiessen it is recommended to table this resolution. Commissioner DiFolco moved to table resolution 2022-75. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski
Nays:
Absent: Chairman Thiessen
Abstain:

Resolution 2022-76 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the award of a non-fair and open goods and service contract #2022-20 for supply and delivery of a Digester Sludge Tank Mixer at the Rancocas Road Water Pollution Control Facility. Executive Director Maybury explained this is for a replacement mixer in the sludge storage and mixer tank total cost is \$25,370 assuming there is no market change. Mr. Stagliano, QPA, provided additional details on the manufacturing and delivery timeline of digester. Commissioner Rydarowski moved for the approval of resolution 2022-76. Commissioner Brolo seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski
Nays:
Absent: Chairman Thiessen
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 2022-67 A resolution approving the operating expenses for the month of June.

*Resolution 2022-68 A resolution approving the sewer refunds for the month of June.

*Resolution 2022-69 A resolution approving the expenditures for the month of June from the escrow fund.

*Resolution 2022-70 A resolution approving the expenditures for the month of June from the improvement replacement fund.

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

Ayes: Commissioner Banks, Commissioner Brolo, Vice-Chairman DiFolco, Commissioner Rydarowski
Nays:
Absent: Chairman Thiessen
Abstain:

Communications

Matters to be presented by the public Jack McCausland- Water Outreach Specialist from Pinelands Preservation Alliance informed the board of two locations the Preservation will have rain gardens for stormwater management. Commissioner Banks asked Mr. McCausland for additional details on the project. Vice-Chairman DiFolco asked for an exact location of the proposed projects. Mr. Causland disclosed that the project is scheduled to start in the fall.

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury informed the board that Lumberton Township scheduled a Rancocas Creek flood meeting for July 21st at 7:00pm and Tuesday July 19th 9:00am to 4:30pm there is an asset management meeting scheduled in Middlesex Utilities Authority if anyone is interested. Executive Director informed the board that the shared service agreement with Mt. Holly Township for 37 Washington Street has expired and a new agreement will be presented at the next meeting, continued giving updates on the Joint Insurance Fund Cyber-security process and the actions the Authority is taking. Lastly Executive Director Maybury informed the board a meeting was held on June 30, 2022 with N.J.A.W. representatives investigating the possibility of sale considerations of the Authority to N.J.A.W; Mr. Dehoff, Executive Director Maybury and Chairman Thiessen were present.

Report of the Engineer The Report of the Engineer was received. Mr. Skibicki provided an update on the Garden Street Pump Station USEMCO building has been delayed and trying to have delivery by end of September.

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. Nothing to add.

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 informed the board the state has issued a local finance notice and the audit report submission deadline has extended to August 31st due to waiting on the pension report from the state.

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 Vice-Chairman DiFolco questioned resolution 2022-75, inquiring if there have been conversations on costs of the services compared to what has been done in the past. Executive Director responded stating typically the Authority does not usually get a second proposal on projects, back in 2015 during the belt press project the commissioners felt the engineering services were expensive, so another engineering firm submitted a proposal. Vice-Chairman DiFolco stated he was simply curious and expressed one would think the projects would be similar in cost over the course of all these projects.

Executive Session None

Adjournment Time 6:30 PM at the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Brolo, Commissioner DiFolco, Commissioner Rydarowski

Nays:

Absent: Chairman Thiessen

Abstain:

**** Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington

Board Secretary