

Mount Holly Municipal Utilities Authority Regular Meeting Minutes January 14, 2021

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, January 14, 2021 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
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. Robert Young, Operations Superintendent
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. James Logue, Communication Director/Grant Writer

ABSENT:

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 October 29, 2020 and the Courier Post on October 29, 2020. On Monday, January 11, 2021 advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice." Electronic notice of this meeting has been provided specifying time and manner on the Authority's website."

Pledge of Allegiance

Public Comments on Agenda Items Only None

Approval of Minute Regular Meeting Minutes December 10, 2020
Commissioner Springer moved for the approval of the regular minutes from the December 10th meeting. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent:

Abstain:

New Business

Resolution 2021-05 A resolution approving refund to MHMUA Employees. Executive Director Maybury stated this is a dividend check in the amount of \$85,201.00 that was received from the Southern New Jersey Regional Employee Benefits Fund (SNJREBF). This check was issued due to overpayment surplus from the employee medical insurance plans. A portion of this dividend is due to the employee for their contribution portion. The refund to the employees will be issued as a credit to their future payment in the amount due to each employee based on their individual Chapter 78 contribution. The amount to be refunded to the employees is 20.32 percent of the total amount received, or \$17,313.41. Commissioner Banks moved for the approval of resolution 2021-05. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent:

Abstain:

Resolution 2021-06 A resolution adopting a smoke free workplace policy. Commissioner Springer moved for the approval of resolution 2021-06. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer
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 2021-01 A resolution approving the operating expenses for the month of December.
- *Resolution 2021-02 A resolution approving the sewer refunds for the month of December.
- *Resolution 2021-03 A resolution approving the expenditures for the month of December from the escrow fund.
- *Resolution 2021-04 A resolution approving the expenditures for the month of December from the improvement replacement fund.

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

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer
Nays:
Absent:
Abstain:

Communications None

To be presented by the public None

Report of the Executive Director The Report of the Executive Director was received. Executive Director stated that RFP's (request for proposals for professionals) were opened today. Once they are reviewed, a summary will be put together and sent out for the commissioners for consideration of appointment at the February 11th re-org meeting. The Authority received notice from Mt. Holly Township that Richard DiFolco will be appointed as a commissioner. Chairman Thiessen asked if he was appointed to a hold over term or full term. Executive Director Maybury stated Mr. DiFolco was appointed to a full term.

Report of the Engineer The Report of the Engineer was received. Mr. Skibicki stated he has shared with Authority staff the bid schedule for the Garden Street Pump Station.

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. Mr. Stagliano stated the Authority received replacement generator for the Tarnsfield pump station, however the automatic transfer switch was left out of the shipment, and should be in by March.

Report of the Solicitor Nothing to add.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. Nothing to add.

Other new business 2020-2021 Elected Officials Risk Management Seminar M.E.L training information shared with Commissioners, deadline May 01, 2021. Reminder sent to all the Commissioners via email at the request of Chairman Thiessen.

Matters to be presented by the Commissioners Commissioner Springer asked if the RFP submissions would be distributed via hardcopy or email. Executive Director Maybury stated they will be electronic unless you specifically ask for hard copies. Commissioner Banks questioned if the Authority had off for Martin Luther King Day. Commissioner Banks continued stating there is a virtual training, Unconsciously Biased, available online at 3:00 P.M. Monday January 18, 2021. Link will be shared via email.

Executive Session None

Adjournment Time 6:16 PM

**** Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington, Secretary