

Mount Holly Municipal Utilities Authority Reorganization Meeting Minutes February 13, 2020

The reorganization meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, February 13, 2020 at 6:00P.M. Vice Chairman Silcox called the meeting to order with the following roll call:

PRESENT: Mr. Robert Silcox, Vice 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. 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

ABSENT: Mr. Jules Thiessen, Chairman

Swear in Commissioner Banks and Commissioner Springer.

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, 2019 and the Courier Post on February 21, 2019. On Monday, February 10, 2020, 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 Agenda Items Only None

Reorganization Nomination of Chairman for a one-year term

Executive Director Maybury requested nominations for the position of Chairman. Commissioner Silcox moved for the nomination of Jules Thiessen for Chairman. Commissioner Banks seconded the motion. Executive Director Maybury moved to close the nominations. Motion carried. There being no other nominations for Chairman, the Executive Director Maybury declared that nominations for Chairman be closed. At the call of the roll, the vote was:

Ayes: Commissioner Banks, Commissioner Silcox Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Nomination of Vice Chairman for a one-year term

Executive Director Maybury requested nominations for the position of Vice Chairman. Commissioner Banks moved for nomination of Robert Silcox for Vice Chairman. Commissioner Springer seconded the motion. There being no other nominations for Vice Chairman, Executive Director Maybury declared that nominations for Vice Chairman be closed. At the call of the roll, the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer,

Nays:

Absent: Chairman Thiessen

Abstain:

The Executive Director turned the meeting over to Vice Chairman Silcox. Vice Chairman Silcox assumed the chair.

Nomination of Treasurer

Vice Chairman Silcox requested nominations for the position of Treasurer. Vice Chairman Silcox nominated Michael Dehoff for the position of Treasurer. Commissioner Banks seconded the motion. Vice Chairman Silcox moved to close the nominations. Motion carried. There being no further nominations for Treasurer, Vice Chairman Silcox declared the nominations for Treasurer closed. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer,

Nays:

Absent: Chairman Thiessen

Abstain:

Nomination of Secretary

Vice Chairman Silcox requested nominations for the position of Secretary. Commissioner Banks nominated Brandy C. Boyington for the position of Secretary. Commissioner Springer seconded the motion. Vice Chairman Silcox moved to close the nominations. Motion carried. There being no further nominations for Secretary, Vice Chairman Silcox declared the nominations for secretary closed. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-10 A resolution authorizing a professional services contract for Consulting Engineering for the Mt. Holly Municipal Utilities Authority for a 1-year term (Contract # 2020-03) with Alaimo Associates.

Commissioner Banks moved for the approval of Resolution 2020-10. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-11 A resolution authorizing a professional service contract for Environmental Consulting Engineer for the Mt. Holly Municipal Utilities Authority for a 1-year term (Contract #2020-04) with Environmental Resolutions Inc.

Commissioner Banks moved for the approval of Resolution 2020-11. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-12 A resolution authorizing a professional services contract for Solicitor for Mt. Holly Municipal Utilities Authority for a 1-year term (Contract # 2020-07) with Raymond, Coleman, Heinold LLP.

Commissioner Springer moved for the approval of Resolution 2020-12. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-13 A resolution authorizing a professional services contract for Special Counsel for the Mt. Holly Municipal Utilities Authority for a 1-year term (Contract # 2020-05) with The Garty Law Firm.

Commissioner Banks moved for the approval of Resolution 2020-13. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-14 A resolution authorizing a professional services contract for Bond Counsel for Mt. Holly Municipal Utilities Authority for a 1-year term (Contract #2020-01) with Parker McCay P.A.

Commissioner Springer moved for the approval of Resolution 2020-14. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-15 A resolution authorizing a professional services contract for Labor Counsel for the Mt. Holly Municipal Utilities Authority. (Contract # 2020-08) with The Garty Law Firm.

Commissioner Banks moved for the approval of Resolution 2020-15. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-16 A resolution authorizing an extraordinary unspecifiable service contracts for Computer Systems Consultant for the Mt. Holly Municipal Utilities Authority for a 1-year term (Contract #2020-02) with Hawkins Technologies.

Commissioner Silcox moved for the approval of Resolution 2020-16. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-17 A resolution authorizing a professional services contract for Risk Management Consultant for Mt. Holly Municipal Utilities Authority for a 1-year term (Contract #2020-06) with Insurance Management Inc.

Commissioner Banks moved for the approval of Resolution 2020-17. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-18 A resolution designating the official newspapers of the Mt. Holly Municipal Utilities Authority.

Commissioner Springer moved for the approval of Resolution 2020-18. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-19 A resolution designating WSFS Bank as the main banking institution for the Mt. Holly Municipal Utilities Authority.

Commissioner Banks moved for the approval of Resolution 2020-19. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-20 A resolution designating Robert G. Maybury as Public Agency Compliance Officer (PACO) for the Mt. Holly Municipal Utilities Authority for the current calendar year.

Commissioner Springer moved for the approval of Resolution 2020-20. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-21 A resolution of the Mt. Holly Municipal Utilities Authority authorizing meetings for the year 2020 through the 2021 reorganization meeting.

Commissioner Banks moved for the approval of Resolution 2020-21. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-22 A resolution adopting the Mt. Holly Municipal Utilities Authority's anti discrimination policy.

Commissioner Springer moved for the approval of Resolution 2020-22. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-23 A resolution authorizing actions to be performed on behalf of the Mt. Holly Municipal Utilities Authority.

Commissioner Banks moved for the approval of Resolution 2020-23. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-24 A resolution appointing Robert G. Maybury as the Mount Holly Municipal Utilities Authority's Insurance Fund Commissioner.

Commissioner Springer moved for the approval of Resolution 2020-24. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-25 A resolution of the Mt. Holly Municipal Utilities Authority approving the cash management plan of the Mount Holly Municipal Utilities Authority for fiscal year 2020.

Commissioner Banks moved for the approval of Resolution 2020-25. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Approval of Minutes

Commissioner Banks moved for the approval of Regular Meeting Minutes and Executive Minutes of January 2020. Commissioner Springer seconded the motion. The vote at the call of the roll was:

Ayes: Commissioner Banks

Nays:

Absent: Chairman Thiessen

Abstain: Commissioner Silcox, Commissioner Springer

Old Business

Resolution 2020-06 A resolution approving S-3 application for approval of sewer construction plans between The Mt. Holly Municipal Utilities Authority and for Fountain Square in Westampton Township.

Commissioner Banks moved for the approval of Resolution 2020-06. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

New Business

Resolution 2020-30 A resolution of the Mt. Holly Municipal Utilities Authority to increase the Ron Nicholson Scholarship amount to \$2,000 effective 2020.

Commissioner Springer moved for the approval of Resolution 2020-30. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-31 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the sale of surplus personal property no longer needed for public use through an online auction (GOV DEALS).

Commissioner Banks moved for the approval of Resolution 2020-31. Commissioner Springer seconded The motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2020-32 A resolution approving refund to MHMUA Employees

Commissioner Banks moved for the approval of Resolution 2020-32. Commissioner Springer seconded The motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner Silcox, Commissioner Springer

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 2020-26** A resolution approving the operating expenses for the month of January 2020.

***Resolution 2020-27** A resolution approving the sewer refunds for the month of January 2020.

***Resolution 2020-28** A resolution approving the expenditures for the month of January 2020 from the escrow fund.

***Resolution 2020-29** A resolution approving the expenditures for the month of January 2020 from the improvement replacement fund.

Commissioner Springer 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 Silcox, Commissioner Springer

Nays:

Absent: Chairman Thiessen

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 Maybury informed the board the iPads will no longer be used in future Board Meetings because the program utilized for the PDF packet upload is no longer available. The Board Secretary will email out the entire board packet in a single PDF document and if any Commissioner wishes to have something printed, it will be printed upon request. Executive Director Maybury continued stating that a total of nine interviews were conducted for the open position of Assistant Superintendent and a hiring/appointment decision should be completed by the March meeting.

Report of the Engineer The Report of the Engineer was received. Mr. Skibicki stated that Alaimo is waiting on the Authority's comments to finalize the Wellness area proposal.

Report of the Operations Superintendent The Report of the Operations Superintendent was received.

Report of the Safety Director and Special Projects The Report of the Safety Director was received. Nothing to add.

Report of the Solicitor Nothing to add.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received. Mr. Dehoff informed the commissioners the Audit will begin February 18th.

Other new business None

Matters to be presented by the Commissioners Vice Chairman Silcox welcomed Commissioner Springer to the board.

Executive Session None

Adjournment 1st Motion Commissioner Springer 2nd Motion Banks Time: 6:16PM

**** Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington, Secretary