

Mount Holly Municipal Utilities Authority  
Regular Meeting Minutes March 11, 2021

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, March 11, 2021 at 6:00 P.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  
Ms. Jeena Sheppard, Commissioner  
Mr. Richard DiFolco, 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. Bill Kirchner, E.R.I  
Mr. Jim Logue, Communication Director

ABSENT: Mr. Anthony Stagliano, Safety Director & Special Projects

**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 March 03, 2021. On Monday March 08, 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 Minutes** Regular Meeting Minutes February 11, 2021

Commissioner DiFolco moved for the approval of the minutes from the February 11, 2021 meeting. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

**Old Business**

Resolution 2021-28 A resolution of the Mt. Holly Municipal Utilities Authority appropriating funding from the improvement/ replacement fund for the purchase of a new Roll-off Truck & authorizing the advertisement of bids. Commissioner DiFolco moved for the approval of the resolution 2021-28. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

**New Business**

Resolution 2021- 34 A resolution approving refund to MHMUA Employees from a dividend check in the amount of \$85,201.00 that was received from the Southern New Jersey Regional Employee Benefits Fund (SNJREBF). Executive Director explained 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 19.76 percent of the total amount received, or \$16,832.47.

Commissioner Banks moved for the approval of the resolution 2021-34. Commissioner DiFolco seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Resolution 2021- 35 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 (GOVDEALS). Commissioner DiFolco moved for the approval of the resolution 2021-35. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Resolution 2021-36 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the award of a non-fair and open contract. Executive Director explained this resolution is for a FOLEY-CAT warranty plan for each generator at an amount not to exceed \$12,990.00 per generator or \$25,980 in total for the five (5) year term. Commissioner Banks moved for the approval of the resolution 2021-36. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Resolution 2021-37 and Resolution 2021-38 Resolutions of the Mt. Holly Municipal Utilities Authority authorizing an addendum to the General Laborers' Union Local 172 of South Jersey and the collective bargaining agreement with the Supervisory Unit. Executive Director Maybury explained this is to amend one provision regarding clothing provided to the unit members. Commissioner Springer moved for the approval of the resolution 2021-37 and resolution 2021-38. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Resolution 2021-39 A resolution of the Mt. Holly Municipal Utilities Authority awarding a competitive bid to Clyde N. Lattimer & Son Construction Co., Inc. in the amount of \$1,512,400.00 for construction of a new Pumping Station located at 511 Garden Street (Contract # C2018-19). Executive Director explained to the board that the Authority has worked with said contractor in the past and recommends the award for approval. Some conversation was held with the commissioners about the difference in the lowest responsible bidder and the other bidders. Commissioner DiFolco moved for the approval of the resolution 2021-39. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Resolution 2021-40 A resolution of the Mt. Holly Municipal Utilities Authority authorizing a proposal from Environmental Resolutions, Inc. for demolition of an incineration chimney that likely contains asbestos and removal of an adjoined building, both originally constructed on or about 1949. Commissioner DiFolco moved for the approval of the resolution 2021-40. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer

Nays:

Absent:

Abstain: Chairman Thiessen

**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 2021-30 A resolution approving the operating expenses for the month of February.

\*Resolution 2021-31 A resolution approving the sewer refunds for the month of February.

\*Resolution 2021-32 A resolution approving the expenditures for the month of February from the escrow fund.

\*Resolution 2021-33 A resolution approving the expenditures for the month of February from the improvement replacement fund.

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

Ayes:

Nays:

Absent:

Abstain:

**Communications** None

**To be presented by the public** None

**Report of the Executive Director** Report of the Executive Director was received. Executive Director informed the board that each Commissioner will receive a packet in the mail containing the 2019-2020 Municipal Excess Liability annual report. Executive Director Maybury continued stating that Commissioner Springer shared possible grant and training opportunities that could benefit the Authority and its wastewater professionals. The Authority and its employees provide an important environmental service that goes without community recognition and Mr. Logue, the Communication Director is currently working on promoting these vital services. Executive Director Maybury informed the board that there is an RFP currently posted for an Architect of Record for the Authority.

**Report of the Engineer** Report of the Engineer was received. Mr. Skibicki stated Alaimo is looking to setup a pre-construction meeting for the Garden Street Pump Station project early next week.

**Report of the Operations Superintendent** Report of the Operations Superintendent was received. Nothing to add.

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

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

**Report of the Finance Administrator/Treasurer** Report of the Finance Administrator was received. Mr. Dehoff stated the annual audit is underway and going well.

**Other new business** Reminder the 2021-2021 Elected Officials Risk Management Seminar Training expires May 01, 2021.

**Matters to be presented by the Commissioners** Commissioner Springer stated he feels the P.A.A. metering system soon to be installed at the Authority would make a good press release. Executive Director Maybury verified the press release is in the works.

**Executive Session** Resolution 2021-41. Commissioner DiFolco moved to enter executive session.

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

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Commissioner DiFolco moved to exit executive session. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Commissioner Sheppard moved to adjourn meeting. Commissioner DiFolco seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard, Commissioner Springer, Chairman Thiessen

Nays:

Absent:

Abstain:

Adjournment Time 7:09 PM

**\*\* Indicates addendum to original agenda.**

Respectfully submitted,

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Brandy C. Boyington, Secretary