

Mount Holly Municipal Utilities Authority

Meeting Minutes June 13, 2019

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, June 13, 2019 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jason Jones, Commissioner
Mr. Christopher Banks, Commissioner
Mrs. Gina LaPlaca, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Doug Heinold, Coleman Heinold, LLP
Mr. David Skibicki, R. A. Alaimo Associates, Engineer
Mr. Anthony Stagliano, Safety Director & Special Projects
Mr. Richard Wells, Esq The Garty Law Firm
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Ms. Brandy C. Boyington, Board Secretary

ABSENT: Mr. Jules Thiessen, Chairman
Mr. Robert Silcox, Vice Chairman
Mr. Armando Riccio, Labor/Employment Counsel

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, June 10, 2019, 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

Approval of Minutes

Commissioner Banks moved for the approval of Regular Meeting Minutes and Executive Meeting Minutes of May. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain: Commissioner Jones

Old Business

Resolution 2019-57 A resolution approving the **S-3** application for sewer construction plans between The Mt. Holly Municipal Utilities Authority and Hirshland & Company in Hainesport Township. Executive Director Maybury explained to the board that this application is for a variety of retail stores including a Dunkin Donuts. This project is located next to the Sonic on Route 38 and all construction plan items have been conditionally approved. Commissioner LaPlaca moved for the approval of Resolution 2019-57. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

New Business

Resolution 2018-74 A motion to table Adjustments to Rate Schedule to July 11, 2019 board meeting. Commissioner LaPlaca moved to table Resolution 2019-74 until July 11, 2019. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Resolution 2019-64 A resolution authorizing professional services contract for auditor. Executive Director stated this is an annual appointment that is held each June and this year the Authority received two RFP's. The recommendation is to award this to Brent Lee & Co., LLC. Commissioner LaPlaca moved for the approval of awarding Resolution 2019-64 to Brent Lee & Co, LLC. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Resolution 2019-65 A resolution rejecting the bids for the contract of Disc filters contract #2019-10. Executive Director explained this is for the Authority's tertiary treatment equipment at the Rancocas Road Treatment Facility. These tertiary filters were installed in 2009 with the upgrade project and the panels are now failing. The panels filter is made of a polypropylene material bonded to a 304 stainless steel frame and there is only one company manufacturing them. The Authority only received one bid at the June 4, 2019 bid opening and the bid total was over the estimated bid amount. The recommendation is to reject the bid at this time. Commissioner Banks moved to reject the bid under Resolution 2019-65. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Resolution 2019-66 A resolution of the Mt. Holly Municipal Utilities Authority authorizing the Expenditure of funds for the CIPP (Cured in Place Piping) & Epoxy Coating of manhole structures for older sewer mains located on Rancocas Road in Westampton Township and Main Street in Lumberton Township. Executive Director Maybury explained this project is to rehabilitate these sewer mains and manholes to extend the usable life by many decades. The estimated amount for this project is five hundred thousand dollars and approving this resolution would allow the project to move forward to the bid phase. Commissioner Banks moved for the approval of Resolution 2019-66. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Resolution 2019-68 A resolution of the Mt. Holly Municipal Utilities Authority approving the 2018 Audit and corrective action plan. Executive Director Maybury stated the Audit is complete and has been accepted by the state. Mr. Brent Lee discussed matters that were observed during the audit to the board members, an Audit summary and a printed version of the full Audit was distributed to the commissioners. Commissioner LaPlaca moved for the approval of Resolution 2019-68. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Resolution 2019-69 A resolution approving the S1 application for Lumberton Family Apartments, 1788 Rte. 38 Lumberton Township Block 22, Lot 8.01. Executive Director Maybury explained this parcel is next to the Walmart in Lumberton for approximately two hundred and eleven acres, and this resolution is approving development on a piece of that land constructing seventy affordable units and a twenty-seven hundred square foot clubhouse. Commissioner Banks moved for the approval of Resolution 2019-69. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

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 2019-70 A resolution approving the operating expenses for the month of May 2019.
- *Resolution 2019-71 A resolution approving the sewer refunds for the month of May 2019.
- *Resolution 2019-72 A resolution approving the expenditures for the month of May 2019 from the escrow fund.
- *Resolution 2019-73 A resolution approving the expenditures for the month of May 2019 from the improvement replacement fund.

Commissioner LaPlaca moved for the approval of Resolutions 2019-70 through 2019-73. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner LaPlaca, Commissioner Jones

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

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 that Mr. Dehoff and himself met with Mayor Zeno, Deputy Mayor Springer and Administrator White from Eastampton Township on Tuesday, June 11th, 2019 to discuss the connection fee process.

Report of the Engineer The Report of the Engineer was received. Mr. Skibicki stated the Rancocas Road Generator A replacement specs are about ninety percent done and will be sent over in the next two weeks for the Authority to review and after receipt of comments from the Authority we can go out to bid.

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 & Special Projects was received.

Report of the Solicitor Nothing to add.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received.

Other new business None

Matters to be presented by the Commissioners None

Executive Session for personnel and possible contract with no anticipated action. (Resolution 2019-75) at 6:25 P.M. Commissioner LaPlaca moved to go into Executive Session. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner Banks, Commissioner LaPlaca, Commissioner Jones

Nays:

Absent: Chairman Thiessen, Commissioner Silcox

Abstain:

Adjournment 1st Motion Commissioner Banks 2nd Motion Commissioner LaPlaca Time: 6:53 PM

** **Indicates addendum to original agenda**

Respectfully submitted,

Brandy C. Boyington, Secretary