

Mount Holly Municipal Utilities Authority Regular Meeting Minutes December 09, 2021

The regular meeting of the Mount Holly Municipal Utilities Authority was held on Thursday, December 09th 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
Ms. Jeena Sheppard, 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
Mr. Robert Young, Operations Superintendent
Ms. M. Lou Garty, Esq The Garty Law Firm
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Ms. Brandy C. Boyington, Board Secretary
Mr. Jim Logue, Communication Director

ABSENT: Mr. Jules Thiessen, Chairman

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 December 06, 2021, 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 Luis Lopez 98 Levis Drive Mt. Holly NJ 08060. Mr. Lopez asked for clarity on resolution 2021-121, 2021-124 & 2021-125. Executive Director Maybury answered Mr. Lopez's questions. Mr. Lopez thanked him for the information.

Approval of Regular Meeting Minutes November 18, 2021

Commissioner Banks moved for the approval of the regular minutes from the November 18th meeting. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

New Business

Resolution 2021-121 A resolution approving S-1NR application for sewer service between the Mt. Holly Municipal Utilities Authority and CRM Enterprises, LLC, Township of Lumberton, Block 36 Lot 12.06. Executive Director Maybury informed the board resolution 2021-121 is to approve sewer service and is recommended for approval. Commissioner Banks moved for the approval of resolution 2021-121. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-122 A resolution approving S-2 service agreement between the Mt. Holly Municipal Utilities Authority and CRM Enterprises, LLC for sanitary sewerage service at 106 Ark Road in the Township of Lumberton, Block 36 Lot 12.06. Commissioner Sheppard moved for the approval of resolution 2021-122. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-123 A resolution approving S-1NR application for sewer service between the Mt. Holly Municipal Utilities Authority and Blue Water Property Group LLC, Township of Hainesport, Block 24 Lot 4.01, 11, 12.01, 12.02, 12.03, 12.04 & 12.05. Executive Director Maybury explained this is for a 150,000 square foot warehouse and is approved and recommended for approval. Commissioner Sheppard asked if this project was approved by the Land Use Board. Executive Director Maybury confirmed it has been approved. Commissioner Banks moved for the approval of resolution 2021-123. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-124 A resolution for partial release of performance bond file no. M-0031-0226. Executive Director informed the board this approves a fifty reduction in the established bond and is recommended for approval. Commissioner Sheppard moved for the approval of resolution 2021-124. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-125 A resolution approving a refund to MHMUA employees. Commissioner Sheppard moved for the approval of resolution 2021-125. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-126 A resolution approving salary and wage adjustments for management and other non-union personnel. Executive Director Maybury informed the board this is done every December and the recommendation is two and half percent based on the agreements with Local 172 and the Supervisors Agreement. Commissioner Banks moved for the approval of resolution 2021-126. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-127 A resolution appointing the designated employee representative (DER) in accordance with 49 CFR part 40. Executive Director Maybury informed the board this resolution is to designate Anthony Stagliano and Robert Young to be the contact person for random testing for the CDL licensed operators results. Commissioner Banks moved for the approval of resolution 2021-127. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Resolution 2021-128 A resolution adopting the revisions to the personnel policies and procedures (EPL). Commissioner Banks moved for the approval of resolution 2021-128. Executive Director Maybury informed the board the updates to the EPL are required by the joint insurance fund and typically done every two years but was extended because of the pandemic. Executive Director Maybury continued stating Ms. Garty, Mr. Dehoff and himself have been working together on this round of updates. Ms. Garty explained these are standard updates with few changes in the law that applies the Authority to received discounts on the policy. Commissioner Sheppard seconded the motion. At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

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 2021-117 A resolution approving the operating expenses for the month of November

*Resolution 2021-118 A resolution approving the sewer refunds for the month of November

*Resolution 2021-119 A resolution approving the expenditures for the month of November from the escrow fund.

*Resolution 2021-120 A resolution approving the expenditures for the month of November from the improvement replacement fund.

Commissioner Banks moved for the approval of consent agenda. Commissioner Sheppard seconded the motion.

At the call of the roll the vote was:

Ayes: Commissioner DiFolco, Commissioner Banks, Commissioner Sheppard

Nays:

Absent: Chairman Thiessen

Abstain:

Communications None

Matters to be presented by the public Luis Lopez, 98 Levis Drive, Mt. Holly NJ 08060 Mr. Lopez asked for clarity on resolution 2021-127, Executive Director Maybury answered Mr. Lopez. Mr. Lopez asked for an update on the Wellness Room. Executive Director informed Mr. Lopez the project has yet to go out for bid. Mr. Lopez asked how much the Authority gives to Mt. Holly Township and if the Authority will be decorating for the holidays. Mr. Dehoff and Executive Director Maybury answered Mr. Lopez’s question. Mr. Lopez thanked everyone for their answers and wished everyone a Merry Christmas

Report of the Executive Director The Report of the Executive Director was received. Executive Director Maybury informed the board in January there will be a presentation talking about accomplishments that have gone on over the past few years. Executive Director Maybury continued stating that the Authority received a proposal for the replacement of the final forty-year-old generator at the Rancocas Road treatment Facility and this current generator 230 kw diesel converting it to natural gas and the anticipated cost is going to be about six hundred thousand dollars.

Report of the Engineer The Report of the Engineer was received.

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. Informed the board that this week we have been conducting drills with the Burlington County USAR Team.

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 Authority received the 2022 budget back from the state fully adopted and it has been uploaded to the website.

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

Executive Session None

Adjournment Time 6:28 PM at the call of the roll the vote was:

Commissioner Banks moved adjournment. Commissioner Sheppard seconded the motion.

Ayes: Commissioner Banks, Commissioner DiFolco, Commissioner Sheppard,

Nays:

Absent: Chairman Thiessen

Abstain:

**** Indicates addendum to original agenda**

Respectfully submitted,
Brandy C. Boyington, Board Secretary