

# Mount Holly Municipal Utilities Authority

## Regular Meeting Minutes September 10, 2020

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, September 10, 2020 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. 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

ABSENT: Mr. Robert Silcox, Commissioner  
Mr. Robert Young, Operations Superintendent

### 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, 2020 and the Courier Post on February 21, 2020. On Tuesday, September 8, 2020 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

Regular Meeting Minutes August 13, 2020

Commissioner Banks moved for the approval of the regular minutes from the August 13th meeting. Commissioner Springer seconded the motion. At the call of the roll the vote was:

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

### New Business

Resolution 2020-92

A resolution for renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund. Executive Director Maybury stated this is a three-year renewal committing the Authority to continuing the membership with the Joint Insurance fund. Commissioner Springer moved for the approval of resolution 2020-92. Commissioner Banks seconded the motion. At the call of the roll the vote was:

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

Resolution 2020-93

A resolution authorizing advertisement for design and installation of a High Efficiency Blower. Executive Director Maybury stated this is a replacement blower for the Maple Avenue treatment facility and it will replace two of the high-speed turbo blowers that have failed. Executive Director Maybury continued by explaining there was a recent electrical issue with the new blower motor and the standby turbo blower would not start. This blower project will give the Authority a backup blower that will be dependable and help assure uninterrupted air supply. The estimated cost of this blower project is five hundred forty-five thousand dollars. Chairman Thiessen asked if this purchase was within the Authorities capital budget and Executive Director Maybury confirmed it was budgeted. Commissioner Banks asked how many blowers will the Authority be purchasing and Executive Director Maybury confirmed that this project is for one new blower and this will replace two failed blowers. Commissioner Banks moved for approval of Resolution 2020-93. Commissioner Springer seconded the motion. At the call of the roll the vote was:

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

Resolution 2020-94 A resolution authorizing extension of contract for supply and delivery of Bioxide (Liquid Calcium Nitrate) Executive Director Maybury stated that Bioxide is a chemical that is metered into the wastewater flow to control odors from pump stations that have long force mains. This chemical also helps slows the corrosion of the Authorities infrastructure by reducing hydrogen sulfide gas. This resolution extends the contract and is recommended for approval. Commissioner Springer moved for the approval of resolution 2020-94. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Resolution 2020-95 A resolution authorizing extension of contract for supply and delivery of magnesium hydroxide-63%. Executive Director Maybury stated this chemical is metered into the flow at the Rancocas Road Wastewater Treatment Facility increasing alkalinity and ph which helps the biological process. Commissioner Banks moved for the approval of resolution 2020-35. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Resolution 2020-96 A resolution approving an S-3 application for approval of sewer construction plans between the Mt. Holly Municipal Utilities and Lumberton Family Apartments Urban Renewal for real property in the township of Lumberton, identified as block 22 lot 8.01. Executive Director Maybury explained the proposed development is off Route 38 behind the Walmart in Lumberton. This project is for seventy affordable apartments and is a small piece of a bigger 211-acre project. Commissioner Springer moved for the approval of resolution 2020-96. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Resolution 2020-97 A resolution authorizing the award of goods and services contract through the Federal Supply Schedules of the Government Services Administration (GSA) for supply and demand of one Kohler 15KW emergency diesel generator system with 1500 automatic transfer switch for Tarnsfield Pump Station. Executive Director stated this does not need to be bid because it is on the GSA and under the bid threshold amount. Commissioner Banks moved for the approval of resolution 2020-97. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Resolution 2020-98 A resolution rejecting the proposals submitted for certified environmental laboratory testing services. Executive Director Maybury explained this is being rejected because of deficiencies and it did not meet the Authority's requirements. Mr. Stagliano, Qualified Purchasing Agent, stated the Authority will go out for rebid with a revised specification on September 15, 2020 if this resolution is passed. Commissioner Springer moved for the approval of resolution 2020-98. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: 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 2020-88 A resolution approving the operating expenses for the month of August
- \*Resolution 2020-89 A resolution approving the sewer refunds for the month of August
- \*Resolution 2020-90 A resolution approving the expenditures for the month of August from the escrow fund.
- \*Resolution 2020-91 A resolution approving the expenditures for the month of August 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: 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 stated the shared service agreement with Mt. Holly Township for use of 37 Washington Street expires December 31, 2020 and the Township has been notified of the agreement end date. The Southern New Jersey Health Insurance Fund will have a 4.16% (about \$47,000) increase for calendar year 2021. The Maple Avenue Treatment Facility high speed turbo blower failure resulted in a tentative agreement for CNA Insurance to pay \$190,000 towards the Authority's July 2019 emergency blower replacement.

**Report of the Engineer** The Report of the Engineer was received. Nothing to add.

**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. Nothing to add.

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

**Report of the Finance Administrator/Treasurer** The Report of the Finance Administrator was received. Mr. Dehoff stated the 2021 budget preparation is underway, the state issued the files to prepare all the documents and no significant increases are anticipated. The Authority will continue as we have in the past and mail the budget to the local towns serviced by the Authority for input on the capital items. October's agenda will introduce the budget and the November board agenda will list the budget as an action item for approval consideration.

**Other new business** None

**Matters to be presented by the Commissioners** None

**Executive Session** Resolution 2020-99

Motion to enter Executive Session at 6:30 PM to discuss contracts and personnel matters. Commissioner Banks moved for approved. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Adjournment Time 6:38 PM

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

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Respectfully submitted,

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Brandy C. Boyington, Secretary