

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, APRIL 2, 2013 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, April 2, 2013, 6:30 P.M., at the Municipal Building, 500 Pemberton-Browns Mills Road, New Lisbon, New Jersey.

Pledge of Allegiance was recited.

A roll call was taken:

PRESENT: Sherry L. Scull	Chairperson
Robert L. Bailey	Vice-Chairperson
Corine Kemp	Secretary
Adrienne B. Leonard	Treasurer
Elmer D'Imperio	Assistant Secretary
Kara C. Schnure	Alternate
Owen Martindale	Alternate

ALSO PRESENT: Charles Vester	Administrator
Gina Scully	Administrator
Bud Doyle	Systems Advisor
Brian M. Guest	Solicitor
Keith Chiaravallo	Engineer

Chairperson Scull announced and had entered into the minutes that "in accordance with the Open Public Meetings Act, adequate notice of this meeting has been made with the Burlington County Times, Central Record, filed with the Clerk of Pemberton Township and posted in the office of the MUA."

Chairperson Scull announced and had entered into the minutes that "if awarded a contract your company/firm will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27."

approved.

Chairperson Scull asked for any additions, corrections, etc. and for approval of the minutes of the Regular Meeting of March 5, 2013. Ms. Leonard moved. Mr. D'Imperio seconded.

ROLL CALL: Ms. Leonard – yes  
Mr. D’Imperio – yes  
Mr. Bailey – abstain (absent from  
the meeting.)  
Ms. Kemp – abstain (absent from  
the meeting.)  
Chairperson Scull – yes

Chairperson Scull declared the minutes of the Regular Meeting of  
March 5, 2013 approved.

RESOLUTION OF CLAIMS #-18-2013 – Operating Fund - \$162,575.27.

Ms. Kemp moved. Mr. D’Imperio seconded.

ROLL CALL: Ms. Kemp moved – yes  
Mr. D’Imperio – yes  
Mr. Bailey – yes  
Ms. Leonard - yes  
Chairperson Scull – yes

Chairperson Scull declared Resolution of Claims #18-2013 –  
Operating Fund - \$162,575.27 approved.

ADMINISTRATION & OPERATIONS REPORT – RESOLUTION #17-2013 –

To Release Auto Zone Performance Bond. Mr. Vester told the Board that  
Auto Zone submitted their asbuilts and he is recommending we release their  
performance bond and their money left in escrow. Mr. Bailey moved. Ms.  
Leonard seconded.

ROLL CALL: Mr. Bailey – yes  
Ms. Leonard – yes  
Mr. D’Imperio – yes  
Ms. Kemp – yes  
Chairperson Scull – yes

Chairperson Scull declared the Resolution #17-2013 approved.

RESOLUTION #19-2013 – To Advertise Sale of 1991 Jeep Cherokee. Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes  
Mr. Bailey –yes  
Mr. D’Imperio – yes  
Ms. Kemp – yes  
Chairperson Scull – yes

Chairperson Scull declared Resolution #19-2013 approved.

Mrs. Scully informed the Board that the auditor is in performing the audit.

She also told the Board that our April billing is not going out until some time in mid April. She said this is due to the tax sale which is on April 9, 2013. She said we have a notice on the Pemberton School channel and our website.

Mr. Vester informed the Board that the engineer has prepared a cost estimate for the digester cleaning. The construction estimate is \$359,910.00 and the engineering cost is \$52,751.00. He added that construction estimate is a worse case scenario. Mr. D’Imperio moved to have the engineer draw the specifications and bid. Ms. Leonard seconded.

ROLL CALL: Mr. D’Imperio – yes  
Ms. Leonard – yes  
Mr. Bailey – yes  
Ms. Kemp – yes  
Chairperson Scull – yes

Chairperson Scull declared the motion approved.

Mr. Vester told the Board that the contractor Mac Rose on the Lakehurst Road project will begin well pointing on April 15 th.

He also told the Board we are waiting for the revisions on the farm permit from the DEP.

Mr. Vester told the Board our plant permit expires at the end of the year and he is filling out the paperwork. He said there will be improvements that will be required at the plant for us to meet the new permit.

Mr. Martindale asked about a liner for the pipe on Lakehurst Road.

Mr. Vester explained that after videoing the line it will be determined if we need a liner. Mr. Martindale asked how long would a liner last if inserted. Mr. Chiaravallo replied that it depended but approximately a span of 50 years.

Mr. Martindale also asked how long the DEP would allow for improvements to be made if needed for our permit. Mr. Vester said they would allow a scheduled time.

ENGINEER'S REPORT – Mr. Chiaravallo told the Board on the Lakehurst Road Project the videoing and cleaning are about 75 percent complete. He said the Electrical and Mechanical Bids were received on March 19, 2013 and they are still reviewing them. He also informed the Board that bids will be received for the portable generator on April 9, 2013. Mr. Chiaravallo told the Board the digester cleaning estimates were done in unit prices so much of the estimated work may not be needed.

Mr. Martindale asked where the sludge from the digester is taken. Mr. Chiaravallo said the contractor disposes the sludge and there are places like Stoneybrook that have incineration that take that sludge.

SOLICITOR'S REPORT – Mr. Guest said he has been working with the engineer to review the bids.

OLD BUSINESS – Chairperson Scull said there is \$2,000,000.00 in the school budget

to connect to our system from the Helen Fort school. EPA is still reviewing the project.

NEW BUSINESS – Ms. Kemp suggested a letter be sent to the township just to make them aware that the scheduling of the tax sale has held up our billing cycle. Mrs. Scully said they were made aware. Mr. Martindale asked about the status of the Pemberton Woods pump station. Mr. Vester said they are working with the engineer. He said they have a lot more that needs to be done. Mr. Martindale asked if the pump station is manned around the clock. Mr. Vester said there are alarms.

RECOGNITION OF VISITORS – Michael D’Imperio, a resident of Pemberton Township, was present and the Board welcomed him.

COMMENTS FROM THE BOARD MEMBERS – Mr. Bailey said he visited the Lakehurst Road site and said he was impressed with the skillful work.

Ms. Leonard said she hoped everyone had a nice holiday.

Chairperson Scull thanked everyone for attending the meeting.

Chairperson Scull asked for a motion to adjourn the meeting. Mr. D’Imperio moved. Ms. Kemp seconded.

AYES: All  
NAYES: None

Chairperson Scull declared the motion approved and adjourned the meeting at 7: 00 P.M.

Cell Map

Robert L. Bailey