

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REORGANIZATION MEETING

OF

TUESDAY, FEBRUARY 4, 2014 MINUTES

A Reorganization Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, February 4, 2014, 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: | Robert L. Bailey | Board Member |
| | Elmer D'Imperio | Board Member |
| | Corine Kemp | Board Member |
| | Adrienne B. Leonard | Board Member |
| | Sherry Scull | Board Member |
| | Kara C. Schnure | Alternate |
| | Owen Martindale | Alternate |

| | | |
|---------------|------------------------|--------------------|
| ALSO PRESENT: | Charles W. Vester, Jr. | Administrator |
| | Gina Scully | Administrator |
| | Bud Doyle | Systems Advisor |
| | Brian M. Guest | Parker McCay |
| | Keith Chiaravallo | CME Associates |
| | Brent Lee | John J. Maley, Jr. |

Mr. Guest 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."

Mr. Guest 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."

Mr. Guest asked for nominations for the Chairperson. Ms. Leonard moved to nominate Sherry Scull. There were no other nominations.

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

Sherry L. Scull was named Chairperson.

Nominations were asked for Vice Chairperson. Ms. Kemp nominated

Robert Bailey. There were no other nominations.

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

Robert Bailey was named Vice Chairperson.

Nominations were asked for Secretary. Mr. Bailey nominated Corine

Kemp. There were no other nominations.

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

Corine Kemp was named Secretary.

Nominations were asked for Treasurer. Ms. Kemp nominated

Adrienne B. Leonard as Treasurer. There were no other nominations.

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

Adrienne B. Leonard was named Treasurer.

Nominations were asked for Assistant Secretary. Mr. Bailey nominated Elmer D’Imperio. There

were no other nominations.

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

Elmer D’Imperio was named Assistant Secretary.

RESOLUTION #08-2014 – Designation of Officials – Ms. Kemp moved. Mr. Bailey seconded.

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

Chairperson Scull declared Resolution #08-2014 – Designation of Officials approved.

Chairperson Scull asked for any additions, corrections and for approval of the minutes of the Regular Meeting of January 7, 2014. Mr. Martindale moved. Ms. Leonard seconded.

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

Chairperson Scull declared the minutes of the Regular Meeting of January 7, 2014 approved.

RESOLUTION OF CLAIMS #15-2014 – Operating Fund - \$307,583.33. Ms. Kemp moved. Mr. Bailey seconded.

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

Chairperson Scull declared Resolution of Claims #15-2014 – Operating Fund - \$307,583.33 approved.

Chairperson Scull informed the Board that RESOLUTIONS #07–2014 - Appointing Consultant for Insurance; #09-2014 – Holidays for 2014; #10-2014 – Designation of Depository; #11-2014 – Annual Meeting Schedule; #12-2014 – Authorization of Investments; #13-2014 – Designation of Newspapers for 2014; #14–2014 – Authorization of Signatures are consent agenda and will be enacted by one motion. 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 the consent agenda approved – Resolution #07-2014 – Appointing Consultant for Insurance; #09-2014 – Holidays for 2014; #10-2014 – Designation of Depository; #11-2014 –Annual Meeting Schedule; #12-2014 – Authorization of Investments; #13-2014 – Designation of Newspapers for 2014 & #14-2014 Authorization of Signatures. RESOLUTION #04-2014 – Appointing the Auditor for 2014. Ms. Kemp moved to appoint Brent Lee, representative of John J. Maley, Jr. as auditor. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution #04-2014 approved naming Brent Lee, representative of John J. Maley, Jr. as the auditor.

RESOLUTION #05-2014 – Appointing the Solicitor for 2014. Mr. D’Imperio moved to appoint Brian M. Guest as Solicitor. Mr. Bailey seconded.

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

Chairperson Scull declared Resolution #05-2014 approved naming Brian M. Guest of Parker McCay as Solicitor.

RESOLUTION #06-2014 – Appointing the Engineer for 2014. Mr. Bailey moved to name Michael McClelland and Keith Chiaravallo of CME Associates as the Engineer. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution #06-2014 approved appointing Michael McClelland and Keith Chiaravallo of CME Associates as Engineer.

ADMINISTRATION & OPERATIONS REPORT – Mrs. Scully informed the Board the office is working on the end of the year the tax sale and reorganization.

Mr. Vester informed the Board that he spoke with Mr. Sprague regarding his request to remove cable at our farm. He said they are no longer interested in pursuing the removal. He said he thought the fact that they needed to get permission from DEP made the decision.

He also told the Board a copy of the yearly activities of the plant was in their packets.

Chairperson Scull asked if anyone was aware of the negative remarks made on facebook about the MUA. She said it had to do with water in the crawlspace of a home. Mr. Vester said he just heard about it today. He said they are looking into the matter. He added that we always respond to a matter as soon as it is reported. He said the homeowner was also told to contact their insurance company and they must contact the office so we can report it to our insurance carrier.

ENGINEER'S REPORT – Mr. Chiaravallo thanked the Board for the reappointment. He told the Board they are working on close out meetings with D & D Trenchless.

Mr. Chiaravallo asked for authorization to proceed with preparing specifications to clean out the secondary digester. He said the engineering costs would be \$52,216.00 and the estimated cost of the project would be \$591,500.00. Mr. Vester added the project cost should be less than the estimate because we can remove most of the sludge. He said last year we did the primary tank and the cost was much less than estimated. He added that in 40 years the primary has been cleaned three times but the secondary has never been cleaned.

The Board asked if this could be held until the next meeting after they receive more information.

SOLICITOR'S REPORT – Mr. Guest thanked the Board for his reappointment.

OLD BUSINESS – None.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – Mr. Brent Lee thanked the Board for his appointment.

He added that he is looking forward to working with everyone and moving forward.


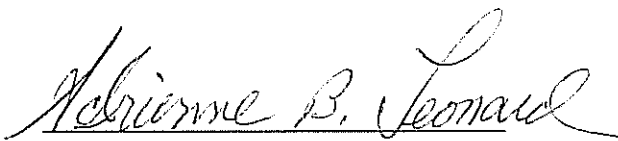
Mrs. Diane Stinney, Pemberton Township Council, just stopped in and said hello.

COMMENTS FROM THE BOARD MEMBERS – Mr. Martindale said he was glad

to see everyone. Ms. Kemp said she did read the plant journal and she appreciated it. Mr. Bailey said he was glad to work with everyone another year. Ms. Leonard also said she was impressed with the plant journal. She said she looks forward to working with everyone as a team. Chairperson Scull congratulated everyone on their appointments. She also thanked the staff for the service and product they provide. She thanked Mr. Doyle for his involvement and his knowledge. She added that it is important to work together and communicate. She thanked the Board for their faith in her as the Chairperson. Mr. D'Imperio moved to adjourn the meeting. Ms. Leonard seconded.

AYES: All
NAYES: None

Chairperson Scull declared the motion approved and adjourned the meeting at 7:05 P.M.

Handwritten signature of Sherry D. Scull in cursive script, underlined.Handwritten signature of Adrienne B. Leonard in cursive script, underlined.