

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, MARCH 1, 2016 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, March 1, 2016, 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: Corine Kemp	Chairperson
Robert L. Bailey	Secretary
Adrienne B. Leonard	Treasurer
Jason Allen	Board Member
Kara C. Schnure	Alternate

ABSENT: Elmer D'Imperio	Asst. Secretary
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ALSO PRESENT: Charles W. Vester	Administrator
Gina Scully	Administrator
Jennifer Rivera	Administrator
Elizabeth Garcia	Parker McCay
Keith Chiaravallo	Engineer

Chairperson Kemp 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 Kemp 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."

Chairperson Kemp asked if there were any additions, corrections and for approval of the minutes of the Reorganization Meeting of February 2, 2016, Closed Meeting of February 2, 2016.

Mr. Bailey moved. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Leonard – yes
Mr. Allen – yes
Ms. Schnure – yes
Chairperson Kemp - yes

Chairperson Kemp declared the motion approved.

RESOLUTION OF CLAIMS #18-2016 – Operating Fund - \$235,156.78.

The Board reviewed the bill list.

Mr. Allen moved. Mr. Bailey seconded.

ROLL CALL: Mr. Allen – yes
Mr. Bailey - yes
Ms. Leonard – yes
Ms. Schnure - yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution of Claims #18-2016 – Operating Fund - \$235,156.78 approved.

ADMINISTRATION & OPERATIONS REPORT – Ms. Rivera informed the board that they will be delaying the April billing due to the Tax Sale Date on April 13, 2016. She also said that they have received Approval from the Division of Local Government for the Adoption of the Budget of 2016.

Mr. Vester told the Board that the Pump Station at Pemberton Woods has items that still need to be completed before we accept the Pump Station. He added they did some corrective work on Pump Station #2. He stated that at the plant site there was electrical repair work on the UV system and there was a water main break at the main building. Also there was extensive repair work on the digester boiler.

Mr. Vester said that they are preparing to apply sludge at the farm site.

Chairperson Kemp asked how often they land apply sludge. He told her it depends on how much sludge has built up. Right now because we do not apply sludge in the winter we have several runs because the sludge tank is full.

He stated that they are hiring George Anderson to cut the grass crops.

He stated that the former farmer could no longer do the work. Chairperson Kemp asked how they go about hiring a farmer and Mr. Vester replied generally by word of mouth.

He then stated they have been preparing reports for the sludge application.

ENGINEER'S REPORT – Mr. Chiaravallo asked for approval for the preparation of the Electrical and Mechanical contract, not to exceed \$5,239.00 and to advertise and accept bids.

Chairperson Kemp asked for a motion for approval of the preparation of the Electrical and Mechanical contract, not to exceed \$5,239.00 and to advertise and accept bids.

Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes
Mr. Bailey - yes
Mr. Allen – yes
Ms. Schnure - yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

Mr. Chiaravallo also informed the board that the Hanover Street work has been complete but we have not accepted the project. He added that we just found out they began their flow without our authorization as well as they owe the authority escrow money. Mr. Vester concurred that there is money due and no authorization was

given for the flow to begin. Mr. Chiaravallo said that he is in the process of drafting a letter to the Borough.

SOLICITOR'S REPORT – No report.

OLD BUSINESS – None.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None

Ms. Garcia asked Victor Anderson, who was present, if he wanted to waive his rights so that the Board could discuss the personnel issue that would involve him. He said he would. She then asked him if he wanted it discussed in open or closed session. He replied closed.

RESOLUTION #17-2016 – To Close the Meeting to the Public to Discuss Personnel and Contract Negotiations.

Mr. Bailey moved. Ms. Schnure seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and closed the meeting to the public.

Chairperson Kemp asked for a motion to open the meeting from closed session.

Mr. Bailey moved. Ms. Leonard seconded.

AYES: All
NAYES: None

Chairperson Kemp opened the meeting to the public.

COMMENTS FROM THE BOARD MEMBERS – Mr. Bailey thanked everyone for welcoming him for another term. Ms. Leonard said she hopes that everyone will work

together to help continue to run things smoothly. Chairperson Kemp congratulated Mr. Bailey and thanked everyone for working with her to keep things running smoothly.

Chairperson Kemp asked for a motion to adjourn the meeting.

Mr. Allen moved. Ms. Schnure seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 8:00 P.M.

Ala Kemp

Nalienne B. Leonard