

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY JULY 11, 2017 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, July 11, 2017, 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: Jason Allen	Vice-Chairperson
Robert L. Bailey	Secretary
Kara C. Schnure	Alternate #1
Donna Lefebvre	Alternate #2

ABSENT: Corine Kemp	Chairperson
Adrienne B. Leonard	Treasurer
Tonya Stilts	Assistant Secretary

ALSO PRESENT: Bill Butler	Administrator
Jennifer Rivera	Administrator
Bud Doyle	Systems Advisor
Katelyn Metz	Solicitor
Keith Chiaravallo	Engineer

Vice-Chairperson Allen 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.”

Vice-Chairperson Allen 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.

Vice-Chairperson Allen asked if there were any additions, corrections and for approval of the minutes of the Regular Meeting of June 13, 2017. Vice-Chairperson Allen stated that his vote to accept the minutes of the Regular Meeting of May 2, 2017 wasn't noted on page 2 of the minutes and asked that his approval be recognized and noted. Vice-

Chairperson Allen asked for a motion to approve the minutes of the Regular Meeting of July 13, 2017 with the correction to note his vote of page 2. Mr. Bailey moved. Ms. Schnure seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Schnure – yes
Ms. Lefebvre – yes
Vice-Chairperson Allen – yes

Vice-Chairperson Allen declared the motion approved.

RESOLUTION OF CLAIMS #29-2017 – Operating Fund - \$160,777.45.

The Board reviewed the bill list.

Mr. Bailey moved. Ms. Lefebvre seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Lefebvre – yes
Ms. Schnure – yes
Vice-Chairperson Allen – yes

Vice-Chairperson Allen declared Resolution of Claims #29-2017 – Operating Fund – \$160,777.45 approved.

ADMINISTRATION & OPERATIONS REPORT – Mr. Butler informed the Board that the storm that occurred at the end of June damaged the flag pole at the office as well as shingles on the barn located in back of the office. The insurance company was contacted regarding those damages. The storm also caused a power outage at sewer pump station #15 which had the generator supply power for more than 24 hours. Mr. Butler told the Board that there was some vandalism that happened to the sewer plant during the weekend of June 30th. Police were called in to investigate. A fire extinguisher was sprayed into the 1976 dump truck. Mr. Butler said that Mac-Rose was called to repaired the fence to help prevent anyone entering underneath the fence. Mr. Butler mentioned

that all of the items from the PEOSH (Public Employee Occupational Safety & Health) report have been addressed except for employee training which is scheduled for July 13, 2017. Mr. Butler asked for authorization to sell to the highest bidder some farm equipment that was purchased by the MUA years ago that is no longer being used. The three items are a CLAAS Hay Baler, New Holland Rake, and a John Deer 1209 Hay Cutter. After some discussion, the Board agreed to start the bid for the CLAAS Hay Baler at \$4,000.00. The New Holland Rake and John Deer 1209 Hay Cutter would both have a starting bid of \$1,000.00 each.

Vice-Chairperson Allen asked for a motion to add RESOLUTION #30-2017 – Authorization to advertise for bid; CLAAS Hay Baler, New Holland Rake, and John Deer 1209 Hay Cutter. Mr. Bailey moved. Ms. Schnure seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Schnure – yes
Ms. Lefebvre – yes
Vice-Chairperson Allen – yes

Vice-Chairperson Allen declared the motion approved.

RESOLUTION #30-2017 – Authorization to advertise for bid; CLAAS Hay Baler, New Holland Rake, and John Deer 1209 Hay Cutter. Ms. Lefebvre moved. Ms. Schnure seconded.

ROLL CALL: Ms. Lefebvre – yes
Ms. Schnure – yes
Mr. Bailey – yes
Vice-Chairperson Allen – yes

Vice-Chairperson Allen declared the motion approved.

Mr. Butler asked for approval for CME Associates to prepare specification for the

Maintenance and Repair of the Sanitary Sewerage System. The Estimate of Engineering Services is \$4,552.00. Vice-Chairperson Allen asked for a motion to approve CME Associates to prepare specification for the Maintenance and Repair of the Sanitary Sewerage System. Ms. Schnure moved. Ms. Lefebvre seconded.

ROLL CALL: Ms. Schnure – yes
Ms. Lefebvre – yes
Mr. Bailey – yes
Vice-Chairperson Allen – yes

Vice-Chairperson Allen declared the motion approved.

ENGINEER'S REPORT – Mr. Chiaravallo had nothing to report other than the request to start preparation of the Maintenance and Repair of the Sanitary Sewerage System which was just approved by the Board.

SOLICITOR'S REPORT – Ms. Metz had a public service announcement for the Board and Administration of an AEA (Association of Environmental Authorities) 2017 Commissioners' Supper event which she will be a guest speaker held on July 25th from 5:30 to 8:30 pm at Mount Laurel Township MUA. Ms. Metz said that it is a good opportunity to get updated information on a number of different topics including Ethics, Role of Board, Powers of Authority, etc.

OLD BUSINESS – None.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD MEMBERS – Ms. Lefebvre asked Mr. Butler if there was new information regarding the Pemberton Pines project. Mr. Butler replied no.

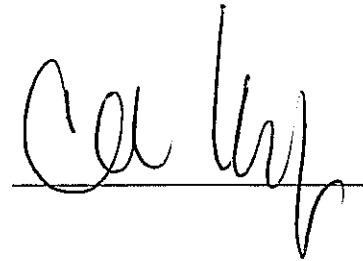
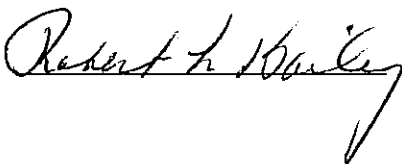
Vice-Chairperson Allen thanked the Administration, Professionals, and Staff for all of their hard work.

Vice-Chairperson Allen asked for a motion to adjourn.

Ms. Lefebvre moved. Ms. Schnure seconded.

AYES: All
NAYES: None

Vice-Chairperson Allen declared the motion approved and adjourned the meeting at 6:50 P.M.

A handwritten signature in cursive script, appearing to read "Robert L. Stanley", written over a horizontal line.A handwritten signature in cursive script, appearing to read "Robert L. Stanley", written over a horizontal line.