

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, JUNE 9, 2015 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, June 9, 2015, 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
Corine Kemp	Vice Chairperson
Robert L. Bailey	Secretary
Adrienne B. Leonard	Treasurer
Kara C. Schnure	Alternate

ABSENT: Elmer D'Imperio	Asst. Secretary
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."

Chairperson Scull asked for any additions, corrections and for approval of the minutes of the Regular Meeting of May 5, 2015. Ms. Kemp moved. Mr. Bailey seconded.

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

Chairperson Scull declared the minutes of the Regular Meeting of
May 5, 2015 approved.

RESOLUTION OF CLAIMS #-18-2015 – Operating Fund – CORRECTED \$225,375.39.

Ms. Kemp moved. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution of Claims #18-2015 – Operating Fund -
\$225,375.39 which was corrected approved.

RESOLUTION OF CLAIMS #19-2015 – Operating Fund - \$196,948.56.

Mr. Bailey moved. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution of Claims #19-2015 – Operating Fund –
\$196,948.56 approved.

ADMINISTRATION & OPERATIONS REPORT – RESOLUTION #20-2015 –

Approval of the Audit for 2014. Ms. Leonard moved. Ms. Kemp seconded.

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

Chairperson Scull declared Resolution #20-2015 – Approval of the
Audit for 2014 approved.

Mrs. Scully asked for authorization to approve the renewal of billboard lease for the
small sign at the farm for \$1,100.00 per year. The lease is for 5 years. She said
that Mr. Guest prepared the lease. Mr. Bailey moved. Ms. Kemp seconded.

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

Chairperson Scull declared the motion approved.

Mrs. Scully asked for authorization to advertise and receive bids for Liquid
Aluminum Sulfate and Hydrated Lime. Ms. Kemp moved. Ms. Leonard seconded.

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

Chairperson Scull declared the motion approved.

Chairperson Scull informed the Board that she received a call from Pemberton Borough
regarding the use of our sewer jetter. Mr. Vester said he had explained to the Board
several months ago that we could not fulfill all their requests for the use of our jetter.

He said he explained that to the Mayor at the Borough and said he told him if we could we would send our jetter but suggested to the Mayor that they need to consider other alternatives. He said we have had people out with illness as well as our system is aging and needing more attention. He added that our jetter is a 1982 vehicle and our priority is our township. He also said the Borough is moving sewer lines due to the bridge construction and when he informed him we needed our engineer to review the plans and work, which is policy, the Mayor had objections. Mr. Vester said we normally ask for \$5,000 for escrow and he reduced that amount for them to be held at \$2,500. He said he has tried to work with the Mayor.

Chairperson Scull said as far as the jetter that is a shared service and we are charging them \$150.00 an hour and she would like to see us continue to work with them. Ms. Kemp said she can understand that we cannot be available all the time. Mr. Doyle added that we actually are doing them a favor. He said we even give them a reduced rate on their sewer charges. Mr. Vester said he would meet with the Mayor.

Mr. Vester said the Lakehurst Road sewer main break has been completed. He said they had to replace 13 feet of pipe plus adding clamps on areas of the piping.

He also told the Board Mr. Snowden has been working to finalize the punch list on the Pemberton Woods pump station before we take it over. He said the list is now complete but we want to operate the system for about three months before we officially accept it.

Mr. Vester asked the Board for authorization to promote Kara Weekly to Laboratory Technician/Plant Secretary. He said she has completed all of her lab courses. He asked the Board to increase her wages to \$19.39 per hour an increase of \$5,000.00 which would be effective in July. He added that she is a great asset.. Ms. Leonard moved. Mr. Bailey seconded.

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

Chairperson Scull declared the motion approved.

Mr. Vester also added that we are expecting delivery of the new pick up truck. He said they will be taking bids on two of our older vehicles to sell. A 1992 and 1993 vehicle.

ENGINEER'S REPORT – Mr. Chiaravallo asked for authorization to prepare and go to bid on the contract for Maintenance and Repair. The amount is not to exceed \$3,690.00.

Mr. Bailey moved. Ms. Schnure seconded.

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

Chairperson Scull declared the motion approved.

SOLICITOR'S REPORT – Mr. Guest said he had nothing further to report.

OLD BUSINESS – None.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD – Ms. Kemp congratulated Kara Weekly.

Ms. Leonard also congratulated her. Mr. Bailey asked if we hired any new workers.

Mr. Vester replied that we had. Ms. Schnure - no comment. Chairperson Scull thanked everyone for doing a good job.

Ms. Kemp and Chairperson Scull said they would not be able to attend the July meeting.

Ms. Kemp moved to adjourn the meeting. Ms. Leonard seconded.

AYES: All

NAYES: None

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

Adrienne B. Leonard

Robert L. Buckley