

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

WEDNESDAY, JUNE 8, 2016 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Wednesday, June 8, 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
Jason Allen	Vice-Chairperson
Robert L. Bailey	Secretary
Tonya Costley-Stilts	Board Member (arrived at 6:40 P.M.)
Adrienne B. Leonard	Treasurer
Thomas Cathers	Alternate
Kara C. Schnure	Alternate

ALSO PRESENT: Gina Scully	Administrator
Jennifer Rivera	Administrator
Charles W. Vester	Administrator
Bill Butler	Administrator
Bud Doyle	Systems Advisor
Katelyn McElmoyl	Parker McCay
Keith Chiaravallo	Engineer

Chairperson Kemp asked for a moment of silence for Elmer D'Imperio, Board Member, who passed away May 15, 2016.

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 Regular Meeting of May 3, 2016 and the Closed Meeting of May 3, 2016. Mr. Bailey moved. Mr. Allen seconded.

ROLL CALL: Mr. Bailey - yes
Mr. Allen - yes
Ms. Leonard – yes
Ms. Schnure – abstain (absent from the meeting.)
Chairperson Kemp – yes

Chairperson Kemp declared the minutes approved.

RESOLUTION OF CLAIMS #23-2016 – Operating Fund - \$196,326.45.

The Board reviewed the bill list.

Ms. Leonard moved. Ms. Schnure seconded.

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

Chairperson Kemp declared Resolution of Claims #23-2016 – Operating Fund - \$196,326.45 approved.

ADMINISTRATION & OPERATIONS REPORT – Mrs. Scully told the Board the Audit for 2015 was in their packets. She told the Board we again received a “No Recommendations” audit. She added that this has been for about 30 years now and through at least five different auditing firms including Case Barlow, Groendyke & Associates, Holman & Frenia, Bowman & Associates and John Maley & Associates. She asked for a motion to accept and receive the audit. Mr. Allen moved. Ms. Leonard seconded.

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

Chairperson Kemp declared the motion approved.

Mrs. Scully informed the Board that we are asking for approval to sign another 5 year lease with Clear Channel Advertising. She explained that there are two billboard signs on the farm site. She said they have been there before we ever purchased the farm. She said we will receive close to \$4,000.00 a year for this one sign. She added that these signs are grandfathered in this area because they are actually in a right of way. She said this is the reason we cannot bid the area. Mrs. Scully said our previous solicitors and auditors have agreed with how this is handled and Ms. McElmoyl our new solicitor has concurred. Mr. Bailey moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

Ms. Costley-Stilts then arrived and Ms. McElmoyl swore her in as the new Board Member of the Pemberton Township Municipal Utilities Authority.

Mrs. Scully asked for a motion to award the low bid for Hydrated Lime to Reed Perrine in the amount of \$7.75 per bag. She added that the bid was also reviewed and approved by the solicitor. She asked that RESOLUTION #25-2016 be added to the agenda to approve the award. Mr. Allen moved to add RESOLUTION #25-2016 to the agenda.

Ms. Leonard seconded.

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

Chairperson Kemp declared the motion approved and added it to the agenda.

Mr. Allen moved to award the bid to Reed Perrine at \$7.75 per bag. Ms. Costley-Stilts seconded the motion.

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

Chairperson Kemp declared the motion approved.

Mrs. Scully asked the Board for a motion to award the Liquid Aluminum Sulfate bid to the low bidder USALCO in the amount of \$233.80 per ton. She told the Board the bid was reviewed by the solicitor and she concurs with the award. Mrs. Scully added that we are going to update the bidders checklist with the solicitor for future bidding. Mrs. Scully asked for a motion to add RESOLUTION #26-2016 to the agenda. Mr. Allen moved.

Mr. Bailey seconded.

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

Chairperson Kemp declared the motion approved and added it to the agenda.

Mr. Allen moved to award the Liquid Aluminum Sulfate bid to the low bidder

which is USALCO. Ms. Costley-Stilts seconded.

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

Chairperson Kemp declared the motion approved.

Mr. Butler told the Board that they had an emergency repair at Berkley & Colville on May 15, 2016. He said it was a 110 foot pipe repair. He said MacRose was contacted and they contacted the police the next day. He added that MacRose did neglect to obtain the road opening permit in a timely manner because the person that handles it in their office had an emergency and did not obtain the permit. He also told the Board the farm permit has been sent to DEP for their review. Mr. Butler informed the Board that there is a sink hole across from the Wawa on Fort Dix Road. He said they are having Root 24 televise the area to see if it is our line and our problem.

Chairperson Kemp then asked the members who were present from the D'Imperio family to come up. David and Michael D'Imperio came forward. Chairperson Kemp read a plaque inscribed for their father. She added that he was a wonderful family man and a dedicated member of the community. She said we all appreciate his service to the town and the Pemberton Township Municipal Utilities Authority. She said we will miss him. The family thanked everyone.

Chairperson Kemp then called Mr. Vester up. She presented him with a plaque and wished him good luck and thanked him for his many years of service.

ENGINEER'S REPORT – Mr. Chiaravallo informed the board that they have received

the bids for Maintenance and Repair of Mechanical and Electrical Apparatus. He said there was only one bidder which was Municipal Maintenance. He said the bid was reviewed and approved by the solicitor. Mr. Chiaravallo said the bid was for one year with an option to add another two years. He explained that it was a unit price bid at an estimate of \$77,485.00 contract amount.

RESOLUTION #27-2016 was added to the agenda to award the bid. Mr. Bailey moved to add the RESOLUTION #27-2016. Ms. Leonard seconded.

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

Chairperson Kemp declared the motion approved and added the resolution to the agenda.

Mr. Allen moved to adopt RESOLUTION #27-2016 – To Award the Bid to Municipal Maintenance. Ms. Costley-Stilts seconded.

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

Chairperson Kemp declared the motion approved.

SOLICITOR'S REPORT – Ms. McElmoyl said her report is for closed session.

OLD BUSINESS – None.

NEW BUSINESS – Chairperson Kemp asked Mr. Allen the liaison to the township to communicate to the township that we received another excellent audit.

RECOGNITION OF VISITORS – Mrs. Sherry Scull welcomed Ms. Costley-Stilts to

the Board. She said she was glad that Tonya had put her name in for the MUA Board. She said that Mr. D'Imperio will be greatly missed. She said with people like Elmer you were able to disagree but still remain a friend. She said he did what he felt was best for Pemberton. She added that he meant a lot to the community and he will be greatly missed. Mrs. Scull said we need more people like Elmer. She was thanked by the family. Chairperson Kemp told the family "your father will be greatly missed." She said he wore many hats and he liked people very much.

Chairperson Kemp asked for a motion to close the meeting to the public.

RESOLUTION #24-2014 – To Close the Meeting to the Public for Possible Litigation and Attorney-Client Privilege. Ms. McElmoyl stated that we anticipate official action to be taken in public.

Mr. Allen left the meeting from the closed session and abstained from the vote.

Ms. Leonard moved to close the meeting to the public. Mr. Bailey seconded.

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

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

Ms. Leonard moved to open the meeting back to the public. Ms. Costley-Stilts seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and opened the meeting to the public at 7:51 P.M.

Ms. Leonard moved to add RESOLUTION #28-2016 to the agenda. Ms. Schnure

seconded.

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

Chairperson Kemp declared the motion approved and added the resolution to the agenda.

RESOLUTION # 28-2016 – Authorizing the Appointment of Conflict Attorney

Special Counsel and Authorizing the Contract for Professional Services. Mr. Bailey

moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

Mr. Allen returned to the dais.

COMMENTS FROM THE BOARD MEMBERS – Ms. Schnure – No comment.

Mr. Bailey said he did not like what is going on but it will have to be what it while be.

Ms. Leonard said we have a lot on our plate but we will be able to handle it. She congratulated Dr. Cathers on his primary win and she welcomed Ms. Costley-Stilts on the Board. Dr. Cathers welcomed Ms. Costley-Stilts and said it is going to be an interesting year. He added that he met Mr. D’Imperio about 40 years ago and he was a good friend. Mr. Allen had no comment. Ms. Costley-Stilts said she is glad to be working with everyone. She added that she agreed with Mr. Bailey and felt this all could be resolved if there was proper communication. Chairperson Kemp welcomed Mr. Butler

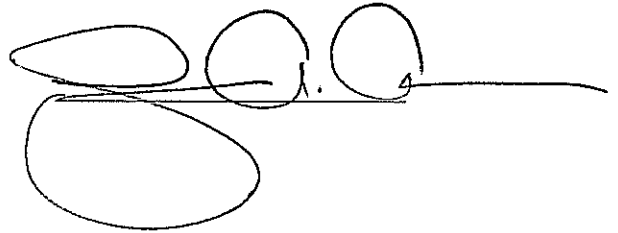
and Tonya. She thanked Mr. Vester for his many years of service and wished him good luck.

Chairperson Kemp asked for a motion to adjourn the meeting. Mr. Bailey moved. Ms. Leonard seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 7:57 P.M.

Robert L. Bailey

A handwritten signature in black ink, appearing to read "Robert L. Bailey", written over a horizontal line. The signature is stylized with large loops and a long horizontal stroke extending to the right.