

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

WEDNESDAY, NOVEMBER 7, 2018 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Wednesday, November 7, 2018, 6:30 P.M., at the Municipal Building, 500 Pemberton-Browns Mills Road, Pemberton, New Jersey.

Pledge of Allegiance was recited.

A roll call was taken:

PRESENT: Corine Kemp	Chairperson
Robert L. Bailey	Secretary
Tonya Stilts	Assistant Secretary
Adrienne B. Leonard	Treasurer
Kara C. Schnure	Alternate #1
Donna Lefebvre	Alternate #2

ABSENT: Jason Allen	Vice-Chairperson
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ALSO PRESENT: Jennifer Rivera	Administrator
Bill Butler	Administrator
Bud Doyle	Systems Advisor
Katelyn McElmoyl	Solicitor
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 Regular Meeting of October 2, 2018.

Mr. Bailey moved. Ms. Schnure seconded.

ROLL CALL: Mr. Bailey – yes  
Ms. Schnure – yes  
Ms. Stilts– Abstain (Absent from  
last meeting)  
Ms. Leonard – Abstain (Absent from  
last meeting)  
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

Chairperson Kemp asked if there were any additions, corrections and for approval of the minutes of the Special Meeting of September 11, 2018.

Mr. Bailey moved. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes  
Ms. Leonard – yes  
Ms. Stilts– Abstain (Absent from  
meeting)  
Ms. Schnure – Abstain (Absent from  
meeting)  
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

RESOLUTION OF CLAIMS #39-2018 – Operating Fund – \$443,201.35.

The Board reviewed the bill list. Chairperson Kemp asked for a motion to approve

Resolution #39-2018 – Operating Fund – \$443,201.35. Ms. Stilts moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

ADMINISTRATION & OPERATIONS REPORT – Ms. Rivera asked the Board for approval of Longevity for 2018. She stated that the list was apart of the Teamster Contract and Policy of the MUA. The total amount of Longevity is \$20,009.07. Chairperson Kemp asked the Board for a motion to approve Longevity for 2018. Ms. Stilts moved. Mr. Bailey seconded.

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

Chairperson Kemp declared the motion approved.

Ms. Rivera asked for approval to Advertise for RFP/RFQ's for Attorney, Auditor, & Engineer. Chairperson Kemp asked for a motion to approve advertising RFP/RFQ's for Attorney, Auditor, & Engineering services. Mr. Bailey moved. Ms. Stilts seconded.

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

Chairperson Kemp declared the motion approved.

ENGINEER'S REPORT – Mr. Chiaravallo stated that executed contracts were submitted by MJF Electrical for the Generator project. CME reviewed the documents and the documents are ready for the Authority to execute the contract. He stated that they will be moving forward with scheduling a preconstruction meeting.

SOLICITOR'S REPORT – Ms. McElmoyl added that her office reviewed the insurance and bond documents for the Generator Project and recommended execution of the

contract. She mentioned that some new things came up regarding Union Negotiations but she will discuss them in closed session.

OLD BUSINESS – None.

NEW BUSINESS – Chairperson Kemp mentioned that she would like to contact Pemberton Township about appointing a new MUA Board member prior to the MUA Reorganization meeting in 2019. She added that she would like to ask about the status of the feasibility study. Ms. Rivera said that she contacted Amy at Pemberton Township for a status on the feasibility study but has not heard back from her.

RECOGNITION OF VISITORS – None.

Chairperson Kemp asked for a motion to approve Resolution #40-2018 – To Close the Meeting to the Public for discuss Contract Negotiations. Ms. Stilts moved. Mr. Bailey 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 to the public. Mr. Bailey moved. Ms. Stilts seconded.

AYES: All  
NAYES: None

Chairperson Kemp declared the motion approved and opened the meeting to the Public.

COMMENTS FROM THE BOARD MEMBERS – Ms. Lefebvre stated that at the Planning Board meeting the developers for the Pemberton Pines project are moving forward with the plan to build 500 homes near Lakehurst Road. She wanted everyone to be aware of the status. She said they have several things that have to be addressed before they come back to the Planning Board. Mr. Butler said they would have to obtain a

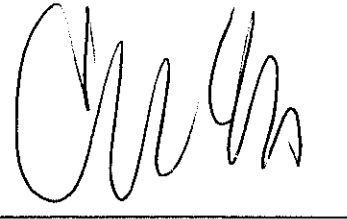
treatment work approval for the sewer to confirm whether the sewer plant can handle the flow. Chairperson Kemp announced that Mr. Allen & his wife welcomed their seconded baby boy so he wasn't able to attend the meeting.

Chairperson Kemp asked for a motion to adjourn the meeting.

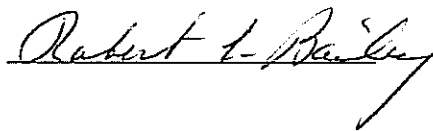
Ms. Stilts moved. Ms. Schnure seconded.

AYES: All  
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 7:20 P.M.



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