

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, NOVEMBER 10, 2015 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, November 10, 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: Corine Kemp	Chairperson
Robert L. Bailey	Secretary
Adrienne B. Leonard	Treasurer
Elmer D'Imperio	Asst. Secretary
Jason Allen	Board Member
Kara C. Schnure	Alternate

ABSENT: Owen Martindale	Alternate
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ALSO PRESENT: Gina Scully	Administrator
Jennifer Rivera	Administrative Assistant
Elizabeth Garcia	Parker McCay
Katelyn McElmoyl	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 Regular Meeting of October 6, 2015.

Mr. Bailey moved. Mr. Allen seconded.

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

Chairperson Kemp declared the minutes of the Regular Meeting of
October 6, 2015 approved.

RESOLUTION OF CLAIMS #28-2015 – Operating Fund – \$443,687.12.

The Board reviewed the bill list.

Mr. Allen asked about the payments on the list to the Pemberton Water

Department which is payment for our usage of water and for the rent payment we pay
the township twice a year for our agreement of lease.

Mr. Bailey moved. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Leonard - yes
Mr. Allen – yes
Mr. D’Imperio - yes
Chairperson Kemp - yes

Chairperson Kemp declared Resolution of Claims #28-2015 – Operating Fund -
\$443,687.12 approved.

ADMINISTRATION & OPERATIONS REPORT – Mrs. Scully introduced

Jennifer Rivera to the Board. Jennifer will take the position of Administrator next year.

Mrs. Scully explained that Jennifer will become the Administrator and train until she
retires at the end of February to work toward a smooth transition. She added that all this
was approved at the budget meeting. She said Brynn Lopez will become the

Administrative Assistant as well in January and in December we will be advertising for an Account Clerk to begin some time in January.

RESOLUTION #29-2015- To Amend the Wages & the Salaries for 2015. Mrs. Scully explained this was just an up to date list of salaries and wages since the Board approved increases and advances during the year. Mr. Allen moved. Mr. Bailey seconded.

ROLL CALL: Mr. Allen – yes
Mr. Bailey – yes
Mr. D’Imperio – yes
Ms. Leonard – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #29-2015 approved.

Mrs. Scully said that Mr. Vester advised her to inform the Board that Elizabeth Garcia and he will be meeting with the Teamsters for negotiations on November 19, 2015 and he will inform the Board of what transpired.

Mrs. Scully asked for approval of Longevity for 2015. She said the list they have are part of the Teamsters’ contract and policy of the Pemberton Township M U A. The total amount is \$33,110.38. Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes
Mr. Bailey – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

The Board then reviewed the RFQ’s received for Auditor, Engineer and Solicitor.

Chairperson Kemp suggested we readvertise for Solicitor. Mr. Bailey moved.

Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Leonard – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

Mrs. Scully also told the Board Rural Development which was Farmers Home where we received our loan and grant did an inspection of our plant and office and we were told we were in compliance.

She also told the Board we received approval of the Budget for 2016 from the state and also from the township.

Mrs. Scully told the Board Mr. Vester was not present because he was on vacation and that Mr. Doyle was not present because his wife was ill.

ENGINEER’S REPORT – Mr. Chiaravallo informed the Board he had the contracts with him for the Repairs and Maintenance of the Sanitary Sewer to be signed for the execution. He said he would bring them to the office.

SOLICITOR’S REPORT – Ms. Garcia reported she would be meeting with Mr. Vester and the Teamsters for the negotiations.

OLD BUSINESS – None.

NEW BUSINESS – Chairperson Kemp told the Board that we have started a practice of meeting with Council members to keep the line of communication open between the township and the MUA. She

said she, Mr. Doyle, Mr. Vester and Mrs. Scully first met with Mr. Allen.

She said the next meeting was with the same MUA staff and with Mr. Cathers and Mrs. Trueblood. She said she felt it was very informative and the way both bodies should be working together. Chairperson Kemp asked Mr. Allen if he knew anything about the studies the township was doing and when they would be available for review. Mr. Allen replied he thought it would be several months before they would be complete.

RECOGNITION OF VISITORS – Chairperson Kemp asked Ms. Scull to come forward. Chairperson Kemp thanked Ms. Scull for her many years of dedicated service to the authority and presented her with a gift of a clock from the Board. She added that Sherry did a great job and was an asset to the MUA. She told her we did not want her to leave and we miss her.

Chairperson Kemp added that she enjoyed working with her and she was a true public servant. She said the gift was a token of their appreciation.

Ms. Scull said she felt so thrilled to be appreciated and was overjoyed with the lovely gift. She then added that she is glad we are communicating with the council since that is exactly what Best Practices asks be done. She said the township answered no to the question when in fact she felt they should have answered yes. She said the MUA always sends them minutes as well as budgets for their approval. She said she knew that years ago other councils met with the MUA and communicated and she is glad to see we have initiated it again. She added that the MUA gives more information to the township than their own zoning and planning board.

Ms. Scull said this MUA is run excellently. She said if you want to see what happens when a township takes over just look at the mess in Delran Township. Also she added that our township took money from the water department and now they have to go out to bonding for repairs and some of that bonding money could have been a lot less if the township had not used the money for purposes that were not in the interest of the water. She said that is what happens and why townships want to take these organizations. She thanked Mrs. Scully and Mr. Vester for doing a great job. She added that the history Mr. Doyle has is priceless. She also thanked the professionals. Ms. Scull said the wages at the MUA especially at the plant level is so much less than the township. She said she was so proud to serve on the board. She said thank you so much to everyone.

~~COMMENTS OF BOARD - B~~
~~RECOGNITION OF VISITORS~~ - Ms. Schnure - no comment. Mr. Bailey said being a patriarch sometimes brings you ups and downs. We appreciate all you have done and wish you God speed and good wishes. Mrs. Leonard said she agreed with Mr. Bailey. She added that she has enjoyed sitting on the Board as well for the past 16 years. She said the staff is great. The office is run so well and the MUA has done well. She said she is very proud to be a part of it all. She told Jen she had her hands full. She told Ms. Scull she wishes her all the best. Mr. D'Imperio said he is watching the news about the Evesham MUA and suggested the Board keep watching. Chairperson Kemp said we are. Mr. Allen said he did not sit with Ms. Scull on the MUA just with her on the township council. He said she was a hard worker and very passionate and he is sure she was the same on the MUA. He said her award

was very well deserved. Chairperson Kemp added that it was a pleasure sitting and working with Ms. Scull on the MUA. She said we did not always agree but that is how you learn and she said she learned a lot from her. She said Sherry you are my friend. She added that even when we did not agree we came together to reach a goal. She added that Ms. Scull was truly an asset and we would love to have her back. Chairperson Kemp said everyone from the laborers on up make it a success a great team. Chairperson Kemp stated she is proud to sit on the MUA Board.

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 7:10 P.M.




