

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, OCTOBER 6, 2015 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, October 6, 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	Vice Chairperson
Robert L. Bailey	Secretary
Adrienne B. Leonard	Treasurer
Jason Allen	Board Member
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

Vice 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."

Vice 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."

Vice Chairperson Kemp asked if there were any additions, corrections and for approval of the minutes of the Regular Meeting of September 1, 2015 and Special Meeting of September 8, 2015.

Mr. Bailey moved. Ms. Leonard seconded.

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

Vice Chairperson Kemp declared the minutes of the Regular Meeting of September 1, 2015 and September 8, 2015 approved.

RESOLUTION OF CLAIMS #26-2015 – Operating Fund – \$203,803.83.

Mr. Allen asked if any of the payments on the list were to DEP because he would then abstain. He was informed there were none.

Ms. Leonard moved. Mr. Bailey seconded.

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

Vice Chairperson Kemp declared Resolution of Claims #26-2015 – Operating Fund - \$203,803.83 approved.

ADMINISTRATION & OPERATIONS REPORT – Election of Chairperson to replace

Ms. Scull. Mr. Bailey named Corine Kemp. Ms. Schnure seconded.

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

Corine Kemp was name Chairperson.

The Board all agreed to leave the Vice Chairperson slot open until they reorganize in February 2016.

RESOLUTION #27-2015 – To Approve the Budget for 2016. Mrs. Scully informed the Board this contained the financial numbers we discussed at the special meeting as well as sending them to the Board previous to putting it in the Budget form for the Division of Local Government Services.

Mr. Bailey moved to approve Resolution #27-2015. Ms. Leonard seconded.

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

Chairperson Kemp declared Resolution #27-2015 – To Approve the Budget for 2016 approved.

Mrs. Scully informed the Board there was a voluntary questionnaire in their packets from the USDA.

She said the other item she wanted to discuss she would Mr. Guest gave his report.

Mr. Allen said he wanted to thank Mr. Vester, Mrs. Scully, Ms. Kemp and Mr. Doyle for meeting with him to give him an overview and understanding of the MUA.

Mr. Vester informed the Board that he and Mrs. Scully met with Bob English of Willis our insurance broker to discuss the policies. He said Mr. English said we are looking at possibly a 3% to 5% increase in the general insurance premiums.

Mr. Vester also said it is nearing the time of our union contract to expire and to date we have not heard of any time they would like to start to negotiate. He asked the Board to decide which member or members would be interested in taking part in the negotiations.

ENGINEER'S REPORT – Mr. Chiaravallo informed the Board we received one bid for the Maintenance and Repair Contract on September 9, 2015. It was from Mac Rose Contractors. The bid is a unit price at \$247,240.00. The Board asked why there was only one bid. Mr. Guest replied that he thinks it is because it is a unit type bid which means they get paid on work they do which means it could be a zero or it could be more. It depends on what repairs we need done. He also said he reviewed the contract with CME and he approved it. Mr. Bailey moved to award the bid to Mac Rose Contractors. Ms. Leonard seconded.

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

Chairperson Kemp declared the motion approved.

SOLICITOR'S REPORT – Mr. Guest congratulated Ms. Kemp on her position as the Chairperson. He also told the Board everything is good and there are no legal problems. He then informed the Board that as of December 31, 2015 he is retiring. He said he would let the Board know who would be replacing him.

Mrs. Scully then suggested to the Board we go out for RFQ's soon so they can review the bids in a timely manner. The Board agreed to go out for RFQ's

for Solicitor, Engineer and Auditor. Ms. Leonard moved. Mr. Bailey seconded.

AYES: All  
NAYES: None

Chairperson Kemp declared the motion approved.

OLD BUSINESS – Chairperson Kemp said we have a beautiful gift for Ms. Scull in recognition of her years of service and her Chairperson position. She asked if she would be attending our November meeting.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD – Ms. Leonard said she felt bad everyone was retiring. She said to enjoy and it is a pleasure working with all of you.

Mr. Allen said he read all the information he received and has heard all good things about the MUA and looks forward to working with everyone. He congratulated Ms. Kemp on her chairperson position.

Chairperson Kemp asked for a motion to adjourn the meeting.

Mr. Allen moved. Ms. Schnure seconded.

AYES: All  
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 6:55 P.M.

Be Kap

Robert L. Bailey