

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

PUBLIC HEARING

&

REGULAR MEETING

OF

TUESDAY OCTOBER 4, 2016 MINUTES

A Public Hearing & Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, October 4, 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 (left 7:15 P.M.)
Adrienne B. Leonard	Treasurer
Tonya Stilts	Board Member
Kara C. Schnure	Alternate #1

ABSENT: Robert L. Bailey	Secretary
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ALSO PRESENT: Bill Butler	Administrator
Gina Scully	Administrator
Jennifer Rivera	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.”

A public hearing was held on the connection fee. Ms. McElmoyl swore in Brent Lee, auditor and explained the statute requirements of N.J.S.A. 40:14B-23.

Mr. Lee testified as to how he calculated the connection fee rate. The calculation came

out to \$3,034.00 per EDU effective October 5, 2016. The public hearing was then opened for public comments. There was no public present and no comments or questions were asked. Chairperson Kemp asked if members of the Board had any questions. There were none. Chairperson Kemp asked for a motion to approve RESOLUTION #39-2016 – To Amend the Connection Fee Rate. Ms. Leonard moved to amend the connection fee rate to \$3,034.00 effective October 5, 2016. Ms. Schnure seconded.

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

Chairperson Kemp declared Resolution #39-2016 approved.

Chairperson Kemp asked if there were any additions, corrections and for approval of the minutes of the Regular Meeting of September 6, 2016 and Special Meeting of September 13, 2016.

Mr. Allen moved to approve the minutes of the Regular Meeting of September 6, 2016.

Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

Chairperson Kemp asked for a motion approve the minutes of the Special Meeting of September 13, 2016. Ms. Leonard moved. Ms. Stilts seconded.

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

Chairperson Kemp declared the minutes of the Special Meeting of
September 16, 2016 approved.

RESOLUTION OF CLAIMS #38-2016 – Operating Fund - \$157,183.26.

The Board reviewed the bill list.

Mr. Allen moved. Ms. Stilts seconded.

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

Chairperson Kemp declared Resolution of Claims #38-2016 – Operating Fund -
\$157,183.26 approved.

ADMINISTRATION & OPERATIONS REPORT – Mr. Butler informed the Board that
his report was for closed session.

RESOLUTION #40-2016 – To Approve the Budget for 2017. Mrs. Scully told the Board
there was no increase in the operating budget from the previous budget and there is a
\$100,000.00 increase in the capital budget. Ms. Stilts moved to approve
the Budget for 2017. Ms. Leonard seconded.

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

Chairperson Kemp declared Resolution #40-2016 – To Approve the Budget for 2017 approved.

Mrs. Scully informed the Board that in their packets was her letter and paperwork with her retirement resignation. She asked for a motion to approve her retirement effective January 1, 2017. Ms. Leonard moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved and added that we will all miss her very much.

Mrs. Scully also informed the Board that copies of the revised Rate, Regulations, and Regulations regarding back billing was in their packets to be inserted in their regulations.

ENGINEER’S REPORT – None.

SOLICITOR’S REPORT – Ms. McElmoyl said her report was for closed session.

OLD BUSINESS – None.

NEW BUSINESS – None.

Chairperson Kemp asked for a motion to add RESOLUTION #41-2016 – To Close the Meeting to the Public to Discuss Possible Use of Public Funds and Attorney-Client Privilege. Ms. Stilts moved. Ms. Leonard seconded.

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

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

RESOLUTION # 41-2016 – To Close the Meeting to the Public to Discuss Possible

Use of Public Funds and Attorney-Client Privilege. Ms. Stilts moved.

Ms. Leonard seconded.

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

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

Ms. Stilts moved to open the meeting to the public. Ms. Schnure seconded.

AYES: All
NAYES: None

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

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD MEMBERS – No comments.

Chairperson Kemp asked for a motion to adjourn the meeting. Ms. Schnure moved.

Ms. Stilts seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting

at 7:25 P.M.

Cell No.

Robert L. Bailey