

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, OCTOBER 1, 2019 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, October 1, 2019, 6:30 P.M., at Pemberton Township, 500 Pemberton-Browns Mills Rd., Pemberton, New Jersey.

Pledge of Allegiance was recited.

A roll call was taken:

PRESENT:	Corrine Kemp	Chairperson
	Jason Allen	Vice-Chairperson
	Robert L. Bailey	Secretary
	Adrienne B. Leonard	Treasurer
	Donna Lefebvre	Assistant Secretary

ABSENT:	Kara C. Schnure	Alternate # 1
	Dan Hullings	Alternate # 2

ALSO PRESENT:	Jennifer Rivera	Administrator
	Bill Butler	Administrator
	John Gillespie	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 and Closed Meeting of September 3, 2019. Chairperson Kemp asked for a motion to approve the minutes. Mr. Bailey moved. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Lefebvre – yes
Mr. Allen – yes – Abstain from Closed
Ms. Leonard – yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

RESOLUTION OF CLAIMS #42-2019 – Operating Fund – \$178,455.41. The Board reviewed the list. Chairperson Kemp asked for a motion to approve Resolution of Claims #42-2019 – Operating Fund – \$178,455.41. Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes
Mr. Bailey – yes
Mr. Allen – yes (Abstain ck# 23835)
Ms. Lefebvre – yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

ADMINISTRATION & OPERATIONS REPORT – Mr. Butler noted that Alyssa Sechler, Lab Assistant at the Sewerage Treatment Plant has completed her 120-day probationary period and she is doing outstanding and recommends her for permanent employment. Mr. Allen advised Mr. Butler of a typo in the rice notice given to Ms. Sechler. It stated that she would be in a temporary supervisor position. Mr. Butler stated that it was a typo and he would clarify that with her. She would remain a lab technician.

Resolution # 43-2019 – To Award bid for Primary Digester Cleaning Project to Spectraserv, Inc. Mr. Chiaravallo stated that the MUA received one bid from Spectraserv, Inc. in the amount of \$539,750.00. He stated that the amount accounts for items that may need repair or replacement if any issue are found. If those items didn't need repair or replacement than the amount would be lower than the bid amount. In the past, the cover, paint, and cement were in good condition and the project mainly consisted of cleaning out the digester and removing the sludge from the site. He stated that the contract was sent to Mr. Gillespie's office for review. Mr. Gillespie stated that there are few contract items that have to be modified but the MUA can approve the resolution with the modifications to the contract. Mr. Allen asked if the current bid amount is similar to bids in the past. Mr. Chiaravallo stated that the current bid is slightly higher because it's been about 7 years since the last bid so with inflation, the amount would higher. He also mentioned that the bid is based on the tank being full of sludge which it's typically not. Mr. Chiaravallo stated that there are a lot of contingency items built in the bid in case they come across any issues when cleaning the tank. It is expected that the amount would be lower than the bid. Mr. Bailey asked how long it would take to complete the project. Mr. Chiaravallo said 75 days. Chairperson Kemp asked for a motion to approve Resolution #43–2019 – To Award the Contract for the Primary Digester Cleaning Project to Spectraserv, Inc. in the amount of \$539,750.00 with the contractual modifications. Mr. Bailey moved. Ms. Leonard seconded.

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

Chairperson Kemp declared the motion approved.

Ms. Rivera stated that the Township held Tax Sale on September 18th and everything went smooth. The office has moved forward with the 4th Quarter billing.

ENGINEER'S REPORT – Mr. Chiaravallo said he only had the Primary Digester Cleaning project bid to report.

SOLICITOR'S REPORT – None.

OLD BUSINESS – None.

NEW BUSINESS –None.

RECOGNITION OF VISITORS:

James Boland, Filbert Avenue: Mr. Boland asked if it was known a year ago that the MUA had a cash reserve if in fact they did have a cash reserve. Chairperson Kemp stated that yes; the MUA did have a cash reserve and that it is public information. The information is noted in the MUA audit reports, etc. Mr. Boland stated that at a Council meeting, it was mentioned that money had been moved from sewer funds to the general fund, in the amount of \$82,000.00. He asked if anyone from the MUA was aware of it at that time. Chairperson Kemp stated that the MUA was unaware at the time. Mr. Boland asked Mr. Allen if he was aware of the transfer at that time. Mr. Allen stated that he believes that the question was posed at a council meeting; he stated that he didn't attend the last council meeting, so he is unaware if that question was answered. He advised Mr. Boland to send a follow-up email to the Township Clerk for a response. He stated that personally it was many years ago and he can't remember that far back.

COMMENTS FROM THE BOARD MEMBERS – Mr. Bailey stated he is concerned about the dissolution of the MUA and how it will work. Chairperson Kemp stated that tomorrow is the big day, so we'll have to see how it goes. Ms. Lefebvre stated that she thought it was odd that the Mayor is already having conversations about the possibility of helping with Helen Fort Middle School's sewer issues. She stated that this talk has been going on for roughly about a year. She stated that she is disappointed. Chairperson Kemp stated that it is nothing against the schools. She stated that she loves the school and children but the MUA doesn't just run lines if it doesn't make sense and is not feasible. She said she does believe that Township will succeed with the dissolution. Mr. Allen read a statement he wrote, "With regard to the outcome of the potential dissolution of the PTMUA, whatever the final result may be, I want to mention that serving on this Board has not only been a great experience but it has also been an absolute pleasure. The hard work, dedication, and commitment displayed by board members, employees, and business professionals, both past and present, can be described as nothing short of remarkable. It takes a tremendous amount of knowledge and commitment to run an operation, and I believe that anyone that has ever contributed to any form of organizational success knows and understands this, to include all of those present. I've

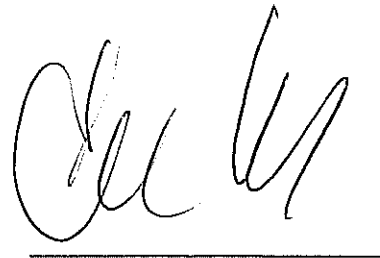
served on this Board since 2015 and I thank you all for allowing me to contribute to just a tiny fraction of the PTMUA's success and I also thank those that have contributed over the last several decades."

Chairperson Kemp asked for a motion to adjourn the meeting.

Mr. Allen moved. Mr. Bailey seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 6:50 P.M.



Robert L. Bailey