

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY NOVEMBER 1, 2016 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, November 1, 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
Robert L. Bailey	Secretary
Adrienne B. Leonard	Treasurer
Kara C. Schnure	Alternate #1

ABSENT: Tonya Stilts	Board Member
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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.

Chairperson Kemp asked if there were any additions, corrections and for approval of the minutes of the Public Hearing and Regular Meeting of October 4, 2016.

Ms. Leonard moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

Ms. Leonard moved to approve the minutes of the Closed Meeting of October 4, 2016.

Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

Chairperson Kemp asked for a motion to approve the minutes of the Special Meeting of the October 20, 2016 meeting. Mr. Allen moved. Ms. Leonard seconded.

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

Chairperson Kemp declared the minutes approved.

RESOLUTION OF CLAIMS #44-2016 – Operating Fund - \$441,189.97.

The Board reviewed the bill list.

Mr. Allen moved. Mr. Bailey seconded.

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

Chairperson Kemp declared Resolution of Claims #44-2016 – Operating Fund - \$441,189.97 approved.

ADMINISTRATION & OPERATIONS REPORT – Mr. Butler informed the Board that he had to release a probationary employee on October 7, 2016.

He told the Board he had reviewed the request to lower the units for the firehouse on Trenton Road from 2 units to 1 unit. He said it is no longer a banquet facility so he recommends we reduce the unit. The Board concurred. All in favor.

Mr. Butler also asked the liaison Mr. Allen for the Board to have the township notify the authority when the roads are being re-surfaced or reconstructed so we can televise and repair or replace any sewer mains that are needed. Mr. Allen suggested Mr. Butler contact the Township directly.

Mrs. Scully asked the Board for authorization to approve the Longevity Payments for 2016. Ms. Leonard moved. Ms. Schnure seconded.

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

Chairperson Kemp declared the motion approved.

She asked for authorization to advertise for RFP/RFQ's for the Auditor, the Engineer and the Solicitor. Mr. Allen moved. Mr. Bailey seconded.

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

Chairperson Kemp declared the motion approved.

Mrs. Scully also informed the Board they would be meeting with Ms. McElmoyl to update the policy manual with the new teamsters contract.

ENGINEER'S REPORT – None.

SOLICITOR'S REPORT – None.

OLD BUSINESS – None.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD MEMBERS – No comments.

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

Mr. Bailey seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and adjourned the meeting at 6:44 P.M.

Adrienne Leonard

C. Kemp