

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REGULAR MEETING

OF

TUESDAY, NOVEMBER 13, 2012 MINUTES

A Regular Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, November 13, 2012, 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: Sherry L. Scull	Chairperson
Robert L. Bailey	Vice-Chairperson
Corine Kemp	Secretary
Adrienne B. Leonard	Treasurer
Kara C. Schnure	Alternate (Asst. Sec)

ABSENT: Elmer D'Imperio	Board Member
James L. Pickett	Alternate

ALSO PRESENT: Charles Vester	Administrator
Gina Scully	Administrator
Bud Doyle	Systems Advisor
Brian M. Guest	Solicitor
Keith Chiaravallo	Engineer

Chairperson Scull 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 Scull 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."

Mrs. Scully told the Board we had not heard from Mr. Pickett or received any correspondence. Mr. Guest said he could be removed for missing several consecutive meetings by statute. He said he would review the statute.

Chairperson Scull asked for any additions, corrections, etc. and for approval of the minutes of the Regular Meeting of October 2, 2012 and Closed Meeting of October 2, 2012. Ms. Leonard moved. Mr. Bailey seconded.

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

Chairperson Scull declared the minutes of the Regular Meeting of October 2, 2012 and the Closed Meeting of October 2, 2012 approved.

RESOLUTION OF CLAIMS #41-2012 – OPERATING FUND - \$468,320.85.

Ms. Kemp moved. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution of Claims #41-2012 – Operating Fund – \$468,320.85 approved.

ADMINISTRATION & OPERATIONS REPORT – RESOLUTION #38-2012 – To Memorialize Award of Hydrated Lime to Univar, Incorporated \$308.00/ton. Ms. Kemp moved. Ms. Schnure seconded.

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

Chairperson Scull declared Resolution #38-2012 – To Memorialize Award of Hydrated Lime approved.

RESOLUTION #39-2012 – To Memorialize Award of Liquid Aluminum Sulfate to Usalco, Incorporated \$258.73/ton. Ms. Kemp moved. Mr. Bailey seconded.

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

Chairperson Scull declared Resolution #39-2012 – To Memorialize Award of Liquid Aluminum Sulfate approved.

Mrs. Scully asked the Board for approval of Longevity for 2012. The total is \$31,054.59.

Ms. Leonard moved. Ms. Kemp seconded.

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

Chairperson Scull declared the motion approved.

Mrs. Scully asked the Board for authorization to advertize for RFP/RFQ's for Auditor, Engineer and Solicitor. Mr. Bailey moved. Ms. Leonard seconded.

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

Chairperson Scull declared the motion approved.

Mrs. Scully asked for authorization to advertise for the connection fee hearing at the December 4, 2012 meeting. Ms. Kemp moved. Ms. Schnure seconded.

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

Chairperson Scull declared the motion approved.

Mr. Vester updated the Board on how the hurricane affected the authority. He said we lost power for five days. He said the men worked around the clock. He added that we are submitting the overtime and fuel costs for the generators to the insurance company.

He told the Board two of our generators were damaged. He said we are going to purchase a small generator for the future to help in these type of emergencies.

He said the small generator could be used as a backup.

Mr. Vester said he and Mr. Chiaravallo are working to meet with the

DEP to discuss the amount of sludge we can apply on the land application site.

Mr. Vester told the Board he was recommending Kara Weekly the plant secretary be made a permanent employee and effective with the first payroll in January 2013 be increased to of \$11.49 per hour. He said Kara is working to also learn the lab duties and is attending evening school to get her certificate to become a lab technician. Mrs.

Scully added that Kara has opted out of our health insurance. Our opt out reimburses \$500.00. She asked the Board for authorization to pay the \$500.00 even though she

had not been with the authority a full year. Ms. Leonard moved to approve Kara Weekly

as a permanent employee at an increase in her wage to \$11.49 per hour effective the first payroll January 2013 and to reimburse \$500.00 for the opt out of insurance. Ms. Kemp seconded.

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

Chairperson Scull declared the motion approved.

ENGINEER'S REPORT – Mr. Chiaravallo said he was trying to arrange a meeting with the Department of Environmental Protection regarding the sludge applied at the farm. He also told the Board they are working on the paperwork to finalize the Lakehurst Road Project Bid that was awarded to D & D Trenchless Technologies. Mr. Chiaravallo told the Board they reviewed the Wastewater Management Plan. He said their review and comments were discussed with Mr. Vester and Pemberton Township. The comments regarding the limits were submitted to the county.

He also told the Board they are preparing the specifications for the Electrical and Mechanical Maintenance and Repair bid. He said the engineering cost would not exceed \$4,661.00 and asked for authorization to go to bid. Ms. Kemp moved. Ms. Leonard seconded.

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

Chairperson Scull declared the motion approved.

SOLICITOR'S REPORT – RESOLUTION #40-2012 – To Extend the Employment Agreements. Ms. Leonard moved to extend the contracts for five years with Mr. Vester and Mrs. Scully. Mr. Bailey seconded.

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

Chairperson Scull declared the motion approved.

Mr. Guest also told the Board he still waiting for the Department of Environmental Protection to respond on the copper limits.

OLD BUSINESS – Ms. Kemp asked about the date of the January meeting and did not think she would be able to attend.

NEW BUSINESS – None.

RECOGNITION OF VISITORS – None.

COMMENTS FROM THE BOARD MEMBERS – Mr. Bailey said he saw the men working at 2:00 A.M. through the night during the storm. Chairperson Scull thanked everyone that worked through the storm.

Ms. Kemp moved to adjourn the meeting. Ms. Leonard seconded.

AYES: All

NAYES: None

Chairperson Scull declared the motion approved and adjourned the meeting at 7:05 P.M.

Sherry Scull

Ms. Kemp