

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REORGANIZATION MEETING

OF

TUESDAY, FEBRUARY 2, 2016 MINUTES

A Reorganization Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, February 2, 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:	Jason Allen	Board Member
	Robert L. Bailey	Board Member
	Elmer D'Imperio	Board Member
	Corine Kemp	Board Member
	Adrienne B. Leonard	Board Member
	Kara C. Schnure	Alternate
	Owen Martindale	Alternate

ALSO PRESENT:	Charles W. Vester, Jr.	Administrator
	Gina Scully	Administrator
	Jennifer Rivera	Administrator
	Bud Doyle	Systems Advisor
	Liz Garcia	Parker McCay
	Katelyn McElmoyl	Parker McCay
	Keith Chiaravallo	CME Associates
	Brent Lee	John J. Maley, Jr.

Mrs. Scully 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."

Mrs. Scully 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 asked for nominations for the Chairperson. Mr. Bailey moved to nominate Corine Kemp. Mr. Allen seconded. There were no other nominations.

ROLL CALL: Mr. Bailey – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Ms. Leonard – yes
Chairperson Kemp - yes

Corine Kemp was named Chairperson.

Nominations were asked for Vice Chairperson. Mrs. Leonard nominated

Jason Allen. Mr. Bailey seconded. There were no other nominations.

ROLL CALL: Ms. Leonard – yes
Mr. Bailey – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Chairperson Kemp - yes

Jason Allen was named Vice Chairperson.

Nominations were asked for Secretary. Mr. Allen nominated

Robert L. Bailey. Ms. Leonard seconded. There were no other nominations.

ROLL CALL: Mr. Allen – yes
Ms. Leonard – yes
Mr. Bailey – yes
Mr. D’Imperio – yes
Chairperson Kemp - yes

Robert L. Bailey was named Secretary.

Nominations were asked for Treasurer. Mr. Allen nominated

Adrienne B. Leonard as Treasurer. Mr. D’Imperio seconded. There were no other nominations.

ROLL CALL: Mr. Allen – yes
Mr. D’Imperio – yes
Mr. Bailey – yes
Ms. Leonard – yes
Chairperson Kemp - yes

Adrienne B. Leonard was named Treasurer.

Nominations were asked for Assistant Secretary. Mr. Allen nominated Elmer D'Imperio.

Ms. Leonard seconded. There were no other nominations.

ROLL CALL: Mr. Allen – yes
Ms. Leonard – yes
Mr. Bailey – yes
Mr. D'Imperio – yes
Chairperson Kemp - yes

Elmer D'Imperio was named Assistant Secretary.

RESOLUTION #03-2016 – Designation of Officials – Mr. Bailey moved. Mr. Allen seconded.

ROLL CALL: Mr. Bailey – yes
Mr. Allen – yes
Mr. D'Imperio – yes
Ms. Leonard – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #03-2016 – Designation of Officials approved.

Chairperson Kemp asked for any additions, corrections and for approval of the minutes of the Regular Meeting of December 8, 2015 and Amended Closed Meeting of December 8, 2015. Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes
Mr. Bailey – yes
Mr. Allen – yes
Mr. D'Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared the minutes of the Regular Meeting of December 8, 2015 and Amended Closed Meeting of December 8, 2015 approved.

Chairperson Kemp asked for approval of the minutes of the Regular Meeting of January 5, 2016 and Closed Meeting of January 5, 2016. Mr. Allen moved. Ms. Leonard seconded.

ROLL CALL: Mr. Allen – yes
Ms. Leonard – yes
Mr. Bailey – yes
Mr. D’Imperio – yes
Chairperson Kemp - yes

RESOLUTION OF CLAIMS #15-2016 – Operating Fund - \$223,488.22. The Board reviewed the bill list.

Mr. Allen moved. Mr. D’Imperio seconded.

ROLL CALL: Mr. Allen – yes
Mr. D’Imperio – yes
Mr. Bailey – yes
Ms. Leonard – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution of Claims #15-2016 – Operating Fund - \$223,488.22 approved.

Chairperson Kemp informed the Board that RESOLUTION #04-2016 – Holidays for 2016; #05-2016 –Designation of Depository; #06-2016 – Annual Meeting Schedule; #07-2016 – Authorization of Investments; #08-2016 – Designation of Newspapers for 2016; #09–2016 – Authorization of Signatures; #13-2016– Appointing Consultant for Insurance are consent agenda and will be enacted by one motion. Mrs. Scully asked the Board to decide on the meeting date in June because the first Tuesday in June, 2016 is election day. The Board decided on June 8, 2016.

Mr. Bailey moved. Mr. Allen seconded to approve the consent agenda.

ROLL CALL: Mr. Bailey – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Ms. Leonard – yes
Chairperson Kemp – yes

Chairperson Kemp declared the consent agenda approved – Resolution #04-2016 – Holidays for 2016; #05-2016 – Designation of Depository; #06-2016 – Annual Meeting Schedule; #07-2016 – Authorization of Investments; #08-2016 – Designation of Newspapers for 2016; 09-2016 – Authorization of Signatures & 13-2016 – Appointing Consultant for Insurance approved.

RESOLUTION #10-2016 – Appointing the Auditor for 2016. Mr. Allen moved to appoint Brent Lee, representative of John J. Maley, Jr. as auditor. Ms. Leonard seconded.

ROLL CALL: Mr. Allen – yes
Ms. Leonard – yes
Mr. Bailey – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #10-2016 approved naming Brent Lee, representative of John J. Maley, Jr. as the auditor.

RESOLUTION #11-2016 – Appointing the Solicitor for 2016. Mr. Bailey moved to appoint Elizabeth Garcia and Katelyn McElmoyl of Parker McCay as Solicitors. Mr. Allen seconded.

ROLL CALL: Mr. Bailey - yes
Mr. Allen – yes
Mr. D’Imperio - yes
Ms. Leonard – yes
Mr. - yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #11-2016 approved naming Elizabeth Garcia and Katelyn McElmoyl of Parker McCay as Solicitors.

RESOLUTION #12-2016 – Appointing the Engineer for 2016. Mr. Bailey moved to name Michael McClelland and Keith Chiaravallo of CME Associates as the Engineer. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Leonard – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #12-2016 approved appointing Michael McClelland and Keith Chiaravallo of CME Associates as Engineer.

ADMINISTRATION & OPERATIONS REPORT – RESOLUTION #14-2016 – To Authorize Signatures on Checks to Be Paid On Accounts Under the BPU Jurisdiction. Ms. McElmoyl explained to the Board that companies regulated by BPU no longer as of March 11, 2016 need to fill out vouchers for payment and they can be paid on receipt. They will appear on the bill list but most of the time after payment has been processed. Ms. Leonard moved. Mr. Allen seconded.

ROLL CALL: Ms. Leonard – yes
Mr. Allen – yes
Mr. Bailey – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared Resolution #14-2016 approved.

Chairperson Kemp asked for approval from the Board for the certifications of retirement for Robert Goldstrom and Charles W. Vester, Jr. Mr. Bailey moved. Ms. Leonard seconded.

ROLL CALL: Mr. Bailey – yes
Ms. Leonard – yes
Mr. Allen – yes
Mr. D’Imperio – yes
Chairperson Kemp – yes

Chairperson Kemp declared the motion approved.

Mrs. Scully told the Board they have been busy preparing for the Reorganization. She told the

Board that she, Mr. Vester, Ms. Rivera and Ms. Leonard had interviewed several law firms before the meeting. She also said they are working on the end of the year and changing to a newer version of Quick books. Mrs. Scully told the Board the tax sale is being held in April and they are preparing for the sale.

Mr. Vester informed the Board there was a narrative of the plant operations for 2015 in their packets. Ms. Leonard commended the report and also commended the plant receptionist that put it together. She said it is quite an undertaking. Chairperson Kemp said she saw that we do a lot of plunging for our customers. Mr. Vester replied that we have always done that as a courtesy and many other entities do not.

ENGINEER'S REPORT – Mr. Chiaravallo thanked the Board for their reappointment. He said they were on site during the Hanover Street project.

SOLICITOR'S REPORT – Ms. Garcia said she received a counter proposal from the union yesterday afternoon. She asked that a closed session be added to the agenda for the contract negotiations.

OLD BUSINESS – Chairperson Kemp informed the Board that she has asked Mrs. Scully to stay a few more months to at least go through to the end of the audit.

NEW BUSINESS – Chairperson Kemp told the Board Mr. Vester has asked to meet with a couple members of the Board and Victor Anderson to discuss suggestions on how to move the Authority forward in the future. Chairperson Kemp and Ms. Leonard agreed to meet with him.

Mrs. Scully read a card from Mr. Rich Gober praising the staff and stating the "if the residents of Pemberton only had an idea of what you do for everyone." He thanked the staff for their work.

Mr. Brent Lee thanked the Board for his reappointment.

Chairperson Kemp asked for a motion to add RESOLUTION #16-2016 – To Close the Meeting to the Public to Discuss Contract Negotiations. Mr. Allen moved. Ms. Leonard seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved.

RESOLUTION #16-2016 – To Close the Meeting to the Public to Discuss Contract Negotiations. Ms. Garcia added that no action will be taken after the closed session. Mr. Allen moved. Mr. Bailey seconded.

AYES: All
NAYES: None

Chairperson Kemp declared the motion approved and closed the meeting to the public. Mr. Allen moved to open the meeting to the public. Mr. Bailey 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 – Mr. Bailey thanked Mr. Vester for the operations report. Ms. Leonard thanked everyone for their work and appointments. She said she looked forward to another good year. Mr. Martindale said it was refreshing to work with such a well equipped team. He said it was an honor to work with everyone. He wished Mr. Vester good luck in his retirement and thanked him for his service. He thanked Mrs. Scully for agreeing to stay on for a while. He knows

she treats her job with passion.

Chairperson Kemp told Mr. Martindale we will miss you and she wished him Good Luck.

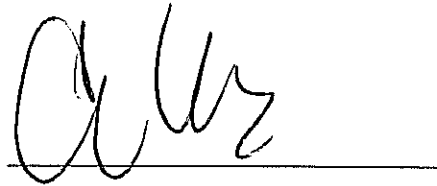
Chairperson Kemp asked for a motion to adjourn the meeting. Mr. Allen moved.

Mr. Bailey seconded.

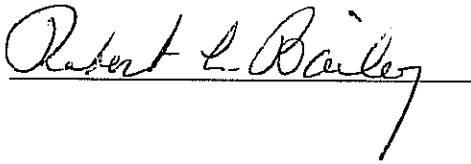
AYES: All

NAYES: None

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



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