

PEMBERTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

REORGANIZATION MEETING

OF

TUESDAY, FEBRUARY 5, 2013 MINUTES

A Reorganization Meeting of the Pemberton Township Municipal Utilities Authority was held on Tuesday, February 5, 2013, 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:	Robert L. Bailey	Board Member (arrived 6:35 P.M.)
	Elmer D'Imperio	Board Member
	Corine Kemp	Board Member
	Adrienne B. Leonard	Board Member
	Sherry Scull	Board Member
	Kara C. Schnure	Alternate
	Owen Martindale	Alternate
ALSO PRESENT:	Charles W. Vester, Jr.	Administrator
	Gina Scully	Administrator
	Brian M. Guest	Parker McCay
	Keith Chiaravallo	CME Associates
	Brent Lee	John J. Maley, Jr.

Ms. 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."

Ms. 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."

Mr. Guest asked for nominations for the Chairperson. Ms. Leonard moved to nominate Sherry Scull. There were no other nominations.

ROLL CALL: Ms. Leonard -- yes  
Ms. Kemp -- yes  
Mr. D'Imperio --yes  
Ms. Schnure -- yes  
Ms. Scull - yes

Sherry L. Scull was named Chairperson.

Nominations were asked for Vice Chairperson. Ms. Kemp nominated Adrienne Leonard. Ms. Leonard declined the nomination. Ms. Kemp withdrew that nomination and nominated Robert Bailey for Vice Chairperson. There were no other nominations.

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

Robert Bailey was declared Vice Chairperson.

Nominations were asked for Secretary. Mr. D’Imperio nominated Corine Kemp. There were no other nominations.

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

Corine Kemp was declared Secretary.

Nominations were asked for Treasurer. Mr. D’Imperio nominated Adrienne B. Leonard as Treasurer. There were no other nominations.

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

Adrienne B. Leonard was declared Treasurer.

Nominations were asked for Assistant Secretary. Ms. Kemp nominated Elmer D’Imperio. There were no other nominations.

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

Elmer D’Imperio was named Assistant Secretary.

RESOLUTION #07-2013 – Designation of Officials – Mr. Bailey moved. Mr. D’Imperio seconded.

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

Chairperson Scull declared Resolution #07-2013 – Designation of Officials approved.

Chairperson Scull asked for any additions, corrections and for approval of the minutes of the Regular Meeting of January 8, 2013. Ms. Leonard moved. Mr. Bailey seconded.

ROLL CALL: Ms. Leonard – yes  
Ms. Bailey – yes  
Mr. D’Imperio – abstain (absent from meeting).  
Ms. Kemp – abstain (absent from meeting).  
Chairperson Scull – yes

Chairperson Scull declared the minutes of the Regular Meeting of January 8, 2013 approved.

RESOLUTION OF CLAIMS #15-2013 – Operating Fund - \$229,821.39. Mr. D’Imperio moved. Ms. Kemp seconded.

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

Chairperson Scull declared Resolution of Claims #15-2013 – Operating Fund - \$229,821.39 approved.

The Board asked when the Pemberton Woods pump station would be settled. Mr. Vester replied that there was a lot more that needed to be done before we would take over the station.

Any of the money paid to the engineers is paid by Pemberton Woods through escrow.

Chairperson Scull informed the Board that RESOLUTION #06 – 2013 - Appointing Consultant for Insurance; #08-2013 – Holidays for 2013; #09-2013 – Designation of Depository; #10-2013 – Annual Meeting Schedule; #11-2013 – Authorization of Investments; #12-2013 – Designation of Newspapers for 2013; #13–2013 – Authorization of Signatures are consent agenda and will be enacted by one motion. Ms. Kemp moved. Mr. D'Imperio seconded.

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

Chairperson Scull declared the consent agenda approved – Resolution #06-2013 – Appointing Consultant for Insurance; #08-2013 – Holidays for 2013; #09-2013 – Designation of Depository; #10-2013 –Annual Meeting Schedule; #11-2013 – Authorization of Investments; #12-2013 – Designation of Newspapers for 2013 & #12-2013 Authorization of Signatures.  
RESOLUTION #03-2013 – Appointing the Auditor for 2013. Mr. D'Imperio moved to appoint Brent Lee, representative of John J. Maley, Jr. as auditor. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution #03-2013 approved naming Brent Lee, representative of John J. Maley, Jr. as the auditor.

RESOLUTION #04-2013 – Appointing the Solicitor for 2013. Ms. Leonard moved to appoint Brian M. Guest as Solicitor. Mr. Bailey seconded.

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

Chairperson Scull declared Resolution #04-2013 approved naming Brian M. Guest of Parker McCay as Solicitor.

RESOLUTION #05-2013 – Appointing the Engineer for 2013. Mr. Bailey moved to name Michael McClelland of CME Associates as the Engineer. Ms. Leonard seconded.

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

Chairperson Scull declared Resolution #05-2013 approved appointing Michael McClelland of CME Associates as Engineer.

ADMINISTRATION & OPERATIONS REPORT – Mrs. Scully informed the Board the office is working on the end of the year and the tax sale. She also informed the Board that she and Mr. Vester met with Frank Van Gelder to go over the financial posture for year end 2012. She said it appears we are in good shape and much of it is due to the rate increase last year.

Mr. Vester informed the Board that we received \$40,032.00 from the insurance company for the Hurricane Sandy damage. He said we are waiting to see if we receive any further compensation for the overtime and use of fuel. Mr. Vester told the Board we are trying to finalize the land application permit with DEP. He said DEP has been very cooperative. Chairperson Scull thanked Mrs. Scully and Mr. Vester for their dedication and leadership. She added that all of their work reflects how the authority operates and how our rates are not only reasonable but one of the lower rates for sewer service. Mrs. Scully added that Mr. Doyle also deserves credit. She told the Board that he is not at the meeting because he is in the hospital. Chairperson Scull added that Mr. Doyle is a valuable asset to the authority and how important it is to know the history of the organization that so many people do not know. Chairperson Scull added that we will keep Mr. Doyle in our prayers.

ENGINEER'S REPORT -- Mr. Chiaravallo thanked the Board for the reappointment and is looking forward to another year. He told the Board the Lakehurst Road project has begun. He also told the Board they are working on the Land Application permit. Also they are working on the specifications for the Electrical and Mechanical Maintenance Repairs and are coordinating with our insurance agent to revise the insurance specifications. Mr. Chiaravallo said they are also working on the specifications for the Emergency Portable Generator. Mr. D'Imperio asked what the estimated cost would be. Mr. Chiaravallo said the estimate is about \$40,000 to \$50,000.

SOLICITOR'S REPORT -- Mr. Guest thanked the Board for the reappointment and for their confidence in him.

OLD BUSINESS -- None.

NEW BUSINESS -- None.

RECOGNITION OF VISITORS – Mr. Brent Lee thanked the Board for his appointment.

He added that he is looking forward to working with everyone.

COMMENTS FROM THE BOARD MEMBERS – Ms. Schnure congratulated the professionals and new board member. Mr. Bailey also congratulated the professionals. Ms. Leonard congratulated everyone too and added that she is looking forward to another year. She also welcomed the new board member. Mr. D’Imperio had no comments. Ms. Kemp thanked the township council for her reappointment and said it was a pleasure to work with everyone and she is looking forward to another year. Mr. Martindale said he is looking forward to serving his community. Chairperson Scull thanked everyone for their dedication and congratulated the professionals and also said she looked forward to another year.

RESOLUTION # 14-2013 – To Close the Meeting to the Public to Discuss Personnel and Possible Litigation. Ms. Leonard moved. Ms. Kemp seconded.

AYES: All  
NAYES: None

Chairperson Scull declared Resolution #14-2013 approved and closed the meeting to the public.

Ms. Kemp moved to open the meeting to the public. Ms. Leonard seconded.

AYES: All  
NAYES: None

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

Chairperson Scull asked for a motion to add to the agenda to allow Mr. Vester to settle a personnel matter. Ms. Kemp moved. Mr. D’Imperio seconded.



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

Chairperson Scull declared the motion approved.

Ms. Leonard moved to approve the settlement as outlined by Mr. Vester. Ms. Kemp seconded.

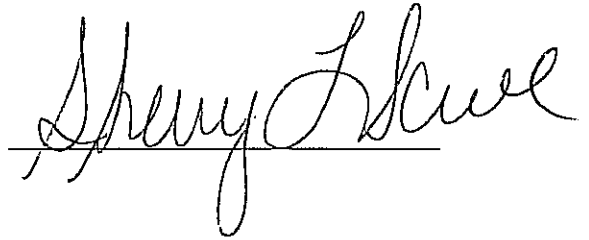
ROLL CALL: Ms. Leonard – yes  
Ms. Kemp – yes  
Mr. Bailey – yes  
Mr. D’Imperio – ye  
Chairperson Scull – yes

Chairperson Scull declared the motion approved.

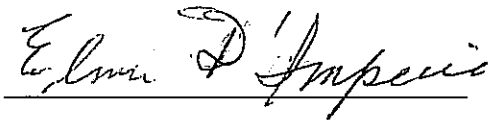
Ms. Kemp moved to adjourn the meeting.

AYES: All  
NAYES: None

Chairperson Scull declared the motion approved and adjourned the meeting at 7:15 P.M.



Sherry Scull



E. Louis D'Imperio