

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
APRIL 10, 2014**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday, April 10, 2014; at 6:00 PM. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jason Carty, Commissioner
Ms. Jacquelyn Perinchief, Commissioner
Mr. Robert Silcox, Vice Chairman
Mr. Jules Thiessen, Chairman

ALSO Joseph V. Rizzuto, Executive Director
PRESENT: Stephen J. Mushinski, Esq., Parker McCay, Solicitor
Jesse Debrosse, Esq., Long Marmero & Associates, LLP, Special Counsel
Keith Weisman, R.A. Alaimo Associates, Engineer
Tracey Giordano, Deputy Director of Finance Administration/Treasurer
Anthony Stagliano, Deputy Director for Regulatory Affairs & Qualified Purchasing Agent
Robert Maybury, Operations Manager
Debra E. Fortner, Secretary
Kevin P. Frenia, CPA, RMA, CFE, Holman Frenia Allison, P.C.

ABSENT: Mr. Jason Jones, Commissioner

VERIFICATION OF NOTICE

Executive Director Rizzuto verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on February 28, 2014 and the Courier Post on February 28, 2014. On Tuesday, April 8, 2014, advanced written notice of this meeting was posted on the Administrative Bulletin Board at the Township Building and advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE

Any contracts awarded tonight, and between now and the next meeting, the contractor, company or firm must comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127) N.J.A.C. 17:27.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ACTION ITEMS

There were no public comments on action items.

APPROVAL OF MINUTES

Commissioner Silcox moved for the approval of regular minutes of February 26, 2014. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

Public Notice for supply one (1) new 8" ABS XFP dry pit submersible pump model XFP 201J-CB2 series XFP PE4 or equivalent (to be acted on at the May 8, 2014 Board Meeting).

RESOLUTION 2014-33

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY HONORING JOHN R. EDWARDS

Commissioner Silcox read the Resolution in its entirety. He thanked Mr. Edwards for his thirty years of service to the Authority as a Board Member. Commissioner Perinchief and Chairman Thiessen offered a heartfelt thank you as well. Mr. Edwards thanked everyone for their cooperation and help during the time he served on the Authority's Board. He stated it has been an enjoyable thirty years.

Commissioner Carty moved for the approval of Resolution 2014-33. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-34

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY HONORING JERRY W. DANSER, SR.

Executive Director Rizzuto read the Resolution honoring Mr. Danser in its entirety. Mr. Danser stated he came to the Authority from the Army twenty six years ago; he started as a Maintenance Mechanic. Working for the Authority, he met a lot of good people who turned bad times in his life to good times.

Commissioner Carty thanked Mr. Danser for his service to the Authority, and also, as a Veteran. Commissioner Silcox offered his thanks as well.

Commissioner Carty moved for the approval of Resolution 2014-34. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-39

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY ACCEPTING AND ACKNOWLEDGING THE 2013 AUDIT AND CORRECTIVE ACTION

Mr. Kevin Frenia of Holman Frenia Allison, P.C reported the Audit was well done. The financial records were excellent and Deputy Director of Finance and Administration Giordano and her staff were very cooperative. The Authority earned the best audit opinion possible. The financial position has remained relatively flat. The rates were raised last year allowing the Authority to fund projects and cover debt service so there was no movement in net position. Mr. Frenia recommended Commissioners, when reviewing the Authority's Audit, focus on the "Management Discussion & Analysis" portion. This section was put together by Authority Management and is very well done. The "Management Discussion & Analysis" is an overview of the Authority's finances and provides good explanation of the financials. Mr. Frenia reported the Mount Holly Municipal Utilities Authority is a job his staff fights for because it is always so well done. Commissioner Silcox commended Deputy Director of Finance and Administration Giordano and her staff on a job well done.

Commissioner Carty moved for the approval of Resolution 2014-39. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-35

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
ADOPTING POLICY GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS
BETWEEN AUTHORITY OFFICIALS DISCUSSING AUTHORITY BUSINESS**

Executive Director Rizzuto reported this policy remains unchanged from the draft previously presented to the Commissioners.

Commissioner Carty moved for the approval of Resolution 2014-35. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-36

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
RELEASING MAINTENANCE GUARANTEES**

Executive Director Rizzuto reported he and Secretary Fortner painstakingly went through old Maintenance bonds for construction projects the Authority was still in possession of. This resolution formally releases these Maintenance Guarantees which expire in two years are invalid at this point; some of these Maintenance bonds go back to the early 1980's.

Commissioner Carty moved for the approval of Resolution 2014-36. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-37

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
RELEASING PERFORMANCE GUARANTEES**

Executive Director Rizzuto stated these Performance Bond Guarantees are being released in conjunction with the same rationale as the previous Resolution.

Commissioner Silcox moved for the approval of Resolution 2014-37. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-38

A RESOLUTION APPROVING A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF PEMBERTON AND THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

Commissioner Silcox moved for the approval of Resolution 2014-38. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-40

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY APPROVING THE OPERATING EXPENSES FOR THE MONTH OF MARCH, 2014

Deputy Director of Finance and Administration Giordano explained the increase in expenses on this resolution is a result of not having a Board Meeting in March.

Commissioner Silcox moved for the approval of Resolution 2014-40. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-40A

A RESOLUTION APPROVING SEWER REFUND EXPENDITURES FOR THE MONTH OF MARCH, 2014

Commissioner Carty moved for the approval of Resolution 2014-40A. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-41

A RESOLUTION APPROVING ESCROW EXPENSES FOR THE MONTH OF MARCH, 2014

Commissioner Silcox moved for the approval of Resolution 2014-41. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-42

A RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF MARCH 2014 FROM THE IMPROVEMENT AND REPLACEMENT FUND

Commissioner Silcox moved for the approval of Resolution 2014-42. Commissioner Perinchief seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-43

A RESOLUTION APPROVING S-3 APPLICATION FOR APPROVAL OF SEWER CONSTRUCTION PLANS BETWEEN THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND ZHI Q CHEN FOR SANITARY SEWERAGE SERVICE FOR ICHIBAN GRILL SUPREME BUFFET, 1643 ROUTE 38, MT HOLLY, NJ 08060

Executive Director Rizzuto stated this property was previously occupied by the Lamberti's restaurant. Executive Director Rizzuto reported the Authority has done a nice job working with the Applicant in replacing an old, ineffective grease trap.

Commissioner Silcox moved for the approval of Resolution 2014-43. Commissioner Carty seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

RESOLUTION 2014-44

A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY APPROVING AGREEMENT WITH FERNSMOOR MT. HOLLY URBAN RENEWAL, LLC FOR THE DISCHARGE OF A FIFTEEN (15) FOOT AND A TWENTY (20) FOOT SANITARY SEWER EASEMENT AS NOTED ON "PRELIMINARY AND FINAL SUBDIVISION PLAT OF BLOCK 41.09, LOT 105; BLOCK 41.10, LOTS 4.01 AND 4.02" FILED IN THE BURLINGTON COUNTY CLERK'S OFFICE AS DOCUMENT # 49826993

Commissioner Carty moved for the approval of Resolution 2014-44. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

COMMUNICATIONS

There were no communications.

MATTERS TO BE PRESENTED BY THE PUBLIC

There were no matters to be presented by the public.

REPORT OF THE EXECUTIVE DIRECTOR

The Report of the Executive Director was received.

Executive Director Rizzuto reported Hainesport Township will send out letters on Monday to property owners in the Hainesport Project who have not connected to public sewer yet, which entails

more than sixty homes. Since this is a Hainesport Township issue, questions received in regards to these letters will be referred back to the Township.

Executive Director Rizzuto reported Pennoni Associates have exceeded their previous budget, therefore they are requesting additional funds to complete the Rancocas Road UST project. The change order is for additional work performed by the License Site Remediation Professional as well as for properly sealing and abandoning a monitoring well that was installed in 1991. The change order request is in the amount of \$10,130.00.

RESOLUTION 2014-45

**A RESOLUTION OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY
APPROVING CHANGE ORDER TO CONTRACT WITH PENNONI ASSOCIATES FOR
LICENSED SITE REMEDIATION PROFESSIONAL SERVICES**

Commissioner Carty moved for the approval of Resolution 2014-45. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,

NAYS: None

ABSTAIN: Chairman Thiessen

Executive Director Rizzuto reported Alaimo Associates is requesting additional funds for engineering services previously approved by Resolution 2013-39 for the Generator C Contract. Executive Director Rizzuto stated he has reviewed the request. A lot of the work was done internally by Authority Staff and Alaimo Associates has put forth additional effort. Commissioner Silcox asked Executive Director Rizzuto if he agreed with the request or does the Authority need to renegotiate the request for additional funds. Commissioner Carty motioned to table the item. Commissioner Silcox seconded the motion.

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Edwards

NAYS: None

ABSTAIN: None

REPORT OF THE ENGINEER

The Report of the Engineer was received.

REPORT OF THE DEPUTY DIRECTOR FOR PLANT OPERATIONS

The Report of the Deputy Director of Plant Operations was received.

**REPORT OF THE DEPUTY DIRECTOR FOR
REGULATORY AFFAIRS AND QUALIFIED PURCHASING AGENT**

The Report of the Deputy Director for Regulatory Affairs and Qualified Purchasing Agent was received. Deputy Director for Regulatory Affairs and Qualified Purchasing Agent Stagliano pointed out there are several slip and falls by employees notated on his report.

REPORT OF THE SOLICITOR

There was nothing further for Solicitor to report.

**REPORT OF THE DEPUTY DIRECTOR OF
FINANCE AND ADMINISTRATION/BOARD TREASURER**

The Report of the Deputy Director of Finance and Administration/Board Treasurer was received.

OTHER NEW BUSINESS

MATTERS TO BE PRESENTED BY THE COMMISSIONERS

Commissioner Carty thanked Executive Director Rizzuto for agreeing to allow the local Little League to utilize the Authorities facilities for picture taking. Executive Director Rizzuto will be in attendance to open up the building.

ADJOURNMENT

Commissioner Silcox moved for adjournment. Commissioner Carty seconded the motion.
At the call of the roll, the vote was:

AYES: Commissioner Carty, Commissioner Perinchief, Commissioner Silcox,
Chairman Thiessen

NAYS: None

ABSTAIN: None

Chairman Thiessen adjourned the meeting at 6:50 P.M.

Respectfully submitted,

Debra E. Fortner