

**Mount Holly Municipal Utilities Authority
Regular Meeting Minutes
October 12, 2017**

The regular meeting of the Mount Holly Municipal Utilities Authority was held at 37 Washington Street on Thursday October 12, 2017; at 6:00 P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman
Mr. Robert Silcox, Vice Chairman
Mr. Jason Jones, Commissioner
Mr. Christopher Banks, Commissioner
Ms. Gina LaPlaca, Commissioner
Mr. Robert G. Maybury, Executive Director
Mr. Tom Coleman, Raymond Coleman Heinold, LLP
Ms. Carol Berlin, Rainine Coughlin Minchello, LLC; Special Counsel
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer
Mr. Joel Hervey, Operations Superintendent
Mr. Anthony Stagliano, Safety Director & Special Projects
Mr. Michael B. Dehoff, Finance Administrator/Treasurer
Mrs. Brandy C. Boyington, Board Secretary

ABSENT: Mr. Armando Riccio, Labor/Employment Counsel

Verification of Notice

Executive Director Maybury 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 15, 2017 and the Courier Post on February 15, 2017. On Tuesday October 10, 2017, 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."

Pledge of Allegiance 

Reappointment of Commissioner Silcox

****The board went into Executive Session at 6:03 P.M. and returned to public session 6:37 PM**
(Resolution 2017-91)

Public Comments on Action Items

Luis Lopez 98 Levis Drive, Mt. Holly, N.J. 08060

Mr. Lopez asked for clarity on the public notice for contract 2017-16. Chairman Thiessen informed Mr. Lopez that the public notice was given so the Authority can receive bids for a vendor to supply Aqueous Sodium Hypochlorite Solution. The bids will be opened on October 18th at 10:00am at 37 Washington Street, Mt. Holly, NJ 08060.

Approval of Minutes

Commissioner Jones moved for the approval of Regular Meeting Minutes and Executive Session Minutes of September 14, 2017. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Jones, Commissioner Banks,
Nays:
Abstain: Commissioner Silcox, Commissioner LaPlaca
Absent:

New Business

Public Notice is hereby given that sealed bids will be received by The Mount Holly Municipal Utilities Authority at office at 1 Park Drive, Mount Holly, New Jersey 08060 on: Wednesday October 18, 2017; 10:00 am prevailing time for contract 2017-16 supply and delivery of Aqueous Sodium Hypochlorite Solution.

Resolution 2017-92- A resolution of the Mount Holly Municipal Utilities Authority approving the three-year renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund. Executive Director Maybury stated this is a renewal that is required every three years and the Authority's current agreement with the JIF expires December 31, 2017 and this renewal will take us through December 2020.

Commissioner LaPlaca moved for the approval of resolution 2017-92. Commissioner Silcox seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Jones, Commissioner Banks, Commissioner Silcox, Commissioner LaPlaca

Nays:

Abstain:

Absent:

Resolution 2017-93 A resolution of the Mount Holly Municipal Utilities Authority approving the S-1NR application for the Lumberton Township New Public Safety Building. Executive Director Maybury explained that Lumberton Township has proposed to build a new Public Safety Building on Municipal Drive, across the street from the Municipal building. Executive Director Maybury stated this application allows them to proceed with the sewer connection. Chairman Thiessen asked if the application and all documents were in order to move forward. Executive Director Maybury confirmed that he has communicated with Lumberton Townships Engineer on this project for concerns on behalf of the Authority. Commissioner Silcox moved for the approval of resolution 2017-93. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Jones, Commissioner Banks, Commissioner Silcox, Commissioner LaPlaca

Nays:

Abstain:

Absent:

Resolution 2017-94 A resolution of the Mount Holly Municipal Utilities Authority approving the bond reduction for Waverly Point from \$236,668.50 (original estimate November 29, 2016) to \$71,005.55. Chairman Thiessen stated he assumes the Authority's engineer approves of this reduction. Mr. Skibicki stated based on the completion of most of the items on the punch list they approve the release. Director Maybury explained Waverly Point is a 25-home project located at the intersection of Municipal Drive and Eayrestown Road. Commissioner Silcox moved for the approval of resolution 2017-94. Commissioner LaPlaca seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Jones, Commissioner Banks, Commissioner Silcox, Commissioner LaPlaca

Nays:

Abstain:

Absent:

CONSENT AGENDA:

"All items listed with an asterisk (*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence."

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| *Resolution 2017-87 | A resolution approving the operating expenses for the month of September 2017. |
| *Resolution 2017-88 | A resolution approving the sewer refunds for the month of September 2017. |
| *Resolution 2017-89 | A resolution approving the expenditures for the month of September 2017 from the escrow fund. |
| *Resolution 2017-90 | A resolution approving the expenditures for the month of September 2017 from the improvement replacement fund. |

Commissioner Jones moved for the approval of the consent agenda. Commissioner Silcox seconded the motion. At the call of the roll, the vote was:

Ayes: Chairman Thiessen, Commissioner Silcox, Commissioner Jones, Commissioner Banks, Commissioner LaPlaca

Nays:

Abstain:

Absent:

Communications

Kevin D. Sheehan, of Parker McCay P.A.

Mr. Sheehan attended and spoke at the meeting on behalf of Lennar Development. Mr. Sheehan requested an allowance be permitted towards future connection fees due to a contribution request from the Authority for the Garden Street pump station replacement. No decision was made. A committee will meet to further discuss with Lennar development. (The committee consists of Mr. Kevin Sheelan, Parker McCay, Mr. Tom Coleman, Raymond Coleman Heinold, LLP, Commissioner Silcox, Mr. Dave Skibicki, R. A. Alaimo Associates, Authority's Engineer, Mr. Mitchell Newman, Sr. Vice President of Venture Operations and Robert G. Maybury, Executive Director)

Matters to be presented by the Public

Luis Lopez 98 Levis Drive, Mt. Holly, N.J. 08060

Mr. Lopez asked what the status was of the proposed Starbucks, what the capacity of the Authority facility is, if Commissioner LaPlaca is related to Jason Carty, and about paperless billing. Chairman Thiessen informed Mr. Lopez that it is up to the developers of the proposed Starbucks to start construction. Executive Director Maybury informed Mr. Lopez that the Authority's treatment facility is at about half of its rated flow capacity. Commissioner LaPlaca informed Mr. Lopez that she is not related to Mr. Carty. Chairman Thiessen explained to Mr. Lopez that the Authority is working towards paperless billing.

Report of the Executive Director

The report of the Executive Director was received. Executive Director Maybury informed the board that last Thursday the pre-construction meeting was held for the High Street project. Executive Director Maybury continued stating Alaimo rejected the submittals from the contractor and it appears the project may not be finished until the middle of or near the end of November. Mr. Skibicki stated the contractor has a completion date of November 17th, but based on the submittals, we don't think they can make that deadline. Chairman Thiessen stated that at some point we need to pull the plug, the road needs to be paved by the end of November or we put the project on hold. Executive Director Maybury informed the board that an Elected Officials tour of the Lumberton Treatment Facility is scheduled for October 26th.

Report of the Engineer

The Report of the Engineer was received. Mr. Skibicki informed the board that the specifications for the Monmouth Road project were delivered to the Authority today.

Report of the Operations Superintendent

The report of the Operations Superintendent was received. Mr. Hervey had nothing to add.

Report of the Safety Director and Special Projects

The Report of the Safety Director and Special Projects was received. Mr. Stagliano had nothing to add.

Report of the Solicitor

The Report of the Solicitor was received.

Report of the Finance Administrator/Board Treasurer

The Report of the Finance Administrator/Board Treasurer was received. Mr. Dehoff had nothing to add.

Other New Business

None

Matters to be presented by Commissioners

Nothing to add.

Adjournment

Commissioner Jones moved for adjournment. Commissioner LaPlaca seconded the motion. Chairman Thiessen adjourned the meeting at 7:15 P.M.

Respectfully submitted,

Brandy C. Boyington, Secretary