

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REORGANIZATION MEETING MINUTES
FEBRUARY 24, 2015-OPEN SESSION**

The Executive Director Joseph Weber opened the February 24, 2015, Reorganization meeting of the Logan Township Municipal Utilities Authority at 7:00 pm stating that the meeting is being conducted in accordance with the requirements of the Open Public Meetings Act, with notices of all regularly scheduled meeting dates and place of meetings from February 1, 2015 to January 31, 2016 published in the Gloucester County Times and the Courier Post and submitted to the Logan Township Clerk for posting in the municipal building.

Pledge of Allegiance and a moment of silence

Roll Call/Attendance:

The Executive Director-Joseph Weber requested a roll call, which revealed the following Members present: Russell Burke, Frank Servais, and Art Smith. Edward Hill was recorded as absent.

Other meeting attendees included: Kenneth DiMuzio-Solicitor, Timothy Bradley-Engineer, Christopher Whalen-Superintendent, Carly Schultz- Business Manager, and Donna Hughes-Administrative Assistant.

Mr. Weber asked for a motion to suspend the regular order of business to elect officers and to administer the Oath of Office to William Drew.

On motion by Mr. Burke, seconded by Mr. Servais, it was moved to suspend regular order of business to permit election of Officers and to administer the Oath of Office to William Drew.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 3-0-0

The LTMUA was presented with a Resolution, appointing Mr. William Drew to the LTMUA Board for a five-year term. Mr. DiMuzio read the Oath of Office, repeated by Mr. Drew. Upon completion of reading the Oath of Office, Mr. Drew was confirmed in his appointment to the LTMUA Board for a term of five years beginning February 1, 2015 through January 31, 2020.

Nominations for Board positions:

Mr. Weber requested a motion to open nominations for Chairperson.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 3-0-0

Mr. Burke nominated Mr. Servais as Chairperson.

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to appoint Mr. Frank Servais as the LTMUA Chairperson for the fiscal year February, 2015 through January 31, 2016. All were in favor of the vote except Mr. Servais who abstained. The board members and other attendees congratulated Mr. Servais.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, and Mr. Drew

Nay: None

Abstain: Mr. Servais

MOTION CARRIED: 3-0-1

The meeting was turned over to Mr. Servais by Mr. Weber.

Mr. Servais called for a motion to accept nominations for Vice-Chairperson. Mr. Burke nominated Mr. Edward Hill as Vice Chairperson. On motion by Mr. Burke, seconded by Mr. Smith, it was moved to appoint Edward Hill as the LTMUA Vice-Chairperson. All were in favor of the vote except Edward Hill who was absent.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Mr. Servais called for a motion to accept nominations for Secretary/Treasurer. Mr. Smith nominated Mr. Russell Burke as Secretary Treasurer. On motion by Mr. Smith, seconded by Mr. Servais, it was moved to appoint Russell Burke as the LTMUA Secretary/Treasurer. All were in favor of the vote except Russell Burke who abstained. The board members and other attendees congratulated Russell Burke.

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, and Mr. Servais

Nay: None

Abstain: Mr. Burke

MOTION CARRIED: 3-0-1

Committee Appointments:

Mr. Servais announced the Committee appointments for 2015. The following list was determined for each Committee.

Personnel Committee:

Edward Hill - Member

Art Smith – Member

Frank Servais – Ad Hoc Member

Finance & Budget Committee:

Edward Hill – Member
Russell Burke – Member
Frank Servais – Ad Hoc Member

**Construction & Future
Development Committee:**

Russell Burke – Member
William Drew – Member
Frank Servais – Ad Hoc Member

Policy Committee:

William Drew – Member
Art Smith - Member
Frank Servais – Ad Hoc Member

Solar Committee:

William Drew – Member
Art Smith – Member
Frank Servais – Ad Hoc Member

Mr. Servais called for a motion to resume regular order of business.

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to resume to the regular order of business.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

Approval of Minutes:

The minutes for January 29, 2015 were presented. There were no questions.

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to approve the minutes for January 29, 2015.

RECORDED VOTE: Aye: Mr. Burke, and Mr. Servais
Nay: None
Abstain: Mr. Smith, and Mr. Drew

MOTION CARRIED: 2-0-2

Payment of Bills:

The bills presented for payment of the February 24, 2015 Bill List were discussed.

On motion by Mr. Burke seconded by Mr. Smith, it was moved to approve the bill list for all authorized bills.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, and Mr. Servais
Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Engineer's Report:

Mr. Bradley reports:

Additional information from the applicant's engineer was reviewed regarding the F2 application for the Dunkin Donuts Plumbing Modifications Project located at 1703 Center Square Road. On February 16, 2015 prepared a letter to LTMUA recommending approval of F2 application.

On motion by Mr. Burke, seconded by Mr. Smith it was moved to approve the F2 application for the Dunkin Donuts Plumbing Modifications Project

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 4-0-0

Solicitor's Report:

Mr. DiMuzio wants the record to reflect Mr. Hill arrived at 7:22 p.m .and there will now be five votes on the resolutions.

Mr. DiMuzio presented the following Resolutions:

- Resolution 01-15: Appointing Solicitor

On motion by Mr. Burke, seconded by Mr. Hill it was moved to appoint Kenneth DiMuzio, Sr. as Solicitor for the Authority and authorizing an agreement for professional services.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 02-15: Establishing Date, Time & Location for Regular Meetings
- Resolution 03-15: Appointing Official Newspapers
- Resolution 04-15: Authorizing the Executive Director to act as the Authorized Representative
- Resolution 05-15: Establishing the agenda of the regular meetings
- Resolution 06-15: Establishing fees for copies of reports and documents
- Resolution 07-15: Appointing Depository and Operating Account Bank
- Resolution 08-15: Appointing Auditor
- Resolution 09-15: Appointing Trustee to invest in Investment Securities
- Resolution 10-15: Authorizing various purchases under state contract

- Resolution 11-15: Appointing Fulton Bank as its escrow agent
- Resolution 12-15: Authorizing the Executive Director & Business Manager to execute checks
- Resolution 13-15: Authorizing Board Members to execute checks
- Resolution 14-15: Establishing a Cash Management Plan
- Resolution 15-15: Authorizing participation in the NJ Cooperative Purchasing Program

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to approve Resolutions 2-15 to 15-15

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 16-15: Authorizing the purchase of 13 sewer units from K Hovnanian to the LTMUA

On motion by Mr. Burke, seconded by Mr. Hill it was moved to approve Resolution 16-15 authorizing the purchase of thirteen (13) sewer connection units from K. Hovnanian at Woolwich I, LLC for the sum of \$57,850

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 17-15: Authorizing the purchase of 27 sewer units from NJ American Water to the LTMUA

On motion by Mr. Burke, seconded by Mr. Hill, it was moved to approve the purchase of 27 sewer units from NJ American Water to the LTMUA

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 18-15: Authorizing NJ American Water to relocate 2 sewer units to the Birch Creek Facility

On motion by Mr. Burke, seconded by Mr. Smith it was moved to authorize NJ American Water to relocate 2 sewer units to the Birch Creek Facility

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 19-15: Authorizing the sale of 25 sewer units from the LTMUA to Chelten House

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to authorize the sale of twenty-five sewer connection units to Chelten House Products, Inc.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 20-15: Authorizing the sale of 12 sewer units from the LTMUA to Dr. Schar USA Inc.

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to authorize the sale of 12 sewer units from the LTMUA to Dr. Schar, USA Inc.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 21-15: Amending the Shared Services Agreement with Logan Township

On motion by Mr. Smith, seconded by Mr. Drew, it was moved to amend the Shared Services Agreement with Logan Township

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 22-15: Authorizing the sale of 3 sewer units from the LTMUA to Cocoa Services LLC

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to authorize the sale of 3 sewer units from the LTMUA to Cocoa Services, LLC

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 23-15: Authorizing a Closed Session

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to authorize a Closed Session

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 24-15: Amending 2015 Budget to include 5% of total operating appropriations to Logan Township

On motion by Mr. Hill, seconded by Mr. Burke, it was moved to amend 2015 Budget to include 5% of total operating appropriations to Logan Township

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

- Resolution 25-15: Appointing Bond Counsel

On motion by Mr. Hill, seconded by Mr. Burke, it was moved to appoint McManimon, Scotland & Baumann to the position of Bond Counsel

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill
Nay: None
Abstain: Frank Servais

MOTION CARRIED: 4-0-1

Executive Director Report:

Mr. Weber asks if there are any questions on his report. There are no questions.

Business Manager's Report:

Mrs. Schultz asks if there are any questions on her report. There are no questions.

Superintendent's Report:

Mr. Whalen reports:

The Operations Department continues to work hard on trying to optimize process control. The cold weather has presented some operational challenges.

Correspondence:

None

Personnel Committee Report:

None

Construction Committee Report:

None

Old Business:

None

New Business:

None

On motion by Mr. Hill, seconded by Mr. Burke, it was moved to open the meeting to the public.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Burke, seconded by Mr. Smith, it was moved to close the meeting to the public.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Burke, seconded by Mr. Smith it was moved at 7:40 p.m. to go into closed session

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Burke, seconded by Mr. Smith it was moved at 8:20 p.m. to go out of closed session

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Hill, seconded by Mr. Burke it was moved to authorize the Solicitor, and Engineer to continue contractual negotiations.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Hill, seconded by Mr. Burke, it was moved to adjourn the meeting at 8:21 p.m.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Drew, Mr. Hill, and Mr. Servais
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0

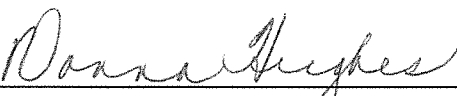


Frank Servais, Chairperson



Russell Burke, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative Recorder

