

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REORGANIZATION MEETING MINUTES
FEBRUARY 28, 2017-OPEN SESSION**

The Executive Director Joseph Weber opened the February 28, 2017, 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, 2017 to January 31, 2018 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, Edward Hill, Art Smith, William Drew and Brian Toliver.

Other meeting attendees included: Kenneth DiMuzio, Sr.-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 Art Smith.

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

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

MOTION CARRIED: 5-0-0

Nominations for Board positions:

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

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

MOTION CARRIED: 5-0-0

Mr. Smith nominated Mr. Burke as Chairperson.

On motion by Mr. Smith, seconded by Mr. Drew, it was moved to appoint Mr. Burke as the LTMUA Chairperson for the fiscal year February 1, 2017 through January 31, 2018. All were in

favor of the vote except Russell Burke who abstained. The board members and other attendees congratulated Mr. Burke.

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

MOTION CARRIED: 4-0-1

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

Mr. Burke called for a motion to accept nominations for Vice-Chairperson. Mr. Smith nominated Mr. Edward Hill as Vice Chairperson. On motion by Mr. Smith, seconded by Mr. Drew, it was moved to appoint Edward Hill as the LTMUA Vice-Chairperson. All were in favor of the vote except Edward Hill who abstained. The board members and other attendees congratulated Mr. Hill.

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

MOTION CARRIED: 4-0-1

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

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

MOTION CARRIED: 4-0-1

Committee Appointments:

Mr. Burke announced the Committee appointments for 2017. The following list was determined for each Committee.

Personnel Committee:

Brian Toliver - Member
Art Smith – Member
Russell Burke – Ad Hoc Member

Finance & Budget Committee:

Edward Hill – Member
William Drew – Member
Russell Burke – Ad Hoc Member

**Construction & Future
Development Committee:**

Art Smith – Member
William Drew – Member
Russell Burke – Ad Hoc Member

Policy Committee:

Brian Toliver – Member
Edward Hill - Member
Russell Burke – Ad Hoc Member

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

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

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, Mr. Hill and Mr. Burke
Nay: None
Abstain: None
MOTION CARRIED: 5-0-0

Approval of Minutes:

The minutes for the January 25, 2017 meeting were presented.
There were no questions.

On motion by Mr. Drew, seconded by Mr. Toliver it was moved to approve the minutes for January 25, 2017

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, Mr. Hill and Mr. Burke
Nay: None
Abstain: None
MOTION CARRIED: 5-0-0

Payment of Bills:

The bills presented for payment of the February 28, 2017 meeting were reviewed and discussed.

On motion by Mr. Hill, seconded by Mr. Drew it was moved to approve the February 28, 2017 bill list for all authorized bills.

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, Mr. Hill and Mr. Burke
Nay: None
Abstain: None
MOTION CARRIED: 5-0-0

Engineer's Report:

Mr. Bradley reports:

Received and reviewed the F2 applications and related materials for the DP Partners Building F project located at 2810 Oldmans Creek Road and for tenant Communication Test Design located at 400 Arlington Blvd. Prepared letters recommending conditional approval for the F2 applications for both projects. Received and reviewed the revised information for the on-site pumping station in connection with the previously approved F2 application for the DP Partners Building D project located at 405 Pedricktown Road. Prepared letter recommending conditional approval of the revised F2 application.

On motion by Mr. Drew seconded by Mr. Smith, it was moved to give conditional approval for the F2 application for projects located at 2810 Oldmans Creek Road, 400 Arlington Blvd., and 405 Pedricktown Road

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

MOTION CARRIED: 5-0-0

The Cathodic Protection Improvements Project – this project is on time and there are no change orders.

Solicitor's Report:

Mr. DiMuzio presented the following resolutions:

- Resolution 01-17: Appointing Solicitor
- Resolution 02-17: Establishing Date, Time & Location for Regular Meetings
- Resolution 03-17: Appointing Official Newspapers
- Resolution 04-17: Authorizing the Executive Director to act as the Authorized Representative
- Resolution 05-17: Establishing the agenda of the regular meetings
- Resolution 06-17: Establishing fees for copies of reports and documents
- Resolution 07-17: Appointing Depository and Operating Account Bank
- Resolution 08-17: Authorizing various purchases under state contract
- Resolution 09-17: Appointing Fulton Bank as its escrow agent
- Resolution 10-17: Authorizing the Executive Director & Business Manager to execute checks
- Resolution 11-17: Authorizing Board Members to execute checks
- Resolution 12-17: Establishing a Cash Management Plan
- Resolution 13-17: Authorizing participation in the NJ Cooperative Purchasing Program
- Resolution 14-17: Authorizing the transfer of 8 sewer units from Rayken Development to JPO Lexington Bldg. 11
- Resolution 15-17: Authorizing the transfer of 8 sewer units from Rayken Development to JPO Lexington Bldg. 14

- Resolution 16-17: Authorizing the transfer of (50) sewer units from DP Partners to Logan V F, LLC.

On motion by Mr. Smith seconded by Mr. Hill, it was moved to approve Resolutions 1-17 to 13-17

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

MOTION CARRIED: 5-0-0

- Resolution 14-17: Authorizing the transfer of 8 sewer units from Rayken Development, LLC. to JPO Lexington Bldg. 11
- Resolution 15-17: Authorizing the transfer of 8 sewer units from Rayken Development LLC. to JPO Lexington Bldg. 14

On motion by Mr. Smith seconded by Mr. Drew, it was moved to approve Resolutions 14-17 and 15-17 transferring 8 sewer units each from Rayken Development LLC. to JPO Lexington - Bldgs. 11 and 14

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

MOTION CARRIED: 5-0-0

- Resolution 16-17: Authorizing the transfer of (50) sewer units from DP Partners Logan I, LLC. to Logan V F, LLC. for use by XPO Logistics, tenant at 2810 Oldmans Creek Road

On motion by Mr. Smith, seconded by Mr. Drew, it was moved to approved Resolution 16-17 authorizing the transfer of (50) sewer units from DP Partners Logan I, LLC, to Logan V F, LLC for use by XPO Logistics, tenant at 2810 Oldmans Creek Road

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

MOTION CARRIED: 5-0-0

Executive Director's Report:

Mr. Weber asks if the Board has any questions on his report. The Board had no questions.

Mr. Weber reports:

The LTMUA New Lost Time Accident Free Record is now 18-Years.

The Board says this is phenomenal. This good works starts at the top. The Board asked to pass their congratulations on to the employees.

The Board was given a proposed Employee Incentive Raise plan for their review and are anticipating approval. The Board would like to see certain criteria added before this plan is approved.

Business Manager's Report:

Mrs. Schultz asks if there are any questions on her report. There were no questions. Mrs. Schultz reminds the Board that the Elected Officials Training will be held at the LTMUA before the Board meeting March 28, 2017 at 6 p.m.

Superintendent's Report:

Mr. Whalen reports:

The Operations Department continues to watch the plant closely. The plant is currently dealing with grease coming into the plant and are trying to find the source.

The two classes the Authority was to host had to be moved to the Logan Township Court room due to the amount of people registered for this training.

Correspondence:

None

Personnel Committee Report:

None

Committee Report:

None

Old Business:

None

New Business:

None

On motion by Mr. Drew, seconded by Mr. Smith, it was moved to open the meeting to the public.

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, Mr. Hill and Mr. Burke
Nay: None
Abstain: None
MOTION CARRIED: 5-0-0

A homeowner on High Hill Road addressed the LTMUA board regarding an incident that occurred in August, 2016 during a routine collection system maintenance practice. The homeowner encountered a small amount of wastewater backing up into his downstairs bathroom. The homeowner was advised to contact the contractor that performed the work and the insurance company. The homeowner asked the LTMUA Board to waive his past sewer bills plus interest. The LTMUA Board was sympathetic to his scenario, but they informed him that dismissing sewer user fees is not a policy of the LTMUA.

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

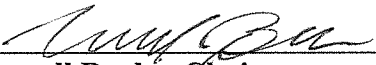
RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, Mr. Hill and Mr. Burke
Nay: None
Abstain: None

MOTION CARRIED: 5-0-0


On motion by Mr. Drew seconded by Mr. Smith, it was moved to adjourn the meeting at 8:43 p.m.

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

MOTION CARRIED: 5-0-0



Russell Burke, Chairperson



William Drew, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative Recorder

