

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES
January 29, 2015 - OPEN SESSION**

Chairperson Frank Servais opened the January 29, 2015 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, 2014 to January 31, 2015 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:

Chairperson Servais requested a roll call which revealed the following Members present: Russell Burke, Frank Servais and Edward Bickerdyke via telephone. Edward Hill and Art Smith recorded as absent.

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

Approval of Minutes:

The minutes for December 16, 2014 meeting were presented.

There were no questions.

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve the minutes for December 16, 2014.

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

MOTION CARRIED: 2-0-1

Payment of Bills:

The bills presented for payment of the January 29, 2015 Bill List were reviewed and discussed.

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve the January 27, 2015 bill list for all authorized bills.

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

MOTION CARRIED: 3-0-0

Engineer's Report:

Mr. Bradley reports:

Reviewed revised information from the applicant's engineer and a letter was written to Joe Weber on 1/22/15 recommending approval for the F2 application for the Commodore Business Center located along Commodore Drive in Logan Township.

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve the F2 Application for the Commodore Business Center.

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

MOTION CARRIED: 3-0-0

The F2 application and related documents for the Camping World Project were reviewed and comments were provided to the applicant's engineer. As of this date no response back from the engineer.

The F2 application and related documents for the Dunkin Donuts Plumbing Modification Project located at 1703 Center Square Road were reviewed. A request for revised drawings was made, waiting on the actual submission of the drawings.

The Water Reclamation Facility Protective Coating Replacement Project – the draft design drawings and specs were reviewed. This is nearing completion and will go out to bid early spring.

Solicitor's Report:

Mr. DiMuzio presented the following resolutions:

RESOLUTION 41-14 – RESOLUTION OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY END OF THE YEAR BUDGET TRANSFERS

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 41-14 authorizing end of year budget transfers

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

MOTION CARRIED: 3-0-0

RESOLUTION 42-14 – RESOLUTION OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY INCREASING WAGES FOR EMPLOYEES OF THE AUTHORITY

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 42-14 increasing wages for employees of the Authority

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

MOTION CARRIED: 3-0-0

RESOLUTION 43-14 – RESOLUTION CERTIFYING TO THE LOCAL FINANCE BOARD OF THE STATE OF NEW JERSEY THAT EACH BOARD MEMBER HAS PERSONALLY REVIEWED THE ANNUAL REPORT OF AUDIT FOR THE YEAR-ENDED JANUARY 31, 2014

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 43-14 certifying to the local Finance Board of the state of New Jersey that each board member has personally reviewed the annual report of audit for the year ended January 31, 2014.

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

MOTION CARRIED: 3-0-0

RESOLUTION 44-14-RESOLUTION AUTHORIZING THE TRANSFER OF EIGHT (8) SEWER CONNECTION UNITS FROM RAYKEN DEVELOPMENT LLC TO JPO LEXINGTON, L.C.C. FOR USE AT PROPERTY KNOWN AS LEXINGTON MEWS AT WEATHERBY, PLATE 3, BLOCK 3, LOT 7 & BLOCK 4, LOT 3 ON THE WOOLWICH TOWNSHIP TAX MAP

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 44-14 authorizing the transfer of eight (8) sewer connection units from Rayken Development, LLC to JPO Lexington, LLC.

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

MOTION CARRIED: 3-0-0

RESOLUTION 45-14-2015 ADOPTED BUDGET RESOLUTION-LOGAN TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY-FISCAL YEAR: FROM: FEBRUARY 1, 2015 TO:
JANUARY 31, 2016

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 45-14 adopting the Logan Township MUA 2015 Budget

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

MOTION CARRIED: 3-0-0

RESOLUTION 46-14 AUTHORIZING THE TRANSFER OF 2 SEWER CONNECTION
UNITS HELD BY 602 HERON DRIVE, LLC FROM 600 HERON DRIVE TO 602 HERON
DRIVE, IN LOGAN TOWNSHIP, GLOUCESTER COUNTY, NEW JERSEY

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 46-14 authorizing the transfer of 2 sewer connection units from 600 Heron Drive to 602 Heron Drive

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

MOTION CARRIED: 3-0-0

RESOLUTION 47-14 – AUTHORIZING THE TRANSFER OF TWENTY-FIVE (25)
UNUSED SEWER CONNECTION UNITS FROM CENTER SQUARE REAL ESTATE
DEVELOPMENT CO., INC. TO TAYLOR FARMS FOR USE AT TAYLOR FARMS'
PROPERTY LOCATED AT 406 HERON DRIVE, IN LOGAN TOWNSHIP, GLOUCESTER
COUNTY, NJ

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve Resolution 47-14 authorizing the transfer of twenty-five (25) unused sewer connection units from Center Square Real Estate Development Co., Inc. to Taylor Farms for use at Taylor Farms Property

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

MOTION CARRIED: 3-0-0

Executive Director's Report:

Mr. Weber reports:

On January 16, 2015, Mr. Ed Sirovetz of OSHA came to the MUA for the follow-up inspection. The MUA staff completed all the required improvements and recommendations by the inspector and was given a satisfactory inspection report.

Business Manager's Report:

Mrs. Schultz reports on January 14, 2015 at 10 a.m. the Request for Qualifications for Solicitor and Auditor was opened. The only bids received were from the current professionals.

There are now two 457 Retirement Plans available to the LTMUA employees, Valic and/or AXA 457 Retirement Plan. Both plans are at no cost to the LTMUA.

Superintendent's Report:

Mr. Whalen reports that after a recent inspection, the MUA is in full compliance with NJDEP.

Mr. Whalen reports that cut level 4 gloves have been purchased for each maintenance employee. There was an incident where an employee cut his hand and required stitches. Mr. Whalen and the employees went over the safety procedures related to cutting to avoid any other injuries.

Mr. Whalen states starting this month each employee (maintenance or operations) will now be responsible to present and discuss a topic of their choice at the monthly Tool Box Talks.

Correspondence:

None

Personnel Committee Report:

None

Construction Committee Report:

None

Old Business:

None

New Business:

None

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

RECORDED VOTE: Aye: Mr. Burke, Mr. Bickerdyke, and Mr. Servais

Nay: None

Abstain: None

MOTION CARRIED: 3-0-0

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

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

MOTION CARRIED: 3-0-0

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to adjourn the meeting at 7:30 p.m.

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

MOTION CARRIED: 3-0-0




Frank Servais, Chairperson



Russell Burke, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative Recorder