

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES
July 22, 2014 - OPEN SESSION**

Chairperson Frank Servais opened the July 22, 2014 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, Edward Bickerdyke, Art Smith, Edward Hill, and Frank Servais.

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

Approval of Minutes:

The minutes for June 24, 2014 meeting were presented.

There were no questions.

On motion by Mr. Bickerdyke, seconded by Mr. Hill, it was moved to approve the minutes for June 24, 2014.

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

MOTION CARRIED: 4-0-1

Payment of Bills:

The bills presented for payment of the July 22, 2014 Bill List were reviewed and discussed.

On motion by Mr. Burke, seconded by Mr. Bickerdyke, it was moved to approve the July 22, 2014 bill list for all authorized bills.

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

MOTION CARRIED: 5-0-0

Engineer's Report:

Mr. Bradley summarized his report and highlighted the key activities. Mr. Bradley reports:

The F2 application for Chelton House Products located at 607 Heron Drive was reviewed and a letter was prepared recommending approval of the F2 application for the La Brea Bakery Plant Expansion Project located at 11 Technology Drive. Inspections were done on the previously approved F2 application for Food Comm International located at 2600 Oldmans Creek Road.

Per the Board's request at last month's meeting, Mr. Weber was asked to contact the DOT to reconsider providing a guiderail along sections of the Utility Access Road for the Raccoon Creek Bridge Replacement Project. Mr. Weber was successful, and the DOT will provide a guiderail.

The Jefferson Lane Entrance Reconfiguration Project - Kleinfelder coordinated with the Wetland scientist to perform the wetlands delineation, the red flags present the boundaries of the wetlands.

Solicitor's Report:

Mr. DiMuzio presented the following resolutions:

**RESOLUTION 27-14 OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING A MEETING CLOSED TO THE PUBLIC ON JUNE 24, 2014**

On motion by Mr. Burke seconded by Mr. Smith it was moved to approve Resolution 27-14 authorizing a meeting closed to the public on June 24, 2014

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

MOTION CARRIED: 5-0-0

**RESOLUTION 28-14 OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING CLOSURE OF THE MISSION PRODUCE INC. ESCROW ACCOUNT #147
AND THE RETURN OF THE \$1,401.88 BALANCE**

On motion by Mr. Burke seconded by Mr. Smith it was moved to approve Resolution 28-14 Authorizing Closure of the Mission Produce, Inc. Escrow Account #147 and the return of the \$1,401.88 balance

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

MOTION CARRIED: 5-0-0

**RESOLUTION 29-14 OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
AMENDING RESOLUTION 16-14 (ESTABLISHING A CASH MANAGEMENT PLAN) TO
REQUIRE THAT TWO (2) SIGNATORIES SIGN ANY CHECKS DRAWN ON ANY CASH**

MANAGEMENT PLAN ACCOUNTS IDENTIFIED HEREIN AND FURTHER
AUTHORIZING THE EXECUTIVE DIRECTOR AND BUSINESS MANAGER TO SIGN
SUCH CHECKS

On motion by Mr. Burke seconded by Mr. Smith it was moved to approve Resolution 29-14 amending Resolution 16-14 (establishing a cash management plan) to require that two (2) signatories sign any checks drawn on any cash management plan accounts identified herein and further authorizing the Executive Director and Business Manager to sign such checks

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

MOTION CARRIED: 5-0-0

RESOLUTION 30-14 AUTHORIZING THE REALLOCATION OF AN ADDITIONAL SIXTY (60) SEWER CONNECTION UNITS TO SUMMIT VENTURES, LLC. PURSUANT TO THE "THIRD AMENDMENT TO SEPTEMBER 14, 2000 SEWER SERVICE AGREEMENT BY AND AMONG LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY, AQUA NEW JERSEY, AND SUMMIT VENTURES, LLC, EFFECTIVE DATE JUNE 22, 2010" AND RESOLUTION 44-10 RESERVING THREE HUNDRED EIGHTY THREE (383) CONNECTION UNITS FOR SUMMIT VENTURES, LLC IN ACCORDANCE WITH THE AFORESAID THIRD AMENDMENT.

On motion by Mr. Burke seconded by Mr. Hill it was moved to approve Resolution 30-14 authorizing the reallocation of an additional sixty (60) sewer connection units to Summit Ventures, LLC pursuant to the "third amendment to September 14, 2000 Sewer Service Agreement by and among Logan Township Municipal Utilities Authority, Aqua New Jersey, and Summit Ventures, LLC effective date June 22, 2010" and Resolution 44-10 reserving three-hundred and eighty three (383) connection units for Summit Ventures, LLC in accordance with the aforesaid third amendment.

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

MOTION CARRIED: 5-0-0

RESOLUTION 31-14 RATIFYING AND MEMORIALIZING PAST TRANSFERS OF 238 TOTAL SEWER CONNECTION UNITS FROM SUMMIT VENTURES, LLC, TO K. HOVNANIAN COMPANIES, LLC, FOR USE AT VARIOUS PROPERTY LOCATIONS IN WOOLWICH TOWNSHIP

On motion by Mr. Burke seconded by Mr. Smith it was moved to approve Resolution 31-14 ratifying and memorializing past transfers of 238 total sewer connection units from Summit Ventures, LLC to K. Hovnanian Companies. LLC, for use at various property locations in Woolwich Township

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

MOTION CARRIED: 5-0-0

Executive Director's Report:

Mr. Weber reports the MUA was credited over \$17,000 by New Jersey American Water for an underground leak.

Mr. Weber reports he and Mr. Whalen interviewed five candidates for the Laborer position. They agreed on the candidate that scored 100% on both tests and has a Bachelor's Degree. Mr. Weber asks the Board for their approval and if they have any objections to hiring the candidate. There were no objections.

On motion by Mr. Hill, seconded by Mr. Burke it was moved to make the recommendation to hire the candidate.

Mr. Weber says Comcast has issues and is stating they cannot get service to the MUA now. He will call to discuss and try to rectify.

Business Manager's Report:

Mrs. Schultz asks if anyone has any questions on her report. There were no questions.

Superintendent's Report:

Mr. Whalen reports all LTMUA staff has been certified in CPR/AED by the County. This allows the MUA to have its own rescue team for Confined space per OSHA.

Mr. Whalen says the MUA had a JIF inspection. Mr. Whalen refers to the attached "Lost Control Report" from the JIF Inspection and reiterates "as in the past, the inspection went very well". Mr. Whalen references the Survey Results Section of this report that compliments the LTMUA employees for always being professional and respectful at the training sessions. It reads, "Your employees who attend the classes I present are always model students, which are much appreciated".

Correspondence:

None

Personnel Committee Report:

None

Construction Committee Report:

None

Old Business:

None

New Business:

None

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

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

Nay: None

Abstain: None

MOTION CARRIED: 5-0-0

On motion by Mr. Bickerdyke, seconded by Mr. Hill, it was moved to adjourn the meeting at 7:27 p.m.

RECORDED VOTE: Aye: Mr. Burke, Mr. Smith, Mr. Bickerdyke, 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