

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
SEPTEMBER 27, 2016 - OPEN SESSION**

Russell Burke, Chairman opened the September 27, 2016 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, 2016 to January 31, 2017 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:**

Chairman Burke, requested a roll call which revealed the following Members present:

Art Smith, William Drew, Brian Toliver, and Russell Burke.  
Other meeting attendees included: Joseph Slachetka-Solicitor, Timothy Bradley-Engineer, Christopher Whalen-Superintendent, Carly Schultz- Business Manager, Donna Hughes-Administrative Assistant. Joseph Weber-Executive Director was at the 2016 WEFTEC Conference. Joseph Weber and Edward Hill recorded as absent.

**Approval of Minutes:**

The minutes for the August 23, 2016 meeting were presented.  
There were no questions.

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to approve the minutes for August 23, 2016.

RECORDED VOTE:   Aye:     Mr. Smith, Mr. Drew, Mr. Toliver, and Mr. Burke  
                      Nay:     None  
                      Abstain: None  
MOTION CARRIED:  4-0-0

**Payment of Bills:**

The revised Bill List for the August 23, 2016 meeting was presented and approved.

On motion by Mr. Drew, seconded by Mr. Smith, it was moved to approve the revised August 23, 2016 bill list for all authorized bills.

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

The bills presented for payment of the September 27, 2016 Bill List were reviewed and discussed.

On motion by Mr. Drew, seconded by Mr. Smith, it was moved to approve the September 27, 2016 bill list for all authorized bills.

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

MOTION CARRIED: 4-0-0

**Engineer's Report:**

Mr. Bradley reports:

The Raccoon Creek Force Main Replacement and Relocation Project – received the last permit for this project and this project is ready to go out to bid.

Mr. Bradley refers to Station #1/Raccoon Creek HDD Force main Project Proposal for bidding and construction administration services. Mr. Bradley asks the Board to authorize the estimated cost \$54,800 for construction administration services.

On motion by Mr. Toliver, seconded by Mr. Smith it was moved to approve Kleinfelder's scope of bidding and construction administration services of \$54,800 for the Raccoon Creek HDD Force Main Project

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

MOTION CARRIED: 4-0-0

The Water Reclamation Facility Protective Coating Replacement Project – the project is complete and good progress has been made on the punch list items. Mr. Bradley refers to the Budget amendment request of \$6,750; the project ran out of money due to 2 1/2 months of additional work.

On motion by Mr. Smith, seconded by Mr. Drew, it was moved to approve the budget increase by \$6,750 for the Repainting Project Construction Administration Services

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

MOTION CARRIED: 4-0-0

The Cathodic Protection Improvements Project – the project was advertised for bids. An addendum was issued postponing the bid opening date to September 20, 2016 to try and find more bidders. Cathodic Protection is a very specialized field.

The Jefferson Lane Entrance Reconfiguration – is going to be linked up with the Effluent Force Main Project by linking the projects it will be more cost effective.

**Solicitor's Report:**

**RESOLUTION 43-16 AUTHORIZING THE RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

On motion by Mr. Smith seconded by Mr. Drew, it was moved to approve Resolution 43-16 authorizing the renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund

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

MOTION CARRIED: 4-0-0

**RESOLUTION 44-16 OF THE LTMUA 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, 2016**

On motion by Mr. Drew, seconded by Mr. Smith, it was moved to approve Resolution 44-16 certifying that each board member has reviewed the annual report of Audit for the year ended January 21, 2016

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

MOTION CARRIED: 4-0-0

**RESOLUTION 45-16 AWARDED A CONTRACT TO PCA ENGINEERING, INC. FOR THE WATER TREATMENT FACILITY ("CATHODIC PROTECTION SYSTEM PROJECT") IN LOGAN TOWNSHIP, GLOUCESTER COUNTY, NEW JERSEY**

On motion by Mr. Smith, seconded by Mr. Drew, it was moved to approve Resolution 45-16 awarding a contract to PCA Engineering, Inc.

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

MOTION CARRIED: 4-0-0

**Executive Director's Report:**

Mr. Weber's report was presented. Mr. Burke asks if there are any questions on Mr. Weber's report. There were no questions.

**Business Manager's Report:**

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

**Superintendent's Report:**

Mr. Whalen reports that the Plant is running well. Mr. Whalen says he reviewed the Draft permit and gave his comments to Mr. Weber. Mr. Whalen reports on July 12, 2016 the MUA had a Safety Inspection and did very well. A copy of the JIF Safety Inspection reports is attached for the Board to review.

Mr. Whalen gave the Board an update on the cost estimates for the .5 mgd Plant Upgrade Project, including engineering fees and what has been spent to date. Mr. Whalen voiced his concerns of the costs associated with this project. Mr. Whalen stated there is a lot of money being spent and the MUA doesn't have any prints/set of plans to date. This project is well over the estimated amount. He voiced his concerns with the issues the MUA has in the Collection system that will need to be addressed in the near future. Mr. Burke wants the Executive Director (Mr. Joseph Weber) to review his 5 year-plan and see if it should be updated. Mrs. Schultz asked Mr. Burke if he could send Mr. Weber an email with this request and Mr. Burke said he would.

**Correspondence:**

A letter was presented to Mr. Burke from a rate payer requesting the penalties be removed from the accounts.

After discussion the Board agreed to remove the penalties ONE time only and asked the business office to keep track of the accounts.

On motion by Mr. Smith, seconded by Mr. Toliver, it was moved to remove the penalties one time.

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

MOTION CARRIED: 4-0-0

**Personnel Committee Report:**

None

**Committee Report:**

None

**Old Business:**

None

**New Business:**

None

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

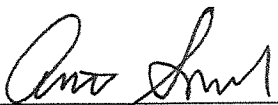
RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 4-0-0

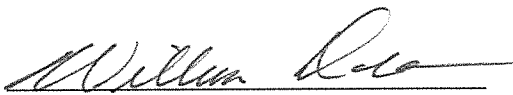
On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to close the meeting to the public.

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 4-0-0

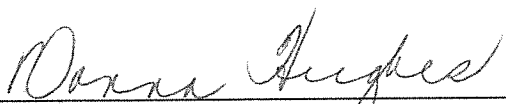
On motion by Mr. Drew, seconded by Mr. Smith, it was moved to adjourn the meeting at 7:56 p.m.

RECORDED VOTE: Aye: Mr. Smith, Mr. Drew, Mr. Toliver, and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 4-0-0

  
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**Russell Burke, Chairperson**  
Act Smith

  
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**William Drew, Secretary/Treasurer**

**Respectfully Submitted,**

  
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**Donna Hughes, Administrative Recorder**

