

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REORGANIZATION MEETING MINUTES  
FEBRUARY 25, 2020-OPEN SESSION**

The Superintendent Christopher Whalen opened the February 25, 2020, 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, 2020 to January 31, 2021 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 Superintendent-Christopher Whalen requested a roll call, which revealed the following Members present: Russell Burke, William Drew, Brian Toliver and Ray Guy.

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

Mr. Whalen 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. Drew, seconded by Mr. Toliver, 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. Guy, Mr. Toliver, Mr. Drew and Mr. Burke  
Nay: None  
Abstain: None

MOTION CARRIED: 4-0-0

Mr. DiMuzio administered the Oath of Office to William Drew.

The Board members and other attendees congratulated Mr. Drew.

**Nominations for Board positions:**

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

Mr. Drew nominated Mr. Burke as Chairperson.

On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to nominate Russell Burke as Chairperson

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

**MOTION CARRIED: 3-0-1**

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

Mr. Burke called for a motion to accept nominations for Secretary/Treasurer.

Mr. Toliver nominated Mr. William Drew as Secretary/Treasurer.

On motion by Mr. Burke, seconded by Mr. Toliver, 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. Guy, Mr. Toliver and Mr. Burke  
Nay: None  
Abstain: Mr. Drew

**MOTION CARRIED: 3-0-1**

**Committee Appointments :**

Mr. Burke asked the Board members if they would like to change committees. The Board agreed to keep the committees status quo. Mr. Whalen will email Mr. Hill informing him of the committees he is assigned.

Mr. Burke announced the Committee appointments for 2020. The following list was determined for each Committee.

**Personnel Committee:**

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

**Finance & Budget Committee:**

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

**Construction & Future  
Development Committee:**

Ray Guy – Member  
Will Drew – Member  
Russell Burke – Ad Hoc Member

**Policy Committee:**

Brian Toliver – Member  
Ray Guy – Member  
Russell Burke – Ad Hoc Member

**Allocation Policy Committee:**

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

Mr. Burke called for a motion to accept nominations for Vice-Chairperson

Mr. Burke nominated Edward Hill as Vice-Chairperson

On motion by Mr. Burke, seconded by Mr. Drew it was moved to nominate Edward Hill as Vice-Chairperson.

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

MOTION CARRIED: 4-0-0

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

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

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

**Approval of Minutes:**

The minutes for the January 28, 2020 meeting were presented.

On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to approve the January 28, 2020 minutes.

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

**Payment of Bills:**

The bills presented for payment of the February 25, 2020 Bill List were reviewed and discussed.

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

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

**Engineer's Report:**

Mr. Bradley reports:

The Effluent Force Main Replacement Project – received authorization from NJDEP to advertise the Public hearing. Kleinfelder prepared the advertisement and coordinated with LTMUA the placement of the ad. The Public hearing will be held at LTMUA on March 17, 2020 at 7:00 p.m.

Mr. Bradley says this is a critical path to authorization to bid this project. Mr. Whalen says the roadway is part of this project.

**Solicitor's Report:**

Mr. DiMuzio presented the following Resolutions:

- Resolution 01-20:** Appointing Kenneth A DiMuzio, Sr. as Solicitor
- Resolution 02-20:** Establishing Date, Time & Location for Regular Meetings
- Resolution 03-20:** Appointing Official Newspapers
- Resolution 04-20:** Authorizing the Superintendent to act as the Authorized Representative
- Resolution 05-20:** Establishing the agenda of the regular meetings
- Resolution 06-20:** Establishing fees for copies of reports and documents
- Resolution 07-20:** Appointing Depository and Operating Account Bank
- Resolution 08-20:** Authorizing various purchases under state contract
- Resolution 09-20:** Appointing Fulton Bank as its escrow agent
- Resolution 10-20:** Authorizing the Superintendent & Business Manager to execute checks
- Resolution 11-20:** Authorizing Board Members to Execute Checks
- Resolution 12-20:** Establishing a Cash Management Plan
- Resolution 13-20:** Authorizing Participation in the NJ Cooperative Purchasing Program
- Resolution 14-20:** Appointing Trustee
- Resolution 15-20:** Appointing McManimon, Scotland & Baumann LLC as Bond Counsel
- Resolution 16-20:** End of the Year Capacity
- Resolution 17-20:** Units Transfer 195 units from DP Partners to Taylor Farms

On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to approve Resolution 01-20 thru and including Resolution 15-20

RECORDED VOTE:   Aye:       Mr. Guy, Mr. Toliver, Mr. Drew, and Mr. Burke

                  Nay:       None

                  Abstain: None

MOTION CARRIED:  4-0-0

**Resolution: 16-20:** End of the Year Capacity

Mr. DiMuzio asks to have Resolution 16-20 tabled

On motion by Mr. Toliver, seconded by Mr. Drew it was moved to table Resolution 16-20

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

**Resolution 17-20:** Authorizing the Sale of One Hundred Ninety- Five (195) Reserved Unconnected Sewer Connection Units from DP Partners Logan I, LLC to Taylor Farms New Jersey, Inc. the Tenant of 406 Heron Drive, in Logan Township, Gloucester County, New Jersey

On motion by Mr. Drew, seconded by Mr. Guy, it was moved to approve the sale of 195 unconnected sewer units from DP Partners Logan I, LLC to Taylor Farms New Jersey, Inc.

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

Mr. Hill arrived to the meeting at 7:40 p.m.

**Superintendent's Report:**

Mr. Whalen reports:

He met with Contractors for Greek Development to discuss the proposed Pump station.  
He met with NJDOT in Trenton to discuss the Logan North Project.

Mr. Whalen refers to the inspection reports from the NJDEP and is happy to report the Authority is in full compliance.

Mr. Whalen reports, he was asked if the LTMUA was interested in taking dirt (that was treated) from Soil Safe. There is no cost to the LTMUA. After a brief discussion, the Board is not interested at this time.

**Business Manager's Report:**

Mrs. Schultz's reports:

Dayne DePew accepted the Utility Worker I position at \$16.00 per hour effective Monday, February 17, 2020. Mrs. Schultz asks the Board if they have any questions on her report. The Board had no questions.

**Correspondence**

None

**Committee Report:**

None

**Construction Committee Report:**

None

**Personnel Committee Report:**

None

**Old Business:**

None

**New Business:**

None

On motion by Mr. Toliver, seconded by Mr. Drew, it was moved to open the meeting to the Public.

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

MOTION CARRIED: 5-0-0

On motion by Mr. Drew seconded by Mr. Hill, it was moved to close the meeting to the Public.

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

MOTION CARRIED: 5-0-0

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

MOTION CARRIED: 5-0-0

**Respectfully Submitted,**

Donna Hughes  
Donna Hughes, Administrative Assistant