

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
SEPTEMBER 25, 2018 - OPEN SESSION**

Edward Hill , Vice Chairman opened the September 25, 2018 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, 2018 to January 31, 2019 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:

Vice Chairman, Edward Hill requested a roll call which revealed the following Members present:

William Drew, Ray Guy, Brian Toliver and Edward Hill.
Russell Burke was recorded as absent.

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

Approval of Minutes:

The minutes for the August 28, 2018 meeting were presented.

Mr. Drew asks if there is a written progress report on the Woolwich Force Main Project. Mr. Drew states he would like a written report.

On motion by Mr. Drew, seconded by Mr. Guy, it was moved to approve the minutes for the August 28, 2018 meeting with an amendment to Will Drew's request at the end of the Engineer's report for a Woolwich Summary.

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

MOTION CARRIED: 3-0-1

Approval of Closed Session Minutes:

The minutes for the March 28, 2017, June 27, 2017, July 25, 2017, January 23, 2018 and May 22, 2018 Closed meetings were presented

There were no questions.

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to approve the minutes for the March 28, 2017, June 27, 2017, July 25, 2017, January 23, 2018 and May 22, 2018 Closed meetings.

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

Payment of Bills:

The bills presented for payment of the September 25, 2018 meeting were reviewed and discussed

On motion by Mr. Toliver seconded by Mr. Guy, it was moved to approve the September 25, 2018 bill list for all authorized bills.

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

Engineer's Report:

Mr. Bradley summarizes the key months' activities.

Reviewed the 2016 and 2017 capacity reallocation requests prepared by the engineer for Summit Ventures. Prepared a memorandum to Ken DiMuzio & Chris Whalen – working on approval.

Mr. Bradley reports the SBR Expansion Project remains below budget. The project remains ahead of schedule and the initial start-up is scheduled for the middle of January.

Solicitor's Report:

Mr. DiMuzio presented the following resolutions:

RESOLUTION 46-18: AUTHORIZING A MEETING CLOSED TO THE PUBLIC

On motion by Mr. Drew seconded by Mr. Toliver it was moved to authorize a meeting closed to the public

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

RESOLUTION 48-18: RESOLUTION AUTHORIZING 2018 OPERATING BUDGET AMENDMENTS

On motion by Mr. Guy seconded by Mr. Drew, it was moved to authorize the amendments to the 2018 Operating Budget

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

RESOLUTION 49-18: RESOLUTION AUTHORIZING 2018 CAPITAL BUDGET AMENDMENTS

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

RESOLUTION 50-18: RESOLUTION AUTHORIZING AMENDMENTS UPDATING THE LTMUA PERSONNEL POLICIES AND PROCEDURES MANUAL

On motion by Mr. Drew seconded by Mr. Guy, it was moved to authorize the amendments to the LTMUA Personnel Policies and Procedures Manual

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

Superintendent's Report:

Mr. Whalen reports:

The MUA is working with the Township and Soil Safe to clean up in front of Sluice Gates.

Mr. Whalen asks if the Board has made a decision determining the building/s to insure in the flood area within the plant. The Board determined the Administration Building, the Maintenance Garage and the Filter Buildings will have flood insurance.

Mr. Whalen says the MUA has placed an employment ad for the Administrative Clerk position.

Business Manager's Report:

Mrs. Schultz asks the board if they have any questions on her report. The Board had no questions. Mrs. Schultz states the following employees received raises:

Robert Hawkins, Jr. received \$0.50/hour raise for passing his N1 test effective 7/23/18.
Michael Collins, Jr. received \$0.50/hour raise for passing his S1 test effective 7/23/18.
Daniel Dell received a \$1.00/hour raise for passing his S1 and C1 tests effective 7/23/18.

Mrs. Schultz says applications for the Administrative Clerk position are being accepted until September 28, 2018.

Correspondence

None

Construction Committee Report:

None

Personnel Committee Report:

None

Committee Report:

None

Old Business:

None

New Business:

None

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

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

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to go into closed session at 7:37 p.m.

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

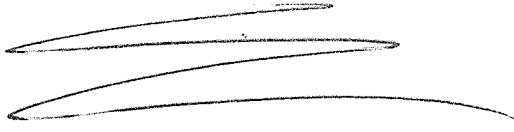
On motion by Mr. Drew, seconded by Mr. Guy it was moved to go out of closed session at 8:14 p.m.

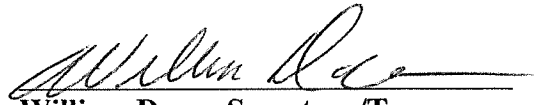
RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew and Mr. Hill

Nay: None
Abstain: None
MOTION CARRIED: 4-0-0

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to adjourn the meeting at 8:15 p.m.

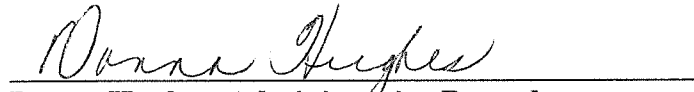
RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew and Mr. Hill
Nay: None
Abstain: None
MOTION CARRIED: 4-0-0



Edward Hill, Vice Chairman

William Drew, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative Recorder