

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REORGANIZATION MEETING MINUTES  
FEBRUARY 27, 2018-OPEN SESSION**

The Superintendent, Christopher Whalen opened the February 27, 2018, 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, 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:**

The Superintendent-Christopher Whalen requested a roll call, which revealed the following Members present: Russell Burke, Edward Hill, William Drew, Brian Toliver and Ray Guy.

Other meeting attendees included: Kenneth DiMuzio, Sr.-Solicitor, Timothy Bradley-Engineer, Carly Schultz- Business Manager, 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 Edward Hill.

On motion by Mr. Burke, seconded by Mr. Drew, it was moved to suspend regular order of business to permit election of Officers and to administer the Oath of Office to Edward Hill.

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

MOTION CARRIED: 5-0-0

Mr. DiMuzio administered the Oath of Office to Edward Hill.

The Board members and other attendees congratulated Edward Hill.

**Nominations for Board positions:**

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

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

MOTION CARRIED: 5-0-0

Mr. Hill nominated Mr. Burke as Chairperson.

On motion by Mr. Drew, seconded by Mr. Hill, it was moved to appoint Mr. Burke as the LTMUA Chairperson for the fiscal year February 1, 2018 through January 31, 2019. All were in favor of the vote except Russell Burke who abstained. The board members and other attendees congratulated Russell Burke.

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

MOTION CARRIED: 4-0-1

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

Mr. Burke called for a motion to accept nominations for Vice-Chairperson. Mr. Drew nominated Mr. Edward Hill as Vice Chairperson. On motion by Mr. Drew, seconded by Mr. Burke, it was moved to appoint Edward Hill as the LTMUA Vice-Chairperson. All were in favor of the vote except Edward Hill who abstained. The board members and other attendees congratulated Edward Hill.

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

MOTION CARRIED: 4-0-1

Mr. Burke called for a motion to accept nominations for Secretary/Treasurer. Mr. Hill nominated Mr. William Drew as Secretary/Treasurer. On motion by Mr. Hill, 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, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: Mr. Drew

MOTION CARRIED: 4-0-1

**Committee Appointments :**

Mr. Burke announced the Committee appointments for 2018. 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

**Construction & Future  
Development Committee:**

Russell Burke – Ad Hoc Member

Ray Guy – Member  
William Drew – Member  
Russell Burke – Ad Hoc Member  
Brian Toliver – Member  
Ray Guy - Member  
Russell Burke – Ad Hoc Member

**Policy Committee:**

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

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

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

MOTION CARRIED: 5-0-0

**Approval of Minutes:**

The minutes for the January 23, 2018 meeting were presented.  
There were no questions.

On motion by Mr. Hill, seconded by Mr. Toliver it was moved to approve the minutes for January 23, 2018

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

MOTION CARRIED: 5-0-0

**Payment of Bills:**

The bills presented for payment of the February 27, 2018 meeting were reviewed and discussed

On motion by Mr. Drew, seconded by Mr. Toliver it was moved to approve the February 27, 2018 bill list for all authorized bills.

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

MOTION CARRIED: 5-0-0

**Engineer's Report:**

Mr. Bradley summarizes the current projects and key action items:

The DP Partners Warehouse Project located at 2651 Oldmans Creek Road is substantially complete. It is at the punch list stage.

The Effluent Force Main Replacement Project - Kleinfelder met with the LTMUA to review proposed configuration of the headworks equipment and will review with Chris Whalen in two weeks.

Mr. Burke asked Mr. Bradley how Kleinfelder's Inspection Consultant was working out and a brief discussion followed.

**Solicitor's Report:**

Mr. DiMuzio presented the following resolutions:

- Resolution 01-18: Appointing Kenneth A. DiMuzio, Sr. as Solicitor
- Resolution 02-18: Establishing Date, Time & Location for Regular Meetings
- Resolution 03-18: Appointing Official Newspapers
- Resolution 04-18: Authorizing the Superintendent to act as the Authorized Representative
- Resolution 05-18: Establishing the agenda of the regular meetings
- Resolution 06-18: Establishing fees for copies of reports and documents
- Resolution 07-18: Appointing Depository and Operating Account Bank
- Resolution 08-18: Authorizing various purchases under state contract
- Resolution 09-18: Appointing Fulton Bank as its Escrow Agent
- Resolution 10-18: Authorizing the Superintendent & Business Manager to execute checks
- Resolution 11-18: Authorizing Board Members to execute checks
- Resolution 12-18: Establishing a Cash Management Plan
- Resolution 13-18: Authorizing participation in the NJ Cooperative Purchasing Program

On motion by Mr. Drew seconded by Mr. Hill, it was moved to approve Resolutions 1-18 to 13-18

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

MOTION CARRIED:  5-0-0

Resolution 14-18: Approving/amending the conditional assignment of up to three hundred (300) connection units from Summit Ventures, LLC. to contract purchasers of Weatherby Projects subject to the terms set forth herein and the conditions set forth in the April 28, 2015 Fourth Amendment to the Sewer Service Agreement

On motion by Mr. Drew seconded by Mr. Hill, it was moved to approve/amend Resolution 14-18 approving the conditional assignment of up to (300) connection units from Summit Ventures, LLC to Weatherby Projects

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 15-18: Authorizing disposal of Surplus property

On motion by Mr. Drew seconded by Mr. Hill, it was moved to approve Resolution 15-18 authorizing disposal of surplus property.

Resolution 16-18: Awarding a contract for Information Technology (IT) at a total annual cost not to exceed \$7,8000.00

On motion by Mr. Hill seconded by Mr. Drew, it was moved to approved Resolution 16-18 awarding a contract for Information Technology

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 17-18: Approving a threshold of three-thousand dollars (\$3,000) or more for capitalization of expenditures for fixed assets

On motion by Mr. Hill seconded by Mr. Guy, it was moved to approve Resolution 17-18 approving a threshold of \$3,000 or more for capitalization of expenditures for fixed assets

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 18-18: Authorizing its employees to join the Deepwater Industries Federal Credit Union

On motion by Mr. Hill seconded by Mr. Drew, it was moved to approve Resolution 18-18 authorizing the LTMUA employees to join the Deepwater Industries Federal Credit Union

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 19-18: Authorizing the purchase of Energy Generation Services for Public use through an online auction website and awarding a 25-month contract for such service to Hudson Energy Services, LLC.

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to approve Resolution 19-18 authorizing the purchase of Energy Generation Services for Public use through an online auction website and awarding a 25-month contract for such service to Hudson Energy Services, LLC.

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 20-18: Authorizing a force main ownership and construction, connection, operation and maintenance agreement with Chelten House Products, Inc.

On motion by Mr. Hill seconded by Mr. Drew, it was moved to approve Resolution 20-18 authorizing a force main ownership and construction, connection, operation and maintenance agreement with Chelten House Products, Inc.

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Resolution 21-18: Acknowledging the conditional assignment of forty-three (43) connection units from Summit Ventures LLC. to Platinum Developers, LLC. subject to the terms set forth therein

On motion by Mr. Drew seconded by Mr. Guy, it was moved to approve Resolution 21-18 acknowledging the conditional assignment of forty-three (43) connection units from Summit Ventures LLC. to Platinum Developers, LLC

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

**Superintendent's Report:**

Mr. Whalen reports:

Mr. Whalen and Mrs. Schultz met with Deepwater Credit Union. Looking to have the LTMUA join for its employees. There is no cost to the LTMUA.

Mr. Whalen is working on OSHA Requirements to implement an "indoor Air Quality Program" which requires Mr. Whalen to be Program Coordinator.

Mr. Whalen and Mrs. Schultz participated in the Electric Supplier (EMEX) auction. The LTMUA is going to use Hudson Energy as the third party supplier. The estimated total savings over a term of 24-month contract is \$44,826.69.

Mr. Whalen says, Kleinfelder's Electrical Engineer was looking over the original specs for the EFF Pump work and found there are items in the specs that do not need to be there. The engineer thinks he can save the MUA approximately \$200,000.00, but it will cost the MUA \$3,400.00 to confirm. Mr. Whalen approved Kleinfelder to proceed with this extra cost for the electrical review.

**Business Manager's Report:**

Mrs. Schultz asks if the Board has any questions on her report. There were no questions. Mrs. Schultz reminds the Board the Elected Officials Training will be held at the LTMUA— March 27, 2018 at 6:00 p.m. prior to the Board Meeting.

**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, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

Mr. Akos Nagy of Summit Ventures, LLC. spoke to the Board and thanked the Board for approving Resolutions 14-18 and 21-18.

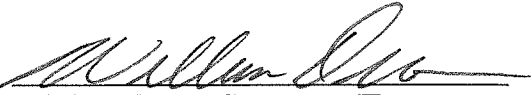
On motion by Mr. Hill seconded by Mr. Guy, it was moved to close the meeting to the public

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0


On motion by Mr. Drew seconded by Mr. Hill, it was moved to adjourn the meeting at 8:00 p.m.

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None  
MOTION CARRIED: 5-0-0

  
\_\_\_\_\_  
**Russell Burke, Chairman**

  
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**William Drew, Secretary/Treasurer**

**Respectfully Submitted,**

  
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**Donna Hughes, Administrative Recorder**