

***Regular Meeting of the Mantua Township MUA
September 17, 2019***

In accordance with New Jersey law regarding “Open Public Meetings”, notice of public meetings for fiscal year 2019-2020 was published in the Courier Post and The South Jersey Times.

CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Chairman Tom Gregg in the meeting room of the Authority office located at 397 Main Street in Mantua, New Jersey.

PLEGE OF ALLEGIANCE

ROLL CALL:

Members Present: Tom Gregg, Charles Burkett, Tim Sheehan
Alternates Howard Bruner, John Parks

Also Present: Nina S. Sorelle, CPA, Bowman & Company, LLP
Andrew Sosna, CPA, Bowman & Company, LLP
John A. Alice, Solicitor
Dave Palgutta, Engineer
William Krebs, Executive Director
Jeff Baker, Licensed Operator and Foreman
Susan Novick, Recording Secretary

PUBLIC PORTION

MOTION by Mr. Burkett, second by Mr. Parks, to open the meeting to the public. Motion carried.

Deb Baldassarre and Carol Rhodes came to hear the Engineer’s report. Gus Caruso, owner of property at 188 Norwood Ave., inquired about the approval process for connecting to the sanitary sewer main. The connection between his house on Norwood Ave. and the main on Woodlawn Ave. would require a force pump. Mr. Baker added that the force main would run from one side of Norwood to the other, down Norwood Ave., through private property, and tie into the Authority’s sewer main on Woodlawn Ave. He estimated that is a run of 350 to 400 feet. Mr. Baker said the proposal raises question as to whether private force mains should be permitted underneath public roads, and what would be done in the event the force main needed repairs. The Board determined that policy should be developed for addressing this type of situation in the future, and a deed restriction would be the best means of addressing this particular case. As there was no one else who wished to address the Board, the Chairman requested a motion to close the public portion.

MOTION by Mr. Burkett, second by Mr. Voltaggio, to close the public portion of the meeting.

Motion carried.

AUDIT REPORT – Nina Sorrelle, Andrew Sosna:

Nina S. Sorrelle, CPA and Andrew Sosna, CPA, both of Bowman & Co., LLP, summarized the Audit Report on the 2017-2018 fiscal year. The full Audit Report was distributed to the Board for review prior to the meeting. The Authority’s overall financial position remains solid. No deficiencies were found. No recommendations were made. Due to a change in accounting principles, the potential cost of postemployment benefits other than pensions (OPEB) was recorded as a potential liability, as required by the State, even though the cost is guaranteed by other entities.

APPROVAL OF MINUTES:

MOTION by Mr. Burkett, second by Mr. Parks, to approve the minutes of the regular meeting held August 20, 2019.

Motion carried.

CORRESPONDENCE:

There was no discussion of the correspondence.

TREASURER’S REPORT – C. Burkett:

Balances in each bank account were reported. Bills to be approved for payment from the operations account totaled \$250,262.38. Bills to be approved for payment from escrow accounts totaled \$2,520.84.

MOTION by Mr. Bruner, second by Mr. Gregg, to accept the Treasurer’s Report and approve the payment of bills from the Operations Account totaling \$250,262.38, and from the Escrow Accounts totaling \$2,520.84.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

LEGAL REPORT – John A. Alice, Esquire:

Mr. Alice confirmed that he will work on the policy for private force mains with Mr. Palgutta and Mr. Krebs.

730 Holdings LLC – Mr. Alice and Mr. Baker went to the Land Use Board meeting last month, expecting that the application filed by the 730 Holdings group for a major subdivision of the “Prickett” property would be addressed. Unfortunately, the hearing was postponed for a month. Mr. Alice cannot attend the meeting and recommended that Mr. Baker go instead, to insure that the applicant pays

connection fees for the connections that have already been made. Mr. Alice also advised that 730 Holdings, LLC will request an installment payment plan for the connection fees.

MOTION by Mr. Burkett, second by Mr. Voltaggio, to extend installment payment plans for connection fees to commercial endeavors.

Roll Call Vote:	Parks	No
	Bruner	No
	Sheehan	No
	Burkett	No
	Gregg	No

Motion failed.

Easement between Fairview Dr. and Mantua Blvd. – Mr. Alice confirmed that the sewer easement on the former Electric Mobility site was never recorded. Mr. Baker cleared the area and Mr. Palgutta will see that it is surveyed.

Group 730 Holdings – The Group will be applying for a minor subdivision of the former Pricket property. At this point they don’t even know where they will need sewer. When they are ready to move forward, the standard “residential easement” will be used.

Policy on Private Mains – the Authority has a policy now, more or less, for private mains that run under Township roads. The “residential easement” was drawn up just for that purpose.

ENGINEER’S REPORT – David Palgutta:

There were no developments to report for the Verizon, Country Gardens and Legends projects.

Barnsboro Sewer Extension – The plan is to advertise for bids on September 27, open the bids on October 28, and award the contract at the November Board meeting. Approval of the advertising and bid schedule was received from the SED section of DEP. However, the other arm of DEP has not yet issued their authorization to advertise. If authorization isn’t received soon enough, the advertisement may be delayed a little, and the rest of the dates would shift back a bit also. The information packages for residents will probably go around the same time the ad runs.

Ms. Baldassarre and Ms. Rhodes wanted to know when residents could expect the contractor to break ground. The contractor will have 180 days to complete the project. The exact date of groundbreaking could be affected by weather, the winter holidays, and the contractor’s plans. More will be known after the pre-construction meeting.

Austin St. Sewer Station – The engineers are preparing the permit documentation.

Royal Oaks Sewer Station – The engineer needs to answer some Green Acres questions for DEP before moving on to the environmental review planning.

FOREMAN’S REPORT – William Krebs:

Water service may be extended to Hillside Terrace. The Foreman prepared a survey to gauge residents’ interest in having public water extended to their neighborhood. There are three pending resolutions for emergency repairs to the systems. Well 6A and Well 7 have failed. These wells, along with Well 8, feed the treatment plant. Well 8 can’t produce enough water on its own for the plant, therefore, the plant and Well 8 have also been temporarily shut down. The reason for the well failures is not yet known. The pump at Well 7 will be pulled and inspected next week. Both wells need to be repaired as soon as possible. The sewer main on Winslow Rd. collapsed and had to be repaired immediately so as not to cause a health hazard. The crew started the job, dug down a good six to seven feet, but still hadn’t reached the collapse. At that point the Foreman determined that the collapse was too deep for them to get to safely. (According to OSHA standards they shouldn’t dig more than 6 feet without shoring.) The Foreman pulled the crew and called in a company that could do the job safely

EXECUTIVE DIRECTOR’S REPORT – William Krebs:

A summary of the proposed budget was sent to the Board for review prior to the meeting. There are eleven resolutions for consideration.

RESOLUTIONS:

MOTION by Mr. Burkett, second by Mr. Parks, to adopt **Resolution 2019-37**, authorizing the late introduction of the budget.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Burkett, to adopt **Resolution 2019-38**, approving the budget for fiscal year 2019-20.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Sheehan, to adopt **Resolution 2019-39**, authorizing payment of the surplus of the Authority’s budget for the 2019 fiscal

year to the Township in the amount of \$94,786 from the Water Budget and \$95,659 from the Sewer Budget.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Parks, to adopt **Resolution 2019-40**, authorizing a merit pay increase of \$0.75 per hour for Ray Ledrich, effective October 6, 2019.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Burkett, second by Mr. Parks, to adopt **Resolution 2019-41**, amending employee salary ranges, effective October 6, 2019.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Parks, to adopt **Resolution 2019-42**, authorizing the repair of the sewer main on Winslow Rd by Pioneer Pipe Contractors, at a cost of \$11,997.75, without competitive bidding due to the emergent need for repairs.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Parks, to adopt **Resolution 2019-43**, reclassifying Jeff Baker to Superintendent.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes

Gregg Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Sheehan, to adopt **Resolution 2019-44**, certifying that the Authority Board reviewed the annual audit report for the fiscal year ending September 30, 2018.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Parks, second by Mr. Bruner, to adopt **Resolution 2019-45**, authorizing emergency repairs to Well #6A without competitive bidding.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Burkett, second by Mr. Parks, to adopt **Resolution 2019-46**, authorizing emergency repairs to Well #7 without competitive bidding.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Parks, second by Mr. Sheehan, to adopt **Resolution 2019-47**, offering each employee of the Authority a choice between a 3% cost of living pay increase or a decrease in the employee’s contribution toward insurance costs to of 1.5% of the employee’s base salary.

Roll Call Vote:	Parks	Yes
	Bruner	Abstain
	Sheehan	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

NEW BUSINESS:

There was no discussion of new business.

OLD BUSINESS:

There was no discussion of old business.

ADJOURNMENT:

MOTION by Mr. Sheehan, second by Mr. Parks, to adjourn the meeting at 5:40 p.m.

Motion carried unanimously.

Respectfully submitted:



Tim Sheehan, Secretary

ATTEST:



Susan Novick, Recording Secretary

Recorded and prepared by Susan Novick

Approved at the meeting held on October 15, 2019