

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
DECEMBER 19, 2017 - OPEN SESSION**

Edward Hill, Vice-Chairman opened the December 19, 2017 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, 2017 to January 31, 2018 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 Hill, requested a roll call which revealed the following Members present:

Ray Guy, William Drew, Brian Toliver, 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 November 21, 2017 meeting were presented.
There were no questions.

On motion by Mr. Drew seconded by Mr. Guy, it was moved to approve the minutes for the November 21, 2017 meeting.

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 December 19, 2017 meeting were reviewed and discussed.

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to approve the December 19, 2017 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 current projects and key action items:

A letter dated December 12, 2017 was prepared and sent to the LTMUA recommending approval of the amended F2 application for the Lakeside Property Investments, LLC (Foodcomm International) Phase 2 expansion project located at 2600 Oldmans Creek Road, Logan Township, NJ

On motion by Mr. Drew seconded by Mr. Guy, it was moved to approve the F2 application for the Lakeside Property Investments, LLC (Foodcomm International) Phase 2 expansion project

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

MOTION CARRIED: 4-0-0

Mr. Bradley refers to his letter dated December 15, 2017 to Christopher Whalen regarding the SBR Expansion Project Proposal for Construction Administration Services. The letter states the Construction Administrative Services is a shared service agreement with Remington & Vernick Engineers (R&V). Background information is presented in the letter followed by the proposed Scope of Work and Cost Proposal.

Solicitor's Report:

Mr. DiMuzio presented the following resolutions:

RESOLUTION 74-17: AUTHORIZING THE EXECUTION OF A RISK MANAGEMENT CONSULTANT AGREEMENT WITH MICHAEL AVALONE OF CONNER STRONG COMPANIES, INC. FOR THE NEW JERSEY UTILITIES AUTHORITY JOINT INSURANCE FUND

On motion by Mr. Drew seconded by Mr. Toliver, it was moved to authorize the execution of a risk management consultant agreement with Michael Avalone of Conner Strong Companies, Inc. for the New Jersey Utilities Authority Joint Insurance Fund

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

MOTION CARRIED: 4-0-0

RESOLUTION 75-17: INCREASING WAGES FOR EMPLOYEES OF THE AUTHORITY

On motion by Drew seconded by Mr. Guy, it was moved to table Resolution 75-17 to the January 23, 2018 meeting.

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

MOTION CARRIED: 4-0-0

RESOLUTION 76-17: AWARDING A CONTRACT TO EASTERN ENVIRONMENTAL CONTRACTORS, INC. FOR 0.5 MGD WATER RECLAMATION FACILITY EXPANSION

On motion by Mr. Drew seconded by Mr. Guy, it was moved to award a contract to Eastern Environmental Contractors, Inc. for 0.5 mgd Water Reclamation Facility Expansion

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

MOTION CARRIED: 4-0-0

RESOLUTION 77-17: AUTHORIZING THE TRANSFER OF FOUR (4) SEWER CONNECTION UNITS FROM DP PARTNERS LOGAN I, LLC TO LOGAN VIII E, LLC (OWNER AND LANDLORD) FOR USE BY KENCO LOGISTICS, TENANT, AT 395 PEDRICKTOWN ROAD, IN LOGAN TOWNSHIP, GLOUCESTER COUNTY, NEW JERSEY

On motion by Mr. Drew seconded by Mr. Guy, it was moved to authorize the transfer of (4) sewer connection units from DP Partners Logan I for use by Kenco Logistics

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

MOTION CARRIED: 4-0-0

RESOLUTION 78-17: LTMUA RESOLUTION AUTHORIZING THE SALE OF PERSONAL PROPERTY (A 2001 DODGE RAM TRUCK WITH PLOW & CRANE AND A 2003 FORD PICKUP TRUCK WITH PLOW) OWNED BY THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BUT DETERMINED TO BE NO LONGER NEEDED FOR PUBLIC USE

On motion by Mr. Drew seconded by Mr. Toliver, it was authorized to sell personal property (2001 Dodge Ram Truck with plow and crane and 2003 Ford Pickup Truck with plow) owned by the LTMUA

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

MOTION CARRIED: 4-0-0

RESOLUTION 79-17: AUTHORIZING THE LOGAN TOWNSHIP MUA ENGINEER (KLEINFELDER) TO PROVIDE CONSTRUCTION ADMINISTRATION SERVICES RELATED TO THE 0.5 MGD FACILITY EXPANSION (ETF-1 PROJECT) AND AUTHORIZING A TOTAL FEE NOT TO EXCEED \$413,470.00

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

RESOLUTION 80-17: AUTHORIZING A MEETING CLOSED TO THE PUBLIC

On motion by Mr. Drew seconded by Mr. Guy, 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

Executive Director's Report:

Mr. Whalen reports on December 13, 2017 he and Mrs. Schultz attended the Local Finance Board Meeting in Trenton, NJ. The Local Finance Board unanimously approved funding for the 0.5 mgd Plant Expansion Project. They complimented the LTMUA on their financials and for using the surplus towards the funding.

Mr. Whalen says the MUA is looking to upgrade the website. Three companies have come to the MUA and are presenting proposals.

Mr. Whalen and Mrs. Schultz met with Verizon to replace the T1 line and telephones.

Mr. Whalen says the Farmer who leases the land would like to lease in 2018. The Board agrees but wants the LTMUA to get proof of insurance.

Business Manager's Report:

Mrs. Schultz asks if the Board has any questions on her report. There were no questions.

Mrs. Schultz says the Budget for 2018 was approved by the State of New Jersey and will be adopted at the January 23, 2018 board meeting.

Superintendent's Report:

Mr. Whalen reports the 0.5 mgd Plant Expansion Bid opening was on December 5, 2017.

Mr. Whalen says two employees received pay increases:

Michael Collins, Jr. received \$.50 per hour for passing the C1 License Exam
Dan Dell received \$1.00 per hour for completing 2 parts of the Wastewater Courses.

Mr. Whalen says the MUA is looking to sell 2 trucks (2001 Dodge Ram and 2003 F250). The trucks are diesel with plows and are costing the MUA money. Both trucks have been replaced.

Mr. Whalen says he would like to discuss with the Board a Personnel matter that took place.

On motion by Mr. Drew, seconded by Mr. Guy it was moved at 8:22 p.m. to go into closed session

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 at 8:27 p.m. to go out of closed session

RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, and Mr. Hill
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. 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. Guy, it was moved to close the meeting to the public

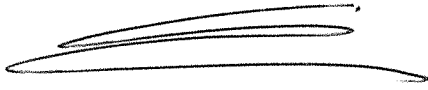
RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew, and Mr. Hill
Nay: None
Abstain: None

MOTION CARRIED: 4-0-0

On motion by Mr. Drew seconded by Mr. Guy, it was moved to adjourn the meeting at 8:28 p.m.

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

MOTION CARRIED: 4-0-0

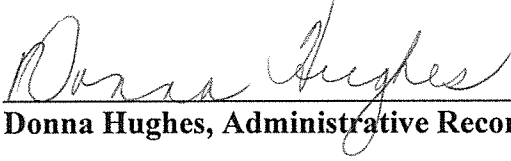


Edward Hill, Vice Chairman



William Drew, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative Recorder

