

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
JULY 25, 2017 - OPEN SESSION**

Russell Burke, Chairman opened the July 25, 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:**

Chairman Burke, requested a roll call which revealed the following Members present:

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

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

Mr. Hill arrived at the meeting at 7:08 p.m.

**Approval of Minutes:**

The minutes for the June 27, 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 June 27, 2017 meeting.

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

MOTION CARRIED:   3-0-1

**Payment of Bills:**

The bills presented for payment of the July 25, 2017 meeting were reviewed and discussed.

On motion by Mr. Drew seconded by Mr. Hill, it was moved to approve the July 25, 2017 bill list for all authorized bills.

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

MOTION CARRIED: 4-0-0

**Engineer's Report:**

Mr. Bradley reports there are no recommendations for service applications and inspections.

Mr. Bradley summarizes the current projects:

The Protective Coating Replacement Project is nearing completion.

The Effluent Force Main Replacement Project – the plans are 90% complete.

The Kings Landing Regional Center – Capacity Evaluation for Woolwich Township – a feasibility study has been completed.

**Solicitor's Report:**

Mr. DiMuzio presented the following resolutions:

RESOLUTION 41-17: RESOLUTION CERTIFYING TO THE LOCAL FINANCE BOARD OF THE STATE OF NEW JERSEY THAT EACH BOARD MEMBER HAS PERSONALLY REVIEWED THE ANNUAL REPORT OF AUDIT FOR THE YEAR ENDED JANUARY 31, 2017

On motion by Mr. Drew seconded by Mr. Guy, it was moved to certify that each board member has personally reviewed the annual Audit for the year ended January 31, 2017

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

MOTION CARRIED: 4-0-0

RESOLUTION 42-17: RESOLUTION OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORIZING A MEETING CLOSED TO THE PUBLIC

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

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

MOTION CARRIED: 4-0-0

It was moved to go into closed session at 7:27 p.m.

On motion by Mr. Drew seconded by Mr. Hill, it was moved to go out of closed session at 8:05 p.m.

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

RESOLUTION 43-17: RESOLUTION OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORIZING A SALARY INCREASE FOR THE SUPERINTENDENT AND BUSINESS MANAGER

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

**Executive Director's Report:**

Mr. Whalen reports the Personnel Manual is completed and distributed to the Solicitor and Board Members for review.

The Rules and Regulations have been reviewed and revised. The revisions will be given to the Policy Committee for review by the end of August.

The .5 Plant Upgrade Project – this project should be out to bid by the first week in August.

Mr. Whalen reports:

The JIF Inspection Report states the LTMUA is making good progress with most elements covered by the new NJUA JIF Safety Incentive Program. The MUA was commended on the “outstanding” safety program. There are no Suggestions for Improvement.

The LTMUA passed the NJDEP Lab Proficiency Test for 2017.

**Business Manager's Report:**

Mrs. Schultz asks if there are any questions on her report. There were no questions.

Mrs. Schultz reports:

Two employees - Carmen Sceno and Stephen Semple will be receiving a raise for completing the Wastewater courses.

A candidate has been selected for the Administrative Clerk position.

**Superintendent's Report:**

Mr. Whalen reports:

The plant is running very well.

The Protective Coating Painting Project should be complete by the end of the month.

Mr. Whalen says that while he was on vacation, Terry Kucenski has done a great job. The employees have worked very hard on getting a lot of open jobs completed.

Mr. Whalen says he requested 5 Safety classes to be held at the Authority in 2018, but the host will be determined later. Mr. Whalen says JIF appointed him the main Safety contact for the Authority and Terry Kucenski is now the Safety Coordinator.

**Personnel Committee Report:**

None

**Committee Report:**

None

**Old Business:**

None

**New Business:**

None

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

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

MOTION CARRIED: 4-0-0

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

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


MOTION CARRIED: 4-0-0

On motion by Mr. Hill seconded by Mr. Drew, it was moved to adjourn the meeting at 8:22 p.m.

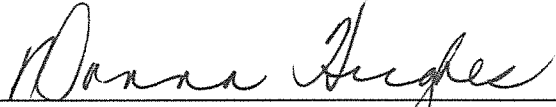
RECORDED VOTE: Aye: Mr. Guy, Mr. Drew, Mr. Hill and Mr. Burke  
Nay: None  
Abstain: None

MOTION CARRIED: 4-0-0

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

  
\_\_\_\_\_  
William Drew, Secretary/Treasurer

Respectfully Submitted,

  
\_\_\_\_\_  
Donna Hughes, Administrative Recorder