

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
MEETING MINUTES  
November 25, 2014 - OPEN SESSION**

Chairperson Frank Servais opened the November 25, 2014 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, 2014 to January 31, 2015 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:**

Chairperson Servais requested a roll call which revealed the following Members present: Edward Hill, Art Smith, and Frank Servais. Edward Bickerdyke and Russell Burke recorded as absent.

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

**Approval of Minutes:**

The minutes for October 28, 2014 meeting were presented.

There were no questions.

On motion by Mr. Hill, seconded by Mr. Smith, it was moved to approve the minutes for October 28, 2014.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

The minutes for the November 17, 2014 Special Meeting were presented.

There were no questions.

On motion by Mr. Hill, seconded by Mr. Smith, it was moved to approve the minutes for the November 17, 2014 Special Meeting.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

**Payment of Bills:**

The bills presented for payment of the November 25, 2014 Bill List were reviewed and discussed.

On motion by Mr. Hill, seconded by Mr. Smith, it was moved to approve the November 25, 2014 bill list for all authorized bills.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

**Engineer's Report:**

Mr. Bradley reports:

The F2 application and related documents were reviewed for the Commodore Business Center Project located along Commodore Drive in Logan Township.

Data was reviewed from a potential trucked-in-waste discharger and provided feedback and potential concern of hazardous waste compound. The hazardous waste compound if passed through the plant untreated could be very problematic.

The Jefferson Lane Entrance Reconfiguration project will go out to bid in January. The estimated time frame to complete this project is 3 months.

The Water Reclamation Facility Protective Coating Replacement Project – the design documents should be complete in the next couple of weeks.

Mr. Servais asks the Board to make a motion to amend the contract price for Design Services for the Jefferson Lane Reconfiguration Project from \$40,700 to \$52,700 for retaining walls and geotechnical investigation.

On motion by Mr. Smith, seconded by Mr. Hill it was moved to amend the contract by \$12,000 for the geotechnical investigation.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

**Solicitor's Report:**

Mr. DiMuzio presented the following resolutions:

RESOLUTION 38-14 OF THE LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY 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. Hill seconded by Mr. Smith, it was moved to approve Resolution 38-14 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.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

RESOLUTION 39-14 AUTHORIZING THE TRANSFER OF THIRTY-FOUR (34) UNUSED SEWER CONNECTION UNITS BY LIBERTY PROPERTY DEVELOPMENT CORPORATION FOR USE AT ITS PROPERTY LOCATED AT 2277 CENTER SQUARE ROAD, TO BE OCCUPIED BY AMAZON.COM.DEDC IN LOGAN TOWNSHIP, GLOUCESTER COUNTY, NJ

On motion by Mr. Hill seconded by Mr. Smith, it was moved to approve Resolution 39-14 authorizing the transfer of thirty-four (34) unused sewer connection units.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

**Executive Director's Report:**

Mr. Weber reports on Tuesday, November 25, 2015 the MUA had a surprise visit from OSHA. The OSHA Inspector found a few minor violations but was impressed with the facility and the staff's cooperativeness in fixing things while he was here.

Mr. Weber asks the Board if it OK to have the Employee Appreciation Lunch. The Board approved the Employee Appreciation Lunch.

Mr. Weber says he has a request from the staff to close Friday, December 26, 2014. The staff is willing to use vacation time. The Board approved as long as the staff use their personal/vacation time and the plant will be covered on the weekend schedule.

Mr. Weber refers to the American Tower proposal that he submitted to the Finance Committee. He is waiting on feedback or acceptance from the Finance Committee before he submits to the Board for final approval. A copy of the proposal was provided in the Board packet for their review. Mr. Weber says he gave a copy to Mr. DiMuzio to review the legalities. The Board agreed to have Mr. Weber contact American Tower asking for a contract of Option 1 for legal review.

On motion by Mr. Hill seconded by Mr. Smith, it was moved to have Mr. Weber contact American Tower for a contract of Option 1 for legal review.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None  
MOTION CARRIED: 3-0-0

**Business Manager's Report:**

Mrs. Schultz asks if there are any questions on her report. The Board has no questions.

**Superintendent's Report:**

Mr. Whalen reports the plant is running very well. Mr. Whalen reports the staff has the Toolbox talks each month as well as training. Mr. Whalen reports on the OSHA inspection and commends his staff for following all the safety guidelines.

Mr. Servais says he would like to commend the staff on the good job they are doing in reference to the OSHA inspection.

**Correspondence:**

None

**Personnel Committee Report:**

None

**Construction Committee Report:**

None

**Old Business:**

None

**New Business:**

None

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

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None  
MOTION CARRIED: 3-0-0

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

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais

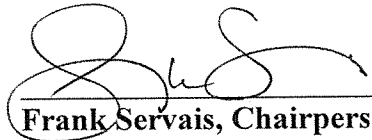
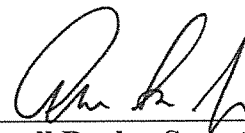
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

On motion by Mr. Hill, seconded by Mr. Smith, it was moved to adjourn the meeting at 7:53 p.m.

RECORDED VOTE: Aye: Mr. Hill, Mr. Smith, and Mr. Servais  
Nay: None  
Abstain: None

MOTION CARRIED: 3-0-0

  
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Frank Servais, Chairperson  
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Russell Burke, Secretary/Treasurer

Respectfully Submitted,

  
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Donna Hughes, Administrative Recorder