

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REORGANIZATION MEETING MINUTES  
FEBRUARY 26, 2019-OPEN SESSION**

The Superintendent Christopher Whalen opened the February 26, 2019, 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, 2019 to January 31, 2020 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: Edward Hill, William Drew, Brian Toliver and Ray Guy. Russell Burke reported as absent.

Other meeting attendees included: Kenneth DiMuzio, Sr.-Solicitor, Joseph Slachetka-Solicitor, Timothy Bradley-Engineer, Christopher Whalen-Superintendent and Donna Hughes-Administrative Assistant.

Carly Schultz- Business Manager reported as absent.

Mr. Whalen asked for a motion to suspend the regular order of business to elect officers and to administer the Oath of Office to Brian Toliver.

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

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

MOTION CARRIED: 3-0-0

Mr. DiMuzio administered the Oath of Office to Brian Toliver.

The Board members and other attendees congratulated Brian Toliver.

Mr. Hill arrived to the meeting at 7:06 p.m.

**Nominations for Board positions:**

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

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

MOTION CARRIED: 4-0-0

Mr. Hill nominated Mr. Burke as Chairperson.

On motion by Mr. Hill, seconded by Mr. Drew, it was moved to appoint Mr. Burke as the LTMUA Chairperson for the fiscal year February 1, 2019 through January 31, 2020.

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

MOTION CARRIED: 4-0-0

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

Mr. Hill 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. Toliver, 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 Mr. Hill.

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

MOTION CARRIED: 3-0-1

Mr. Hill 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 and Mr. Hill  
Nay: None  
Abstain: Mr. Drew

MOTION CARRIED: 3-0-1

**Committee Appointments :**

Mr. Hill tabled the Committee appointments for 2019 until the next meeting.

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

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

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

**Approval of Minutes:**

The minutes for the January 22, 2019 meeting were presented.  
There were no questions.

On motion by Mr. Drew, seconded by Mr. Toliver it was moved to approve the minutes for January 22, 2019

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 February 26, 2019 meeting were reviewed and discussed.

On motion by Mr. Drew, seconded by Mr. Guy it was moved to approve the February 26, 2019 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 reports on the following:

The Hidden Creek Project – Tochi Consulting Engineers provided inspection services related to a sewer pipe sag issue.

On motion by Mr. Drew, seconded by Mr. Guy it was moved to authorize Chris Whalen to contact Orleans, the Hidden Creek builder to put approximately \$20,000 in escrow to cover the costs to annually clean the line due to the sag in the line. If Orleans agrees to the escrow, Ken DiMuzio will prepare the documents.

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

MOTION CARRIED: 4-0-0

The Effluent Force Main Replacement Project – completed permit applications and made final revisions to the civil design drawings. This project should go out to bid in the Spring 2019.

The SBR Expansion Project – Eastern Environmental requested an extension of time on the start-up date. Kleinfelder is evaluating the merits of the request and will get back to the Authority with their opinion on that.

Mr. Bradley explains the Proposal for the Outfall Capacity Evaluation. This proposal was prepared to perform a capacity evaluation of the Valtris Outfall Modifications.

On motion by Mr. Toliver, seconded by Mr. Guy, it was moved to proceed and approve Kleinfelder's scope of work cost proposal for the Capacity Evaluation of the Valtris Outfall. The cost proposal is \$29,790 which will not be exceeded without the LTMUA's prior approval.

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

MOTION CARRIED: 4-0-0

**Solicitor's Report:**

Mr. DiMuzio presents the following resolutions:

- Resolution 01-19: Appointing Kenneth A. DiMuzio, Sr. as Solicitor
- Resolution 02-19: Establishing Date, Time & Location for Regular Meetings
- Resolution 03-19: Appointing Official Newspapers
- Resolution 04-19: Authorizing the Superintendent to act as the Authorized Representative
- Resolution 05-19: Establishing the agenda of the regular meetings
- Resolution 06-19: Establishing fees for copies of reports and documents
- Resolution 07-19: Appointing Depository and Operating Account Bank
- Resolution 08-19: Authorizing various purchases under state contract
- Resolution 09-19: Appointing Fulton Bank as its escrow agent
- Resolution 10-19: Authorizing the Superintendent & Business Manager to Execute Checks
- Resolution 11-19: Authorizing Board Members to Execute Checks
- Resolution 12-19: Establishing a Cash Management Plan
- Resolution 13-19: Authorizing Participation in the NJ Cooperative Purchasing Program
- Resolution 14-19: Appointing Trustee
- Resolution 15-19: Appointing Auditor
- Resolution 16-19: Appointing Engineer
- Resolution 17-19: Write Off Trucked-In Waste Balance
- Resolution 18-19: Transfer 4 Units from DP Logan I to Logan IX Q

On motion by Mr. Drew seconded by Mr. Hill, it was moved to approve Resolution 01-19 thru and including Resolution 18-19

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

The Board agreed to go into closed session to discuss the Birch Creek Tide Gates.

Resolution 19-19: 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. Toliver, Mr. Drew and Mr. Hill  
Nay: None  
Abstain: None  
MOTION CARRIED: 4-0-0

On motion by Mr. Toliver seconded by Mr. Guy it was moved to go into closed session at 7:53 p.m.

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. Toliver seconded by Mr. Guy it was moved to go out of closed session at 8:46 p.m.

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

**Superintendent's Report:**

Mr. Whalen reports:

The plant continues to see higher than normal flows. The MUA is trying to find the source or sources of the higher than normal flows.

Mr. Whalen says Mrs. Schultz will be out of work until the end of March 2019. Mrs. Schultz had foot surgery and will be working from home. Mr. Hill and Mr. Toliver advised Mr. Whalen to present the FMLA option to Mrs. Schultz.

Mr. Whalen says the official letter came from the NJWEA confirming the LTMUA has been selected to receive the George W. Burke Jr. Award. Mr. Whalen asks the Board if the MUA can close early on May 6, 2019 so the entire staff can go to Atlantic City to receive the award. Mr. Whalen says, "safety is a team effort and not just one person should be recognized for this prestigious award". The Board is in agreement.

**Business Manager's Report:**

Mr. Whalen presents Mrs. Schultz's report and asks if the Board has any questions. The Board had no questions.

**Correspondence**

None

**Committee Report:**

None

**Construction Committee Report:**

None

**Personnel 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

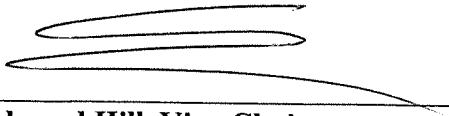
On Motion by Mr. Drew seconded by Mr. Toliver, it was moved to close the meeting to the public


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. Hill, seconded by Mr. Drew it was moved to adjourn the meeting at 8:55 p.m.

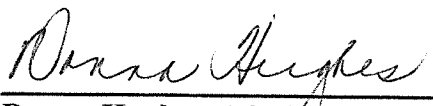
RECORDED VOTE:   Aye:     Mr. Guy, Mr. Toliver, Mr. Drew and Mr. Hill  
                      Nay:     None  
                      Abstain:  None

MOTION CARRIED:  4-0-0

  
\_\_\_\_\_  
Edward Hill, Vice-Chairman

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

Respectfully Submitted,

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

*[Faint circular stamp, possibly a seal or official mark]*