

**LOGAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
MARCH 26, 2019 - OPEN SESSION**

Russell Burke, Chairman opened the March 26, 2019 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:

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

Ray Guy, Brian Toliver, William Drew, and Russell Burke.

Edward Hill reported as absent.

Other meeting attendees included: Joseph Slachetka-Solicitor, Christopher Whalen-Superintendent and Donna Hughes-Administrative Assistant

Timothy Bradley-Engineer and Carly Schultz-Business Manager reported as absent.

Approval of Minutes:

The minutes for the February 26, 2019 meeting were presented

On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to approve the minutes for the February 26, 2019 meeting.

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

Payment of Bills:

The bills presented for payment of the March 26, 2019 Bill List were reviewed and discussed.

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

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

Engineer's Report:

Mr. Bradley was not present to present the Engineer's report.

Solicitor's Report:

Mr. Slachetka presents the following resolutions:

RESOLUTION 20-19: HIDDEN CREEK – Tabled to the April 23, 2019 Meeting

RESOLUTION 21-19: AUTHORIZING CLOSURE OF ESCROW ACCOUNTS AND THE RETURN OF ANY REMAINING BALANCES TO THE DEPOSITOR

On motion by Mr. Drew, seconded by Mr. Toliver, it was moved to authorize closure of Escrow Accounts and the return of any remaining balances

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

MOTION CARRIED: 4-0-0

RESOLUTION 22-19: SETTING FORTH AND AUTHORIZING A NON-SMOKING POLICY

On motion by Mr. Guy, seconded by Mr. Toliver it was moved to set forth and authorize a Non-Smoking Policy

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

MOTION CARRIED: 4-0-0

RESOLUTION 23-19: AUTHORIZING THE BUSINESS MANAGER TO WRITE OFF ACCOUNTS OF CUSTOMERS WHO HAVE FILED BANKRUPTCY

On motion by Mr. Drew, seconded by Mr. Guy, it was moved to authorize the Business Manager to write off accounts of customers who have filed bankruptcy

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

MOTION CARRIED: 4-0-0

RESOLUTION 24-19: APPOINTING MCMANIMON, SCOTLAND & BAUMANN, LLC TO THE POSITION OF BOND COUNSEL FOR THE AUTHORITY AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES

On motion by Mr. Drew, seconded by Mr. Guy, it was moved to appoint McManimon, Scotland & Baumann, LLC. to the position of Bond Counsel for the Authority and authorizing an agreement for professional services

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

Superintendent's Report:

Mr. Whalen reports:

Mr. Whalen attended a meeting with the Township Engineer and NJDEP in Trenton for the Birch Creek Meadows. The State does not want anything done right now because of the Environmental issues - the endangered Eagle and endangered fish. The Engineer is looking into getting an emergency permit. If the emergency is justified, the engineer will be allowed to move only 25 cubic yards in front of the gate and cannot do anything else until the permits have been issued.

Mr. Whalen says the Plant is struggling operationally with the high flow coming into the plant.

Mr. Whalen asks the Board to establish the Committee Appointments for 2019. Mr. Whalen says a new committee (Allocation Policy) will be added for 2019.

Mr. Burke asks the Board members if they would like to change committees. The Board agreed to keep the committees status quo. Mr. Whalen will email Mr. Hill informing him of the committees he is assigned.

Mr. Burke announced the Committee appointments for 2019. The following list was determined for each Committee.

Personnel Committee:

Brian Toliver – Member
Edward Hill - Member
Russell Burke – Ad Hoc Member

Finance & Budget Committee:

Edward Hill – Member
William Drew – Member
Russell Burke – Ad Hoc Member

**Construction & Future
Development Committee:**

Ray Guy – Member
Will Drew – Member
Russell Burke – Ad Hoc Member

Policy Committee:

Brian Toliver – Member
Ray Guy – Member
Russell Burke – Ad Hoc Member

Allocation Policy Committee:

Will Drew – Member
Edward Hill – Member
Russell Burke – Ad Hoc Member

Mr. Whalen says he would like to create 2 new Foreman positions – one for Operations and the other for Maintenance. He would like to train within and fill these positions, so when Terry retires they will be able to run the plant in Chris's absence. Mr. Toliver suggests a skill matrix to determine the gap analysis. The Board determines they will revisit the new job descriptions/positions in 2 months.

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

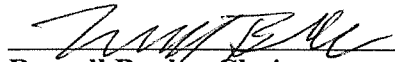
RECORDED VOTE: Aye: Mr. Guy, Mr. Toliver, Mr. Drew and Mr. Burke
 Nay: None
 Abstain: None
MOTION CARRIED: 4-0-0

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. Burke
 Nay: None
 Abstain: None
MOTION CARRIED: 4-0-0

On motion by Mr. Drew seconded by Mr. Toliver it was moved to adjourn the meeting at 8:14 p.m.

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




Russell Burke, Chairman



William Drew, Secretary/Treasurer

Respectfully Submitted,



Donna Hughes, Administrative