

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

April 17, 2013

The regular meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, April 17, 2013 in the Authority office.

Chairman Walker called the meeting to order at 4:30 PM, and Pledge of Allegiance by the Board.

Roll Call: Cmmr. Eddie Campbell, Jr. (Present), Cmmr. Anthony Clemons (Arrived at 5:09), Sr., Chairman, James H. Gray (Present) , Vice Chairman, Dennis W. Reiter (Present), Cmmr. Christopher Walker (Present), Alt. Cmmr. T. Wayne Scott (Present) and Alt. Cmmr. Jacqueline Jennings (Present).

Others attending were: Michael A. Armstrong, Secretary, Russell Litchenstein Labor Counsel, Joseph S. Bateman, Executive Director, and James Mackie, Director of Operations.

Chairman Walker instructed the Secretary to read the following statement: Public notice of the meeting, pursuant to the Open Public Meetings Act, has been given by the Authority in the following manner:

A. Posting written notice on the official bulletin board of the Authority building.

B. Mailing written notice to the Municipal Clerks of Willingboro and Westampton Townships, Secretary of Edgewater Park Sewage Authority, and the Executive Director of the Mount Laurel Municipal Utilities Authority.

C. Publishing a Public Notice in the Burlington County Times.

D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Motion: A Motion is made by Cmmr. Gray and seconded by Cmmr. Campbell to approve the Minutes of Special Meeting, February 13, 2013.

Roll Call Vote: Cmmr. Campbell, AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Campbell to approve the Minutes of the Regular Meeting, February 20, 2013.

Roll Call Vote: Cmmr. Campbell, AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Motion: A Motion is made by Alt. Cmmr. Jennings and seconded by Cmmr. Campbell to approve the minutes of the Special Meeting, March 6, 2013.

Roll Call Vote: Cmmr. Campbell, AYE; Cmmr. Gray, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Motion: A Motion is made by Cmmr. Gray and seconded by
Cmmr. Campbell to approve the Minutes of the Meeting, March 20, 2013.

Roll Call Vote: Cmmr. Campbell, AYE; Cmmr. Gray, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: Minutes held for approval for further clarification of
issues.

Motion: A Motion is made by _____ and seconded by
Cmmr. _____ to approve the minutes of Special Meeting March 21,
2013.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE,
Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: Amended the Minutes for Cmmr. Clemons arrival
time.

Motion: A Motion is made by Cmmr. Reiter and seconded
by Cmmr. Campbell to receive and file the Treasurer's Report for March.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt Cmmr. Jennings.

Discussion: Cmmr. Reiter stated that Page two (2) normally
shows how much interest on bonds is shown.

Motion: A Motion is made by Cmmr. Reiter and seconded
by Cmmr. Gray to receive and file the Operations and Maintenance report
for March.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Motion: A Motion is made by Cmmr. Campbell and seconded by Alt. Cmmr. Jennings to appoint special auditor, Brent Lee and Authority physician, Woodbury Medical.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None. D. Reiter about salary of Spcl. Auditor. Not to exceed figure.

Motion: A Motion is made by Cmmr. Reiter and seconded by Alt. Cmmr. Jennings for Financial Group Phoenix Advisors, L.L.C.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Motion: A Motion is made by Alt. Cmmr. Jennings and seconded by Cmmr. Campbell for CME Associates as Consulting Engineer.

Roll Call Vote: Cmmr. Campbell, Jr., AYE; Cmmr. Gray, AYE; Cmmr. Reiter, ABSTAIN; Cmmr. Walker, AYE; Alt. Cmmr. Jennings, AYE.

Discussion: None.

Comments from the public: Jacqueline Paul of 202 Millbrook Drive came back from after attending the meeting last month. She reminded the Board that she received a bill for \$2,000 due to an unknown water leak that has since been repair. She was directed by the

Board to speak to Mr. Bateman at last month's meeting and is not satisfied with Joe Bateman's response. The Board agreed to discuss her case in closed session and get back to her after returning from closed session.

Raymond Finley of 28 Blueberry Lane wanted to know why the Board had not acted upon his suggestion to remove the Fluoride from the water processed by the Authority. The Chairman advised Mr. Finley that the matter was being discussed with the Township.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Gray to consider Resolution #2013- authorizing award of a three-year contract for sludge hauling.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 - ____

HAULING OF WASTEWATER SLUDGE

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the New Jersey Public Contracts Law (P.L. 1971, Chapter 198) and did in fact receive proposals for wastewater sludge hauling and

WHEREAS, a three-year proposal was received from Woolston Company (\$155 for years one and two, \$160 for year three) and

WHEREAS, Woolston Company submitted the only bid and

WHEREAS, it is in the Authority's best interest to accept the lowest proposal.

NOW, THEREFORE BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day April, 2013 that:

1. The Executive Director authorized to enter into a three-year contract with the low bidder Woolston Company.

2 This resolution be made a part of the minutes of this public meeting

Christopher P Walker, Chairman

ATTEST:

Michael A. Armstrong, Secretary

CERTIFICATE OF AVAILABILITY OF FUNDS FOR CONTRACTS

As required by N.J.S.A 40A: 4-57, N.J.A.C 5:30-14.5, and any other applicable requirements, I, Joseph Jacobs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY have ascertained that there are now available sufficient funds to award contracts in the form of Purchase Orders between the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY and Woolston. The money necessary to fund said contract is in an amount not to exceed \$150,000 funds shall be charged to the following line item appropriation or account number:

OPERATING FUND, ACCOUNT NUMBER 01- 200-7330-6

<u>May 1 through December 31, 2013</u>	<u>\$27,000</u>
<u>January 1 through December 31, 2014</u>	<u>\$40,300</u>
<u>January 1 through December 31, 2015</u>	<u>\$45,000</u>
<u>January 1 through April 30, 2016</u>	<u>\$37,700</u>

These same funds are not being certified as being available for more than one (1) contract

Joseph Jacobs

Treasurer

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE.

Discussion: None.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Campbell, Jr. to authorize advertising for bids for water metering system components.

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Discussion: None.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Gray to consider Resolution #2013 – authorizing release of performance bonds for Willingboro Christian Assembly and Cathedral of Love.

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Discussion: None.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Gray to present 1st quarter 2013 Water and Sewer billing adjustments.

Roll Call Vote: Cmmr. Campbell, Jr. AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Discussion: None.

Motion: A Motion is made by Cmmr. Clemons, Sr. and seconded by Cmmr. Campbell to present the list of bills due for payment.

DATE: 12-APR-13

Willingboro M.U.A.

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April 17, 2013

Board Meeting

A/P PAID HISTORY BY CHECK NUMBER - SUMMARY

ALL FUNDS FOR CHECKS DATED 3/22/2013 TO 4/18/2013

ALL CHECK NUMBERS

-----CHECK-----

-----VENDOR-----

<u>#</u>	<u>DATE</u>	<u>#</u>	<u>NAME</u>	<u>CHECK AMOUNT</u>
<u>2563</u>	<u>3/22/2013</u>	<u>36</u>	<u>BATEMAN, JOSEPH</u>	<u>2354.25</u>
<u>2564</u>	<u>3/22/2013</u>	<u>3530</u>	<u>U.S. POSTAL SERVICE</u>	<u>9000.00</u>
<u>2565</u>	<u>3/22/2013</u>	<u>3195</u>	<u>TREASURER STATE OF NJ</u>	<u>1180.00</u>
<u>2566</u>	<u>3/22/2013</u>	<u>3620</u>	<u>STATE OF NJ-PWT</u>	<u>1859.43</u>
<u>2567</u>	<u>4/01/2013</u>	<u>1290</u>	<u>DELTA DENTAL PLAN OF NJ</u>	<u>5053.25</u>
<u>2570</u>	<u>4/18/2013</u>	<u>30</u>	<u>ABS ELECTRIC INC</u>	<u>2950.90</u>
<u>2571</u>	<u>4/18/2013</u>	<u>73</u>	<u>ADVANCED AUTO PARTS</u>	<u>179.30</u>

2572 4/18/2013 160 ALL INDUSTRIAL SAFETY

292.26

2573 4/18/2013 275 ATLANTIC COAST POLYMERS

3024.00

2574 4/18/2013 3159 BURLINGTON COUNTY BOARD OF CHO

9261.95

2575 4/18/2013 430 BURLINGTON COUNTY TIMES

131.30

2576 4/18/2013 699 CAMPBELL JR., EDDIE

96.19

2577 4/18/2013 792 CARLTON INDUSTRIES INC.

361.28

2578 4/18/2013 820 CERTIFIED LABORATORIES

321.02

2579 4/18/2013 874 CHAMPION UNIFORM SUPPLY INC.

564.00

2580 4/18/2013 964 COMCAST

208.94

2581 4/18/2013 1130 COOPER LEVENSON ATTORNEYS AT L

2854.90

2582 4/18/2013 1050 COURIER POST

99.33

2583 4/18/2013 1116 COYNE CHEMICAL CO. INC., GEORG

4377.21

2584 4/18/2013 2763 DELUCA, MICHAEL

79.00

2585 4/18/2013 1270 DEMAISE, VICTOR

462.00

2586 4/18/2013 1315 DICKSON CO.

2094.00

2587 4/18/2013 1415 EAST RIVER ENERGY INC.

3725.39

2588 4/18/2013 1495 ENVIRONMENTAL EXPRESS LTD

257.25

2589 4/18/2013 1550 EVANS, ROBERT

314.70

2590 4/18/2013 1595 FEDERAL EXPRESS CORP.

63.36

2591 4/18/2013 1690 FOX HEATING & A/C

2151.00

2592 4/18/2013 1710 FOXCROFT EQUIPMENT & SERVICE C

9480.00

2593 4/18/2013 1398 FRIENDS ACADEMY OF WESTAMPTON

739.80

2594 4/18/2013 1897 G.P. JAGER & ASSOCIATES INC

4265.00

2595 4/18/2013 1971 GRAY, JAMES

89.75

2596 4/18/2013 2040 HACH COMPANY

4497.80

2597 4/18/2013 4194 HARRIS COMPUTER CORPORATION

150.00

2598 4/18/2013 2110 HARRIS FENCE CORP.

1175.00

2599 4/18/2013 3211 HD SUPPLY FACILITIES MAINTENAN

1931.94

2600 4/18/2013 2324 HOME DEPOT USA INC

49.40

2601 4/18/2013 2325 HOOVER TRUCK CENTERS

248.19

2602 4/18/2013 2269 JCI JONES CHEMICALS INC

14390.40

2603 4/18/2013 4490 JOSEPH JACOBS

76.00

2604 4/18/2013 2430 KILLIAN, HARRY F.

314.70

2605 4/18/2013 2421 KINGS JANITORIAL SERVICE

300.00

2606 4/18/2013 2670 MACALASTER BICKNELL CO OF NJ I

2810.47

2607 4/18/2013 2740 MAGELLAN HILL TECHNOLOGIES

2530.78

2608 4/18/2013 2750 MANTEK DIVISION

180.78

2609 4/18/2013 2760 MASON, WALTER

629.40

2610 4/18/2013 2870 MERCADO, MARIANO

34.24

DATE: 12-APR-13 A/P PAID HISTORY BY CHECK NUMBER -

SUMMARY PAGE 2

-----CHECK-----

-----VENDOR-----

 # DATE # NAME

 CHECK AMOUNT

2611 4/18/2013 4330 MODERN GAS

533.55

2612 4/18/2013 3070 MUNICIPAL MAINTENANCE CO.

2226.90

2613 4/18/2013 2762 NETWORK MANAGEMENT CONSULTANTS

1050.00

2614 4/18/2013 3013 NEW ENGLAND PIPE CLEANING CO.

22768.34

2615 4/18/2013 3168 NEW JERSEY MANUFACTURERS INSUR

15090.45

2616 4/18/2013 3152 NEWTOWN OFFICE & COMPUTER SUPP

1347.06

2617 4/18/2013 111 NJ DEPARTMENT OF HEALTH

2120.00

2618 4/18/2013 4999 ONE CALL CONCEPTS

298.68

2619 4/18/2013 3480 P A PIRYLIS TIRE CO. INC.

495.00

2620 4/18/2013 3610 P S E & G

64821.88

2621 4/18/2013 2340 PETROLEUM TRADERS CORP

721.49

2622 4/18/2013 3467 PHILADELPHIA INSURANCE COMPANI

13086.91

2623 4/18/2013 3521 POSTER COMPLIANCE COMPANY

276.00

2624 4/18/2013 3515 POWER EQUIPMENT CO.

1368.15

2625 4/18/2013 3590 PRIOR-NAMI BUSINESS SYS.

75.00

2626 4/18/2013 3630 PYRZ WATER SUPPLY CO INC

521.90

2627 4/18/2013 3640 O.C. LABORATORIES

2395.50

2628 4/18/2013 4680 REED & PERRINE SALES INC.

2864.00

2629 4/18/2013 3802 RIO SUPPLY INC.

718.50

2630 4/18/2013 3880 RUBBER SUPPLY COMPANY

730.70

2631 4/18/2013 4100 SCOTT, T. WAYNE

78.45

2632 4/18/2013 2021 SHARP, GARY

125.00

2633 4/18/2013 4162 SKOW, SANDRA

629.40

2634 4/18/2013 4285 SPRINGSIDE AUTOMOTIVE INC

3763.63

2635 4/18/2013 4320 STAPLES

59.98

2636 4/18/2013 730 STEVENSON & SON INC., C.

2708.00

2637 4/18/2013 4340 STEVENSON SUPPLY CO INC

3633.23

2638 4/18/2013 3881 TAPPER, SHARON

314.70

2639 4/18/2013 2491 THE L.L. CLEAN CO.

386.39

2640 4/18/2013 4460 TRAP ROCK INDUSTRIES LLC

1039.41

2641 4/18/2013 2730 UNIVAR USA INC.

3010.50

2642 4/18/2013 3213 USA MOBILITY WIRELESS INC.

88.34

2643 4/18/2013 3186 VERIZON WIRELESS

261.08

2644 4/18/2013 4446 VIRTUA AT WORK

162.75

2645 4/18/2013 4655 WALKER, CHRISTOPHER

102.25

2646 4/18/2013 2260 WASTE MANAGEMENT OF

326.50

2647 4/18/2013 4720 WAWA FLEET

9.03

2648 4/18/2013 4800 WHARTON HARDWARE

71.47

2649 4/18/2013 4535 WILLIAM SCOTSMAN INC.

329.23

2650 4/18/2013 4605 WOOLSTON COMPANY INC.

1386.00

2651 4/18/2013 4880 ZEE MEDICAL SERVICE CO.

63.50

8034 4/01/2013 2150 STATE OF NJ HEALTH BENEFITS PR

21557.14

8035 4/01/2013 2030 STATE OF NJ HEALTH BENEFITS PR

53394.16

TOTALS: 324220.01

Roll Call Vote: Cmmr. Campbell, Jr. ABSTAIN #2576; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, ABSTAIN #2595; Cmmr. Walker, AYE, ABSTAIN#2645.

Discussion: Cmmr. Walker stated 2563 was put on here by mistake and should be excluded. Cmmr. Reiter Abstained #2615

concerning a question regarding NJ Manufacturers worker's compensation payment. He wanted to know if the cost was yearly or quarterly. Joe Bateman said the cost is quarterly. #2622 wanted to know if monthly.

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Campbell to receive and file Engineer's Monthly Status Report.

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Discussion: Cmmr. Reiter requested that the NJEIT Resolutions be incorporated in the report. The Engineer stated that it will be too many Resolutions to insert it into the report.

Motion: A Motion is made to enter Executive Session by Cmmr. Campbell and seconded by Cmmr. Gray.

Motion: A Motion is made to come out of Executive Session by Cmmr. Campbell and seconded by Cmmr. Reiter.

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Motion: A Motion is made by Cmmr. Reiter and seconded by Cmmr. Campbell to give payment credit to Ms. Paul for special circumstances.

Roll Call Vote: Cmmr. Campbell, Jr, AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Comments by Commissioners: Cmmr. Reiter commended Alt. Cmmr. Jennings on putting MUA in the Township newspaper. He asked if the Commissioners will be in newspaper. Cmmr. Walker

mentioned the Executive Director must give a report regarding Rotary, which he has not done.

Motion: Motion to adjourn was made by Cmmr. Gray and seconded by Cmmr. Reiter.

Roll Call Vote: Cmmr. Campbell, Jr. AYE; Cmmr. Clemons, Sr., AYE; Cmmr. Reiter, AYE; Cmmr. Gray, AYE; Cmmr. Walker, AYE

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the April 17, 2013 Regular Meeting of the Willingboro Municipal Utilities Authority.

Michael A. Armstrong, Secretary

