

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes July 17, 2013

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

Chairman Walker called the meeting to order at 4:36 PM, and Pledge of Allegiance by the Board. The Commissioner 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; the Secretary of the Edgewater Park Sewerage Authority and the Executive Director of the Mount Laurel Municipal Utilities Authority.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Roll Call: Cmmr. Eddie Campbell, Jr., (Present), Cmmr. Anthony Clemons, Sr. (Resigned), Cmmr. James H. Gray (Present), Cmmr. Dennis W. Reiter (Present), Cmmr. Christopher Walker (Present), Alt. Cmmr. T. Wayne Scott (Present) and Alt. Cmmr. Jacqueline Jennings (Present). Others attending; Michael A. Armstrong, Secretary, Joseph S. Bateman, Executive Director, and James Mackie, Operations Manager.

Motion: A motion was made by Cmmr. Gray and seconded by Cmmr. Campbell for approval of the Minutes May 2nd and June 26, 2013 meetings.

Discussion: Michael Armstrong asked about the recording of the May 2nd Minutes.

The Executive Director indicated that he prepared those minutes using his notes.

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

Motion: A motion was made by Alt. Cmmr. Jennings to receive and file the Treasurer's Report for June and it was seconded by Cmmr. Gray.

Discussion: None.

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

Motion: A motion was made by Cmmr. Campbell and seconded by Alt. Cmmr. Jennings to receive and file the Operations and Maintenance report for June.

Discussion: None.

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

Motion: A motion was made by Cmmr. Gray and seconded by Cmmr. Campbell to receive and file the Executive Director's Report for June.

Discussion: Cmmr. Reiter asked a question concerning the wording in the Insurance policies and its reference to "new" policies. After further discussion and questions by the Board, Mr. Bateman agreed that the wording should be changed to reflect the insurance policies are being "renewed."

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

Executive Directors Report:

Receive a status report and view a presentation on the Red Zone sanitary sewer inspection. James Mackie gave a power point presentation.

Motion: Cmmr. Campbell made a motion to adopt the updated strategic plan for the Authority and it was seconded by Cmmr. Gray.

Discussion: None.

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

Motion: Cmmr. Reiter made a motion the shut off fees stay at \$50.00 and seconded by Cmmr. Gray.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, NO; Alt. Cmmr. Jennings, NO.

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Gray to consider authorizing the staff to purchase vehicles through the state contract.

Discussion: None.

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

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Gray authorizing the Executive Director to attend all AEA functions for 2013.

Discussion: None.

Roll Call: Cmmr. Campbell, NO; Cmmr. Gray, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, NO; Alt. Cmmr. Jennings, NO.

Cmmr. Reiter steps out of meeting at 6:12.

Motion: Cmmr. Campbell made a motion to present the list of bills due for payment and seconded by Alt. Cmmr. Jennings.

Discussion: None.

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

A/P PAID HISTORY BY CHECK NUMBER - SUMMARY

ALL FUNDS FOR CHECKS DATED 6/28/2013 TO 7/18/2013 ALL CHECK NUMBERS

-----CHECK-----		-----VENDOR-----		
#	DATE	#	NAME	CHECK AMOUNT
2850	7/01/2013	1290	DELTA DENTAL PLAN OF NJ	4807.94
2853	7/18/2013	30	ABS ELECTRIC INC	595.56
2854	7/18/2013	131	AGWAY OF BURLINGTON	195.35
2855	7/18/2013	150	ALAIMO ASSOC., RICHARD A.	63804.80
2856	7/18/2013	160	ALL INDUSTRIAL SAFETY	94.50
2857	7/18/2013	170	ALLIED METER SERVICE INC	20.00
2858	7/18/2013	245	APS SUPPLY CO.	50.00
2859	7/18/2013	560	BRETT BUSINESS, E THOMAS	1071.00
2860	7/18/2013	3159	BURLINGTON COUNTY BOARD OF CHO	16298.83
2861	7/18/2013	1093	BURLINGTON COUNTY CHOSEN FREEH	523.53
2862	7/18/2013	430	BURLINGTON COUNTY TIMES	95.44
2863	7/18/2013	793	CBM	79.75
2864	7/18/2013	874	CHAMPION UNIFORM SUPPLY INC.	3742.00
2865	7/18/2013	870	CHEM-AQUA DIVISION	1135.92
2866	7/18/2013	964	COMCAST	124.85
2867	7/18/2013	1130	COOPER LEVENSON ATTORNEYS AT L	5508.88
2868	7/18/2013	1050	COURIER POST	96.69
2869	7/18/2013	1330	DONOVAN, THOMAS J.	56.97
2870	7/18/2013	1415	EAST RIVER ENERGY INC.	3582.02
2871	7/18/2013	1550	EVANS, ROBERT	314.70
2872	7/18/2013	1118	EXPRESS HARDWARE AND CONTACTOR	34.96
2873	7/18/2013	1110	FASTENAL	37.16
2874	7/18/2013	1970	GRAPHIC CONTROLS LLC	133.77
2875	7/18/2013	1220	H.A. DEHART & SONS INC.	1705.03
2876	7/18/2013	2040	HACH COMPANY	353.97
2877	7/18/2013	3211	HD SUPPLY FACILITIES MAINTENAN	95.63
2878	7/18/2013	2250	IDEXX DISTRIBUTION CORPORATION	178.70
2879	7/18/2013	2269	JCI JONES CHEMICALS INC	5607.30
2880	7/18/2013	2400	KEVIN'S SIGN COMPANY	22.00
2881	7/18/2013	2430	KILLIAN, HARRY F.	314.70
2882	7/18/2013	2421	KINGS JANITORIAL SERVICE	300.00
2883	7/18/2013	2385	L & L REDI-MIX INC.	382.50
2884	7/18/2013	2600	LOWTHER'S, GEORGE	424.70
2885	7/18/2013	2670	MACALASTER BICKNELL CO OF NJ I	422.25
2886	7/18/2013	2951	MIDDLESEX WELDING SALES	12.00
2887	7/18/2013	3070	MUNICIPAL MAINTENANCE CO.	33054.56
2888	7/18/2013	2762	NETWORK MANAGEMENT CONSULTANTS	1762.50
2889	7/18/2013	3168	NEW JERSEY MANUFACTURERS INSUR	10470.00
2890	7/18/2013	3152	NEWTOWN OFFICE & COMPUTER SUPP	537.93
2891	7/18/2013	4999	ONE CALL CONCEPTS	392.16

2892 7/18/2013 3480 P A PIRYLIS TIRE CO. INC. 565.00
 2893 7/18/2013 3610 P S E & G 55853.05
 2894 7/18/2013 3481 P.C. HELPERS INC. 1809.99
 DATE: 12-JUL-13 A/P PAID HISTORY BY CHECK NUMBER - SUMMARY PAGE 2

-----CHECK-----		-----VENDOR-----		
#	DATE	#	NAME	CHECK AMOUNT
2895	7/18/2013	3360	PAUL'S TREE SERVICE LLC	600.00
2896	7/18/2013	2340	PETROLEUM TRADERS CORP	457.82
2897	7/18/2013	3467	PHILADELPHIA INSURANCE COMPANI	13087.66
2898	7/18/2013	3640	Q.C. LABORATORIES	2198.50
2899	7/18/2013	3802	RIO SUPPLY INC.	1305.00
2900	7/18/2013	2535	ROTARY CLUB OF WILLINGBORO	125.00
2901	7/18/2013	3940	SAM'S CLUB	1032.17
2902	7/18/2013	3002	SERVICE TRUCK CENTERS INC.	265.60
2903	7/18/2013	2422	SHARP GTS, GARY	1032.00
2904	7/18/2013	4162	SKOW, SANDRA	629.40
2905	7/18/2013	730	STEVENSON & SON INC., C.	200.00
2906	7/18/2013	4340	STEVENSON SUPPLY CO INC	1530.71
2907	7/18/2013	3881	TAPPER, SHARON	314.70
2908	7/18/2013	4460	TRAP ROCK INDUSTRIES LLC	55.89
2909	7/18/2013	1860	PENTAIR VALVES & CONTROL	1051.00
2910	7/18/2013	3530	U.S. POSTAL SERVICE	9000.00
2911	7/18/2013	2730	UNIVAR USA INC.	3010.50
2912	7/18/2013	2759	MASON, VERONICA	314.70
2913	7/18/2013	4446	VIRTUA AT WORK	67.15
2914	7/18/2013	2260	WASTE MANAGEMENT OF	342.82
2915	7/18/2013	4720	WAWA FLEET	9.03
2916	7/18/2013	4605	WOOLSTON COMPANY INC.	957.00
2917	7/18/2013	4880	ZEE MEDICAL SERVICE CO.	77.65
8040	7/01/2013	2150	STATE OF NJ HEALTH BENEFITS PR	22080.96
8041	7/01/2013	2030	STATE OF NJ HEALTH BENEFITS PR	53394.16
TOTALS:				329808.01

Motion: A motion was made by Alt. Cmmr. Jennings and seconded by Cmmr. Campbell to present 2nd quarter 2012 Water and Sewer Billing Adjustments for approval.

Discussion: None.

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

Cmmr. Jennings, AYE.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Gray to receive and file Engineer's Monthly Status Report.

Discussion: None.

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

Cmmr. Jennings, AYE.

Cmmr. Reiter returns to the meeting at 6:20.

Motion: A motion was made by Cmmr. Campbell and seconded by Alt. Cmmr. Jennings to consider awarding bids for VFD's at Water treatment plant.

Discussion: None.

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

Motion: Alt. Cmmr. Jennings made a motion to consider approving the final payment to Municipal maintenance for the micro-turbine and seconded by Cmmr. Campbell.

Discussion: None.

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

Solicitor is not present.

Comments from authority members: None.

Motion to adjourn: A motion to adjourn the meeting was made by Cmmr. Campbell and seconded by Cmmr. Gray.

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

Cmmr. Jennings, AYE; Cmmr. Walker, AYE.

Meeting adjourned at approximately 6:30 p.m.

Certification of Minutes

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

Michael A. Armstrong, Secretary