

## REGULAR MEETING, APRIL 17, 2014

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, April 17, 2014, at 7:00 P.M. at the Gloucester Township Municipal Utilities Authority Building, 401 W. Landing Road, Blackwood, New Jersey.

The following members were present: Mr. Calabrese, Mr. Simiriglia, Mrs. Tarves, Ms. Guevara, Mr. Pillo, Mrs. Bradley and Mr. Garbowski.

Also present were Mr. Long, Mr. Leisse, Mr. Carr and Mrs. Hrynio.

Mr. Benson was excused as he was sick this evening.

Council Liaison Glen Bianchini was also present.

The Chairman read the commencement statement noting that the meeting was advertised in the Courier Post and The Central Record Newspaper, and notice was placed on the bulletin board of the Township of Gloucester and the Gloucester Township Municipal Utilities Authority; the meeting was recorded.

On motion of Mrs. Tarves, second by Mr. Simiriglia, the Minutes of the Regular Meeting of March 20, 2014 were approved.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-42** - Resolution to pay bills out of the Operating Fund.

On motion of Mr. Pillo, second by Ms. Guevara, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-43** - Resolution to pay bills out of the Renewal and Replacement Account.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-44** - Resolution to pay bills out of the Plans & Specifications Account.

On motion of Mr. Pillo, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

## **PUBLIC PORTION**

Mr. Patrick Cokos – 26 Poplar Avenue, Blenheim, NJ – Mr. Cokos stated that in 2010 or 2011, he had a crisis in his family. His father had Alzheimer's disease and his mother had ovarian cancer. Being the only child, he had a lot of concerns. He asked the Executive Director, at that time, to give him a hand with this. Mr. Cokos requested that he work four (4) days a week since he heard that the Governor was telling people to take vacation time, if they could. There were some issues about the budget that was concerning the Governor, so it was a good time to make that request. Mr. Benson came back to him about a week later, informing him that the Solicitor had said that it was not possible. That being said, he felt that he knew that there had been some "no pay" days that had been granted, so he checked it out and did an OPRA request. In that OPRA request, he was given time cards for five (5) people – himself, Mr. Benson, Mr. Carr and he thinks Mr. Engelbert, he is not sure. He went through that and found an inordinate amount of overtime for the Executive Director. He was given, through the OPRA request, copies of the time cards. Almost at the same time, he was given a letter from Mr. Benson stating that overtime would not be allowed unless approved by him. So at that point, Mr. Cokos received copies of the time cards. Mr. Cokos handed Chairman Calabrese a set of copies of time cards that show 565 hours of overtime for Mr. Benson and stated that it is not counting the time and a half that he gets for over forty (40) hours, that was close to 750 hours of overtime – that is just in one (1) pay period. He has other pay periods – in all – about 1,000 hours of overtime. At the time, he was quite angry about it because he was asking for "no pay" – he just wanted some time with his family. Then he finds that over 1,000 hours of overtime was given to an Executive Director that he thought was a contracted employee. He thought that would fall under his contract rules. That being said, he was given – and he did not ask for it – a copy of the prescription booklet. Per the Union Contract, employees get \$500.00 for prescription reimbursements – to include the union employees and non-union employees. Mr. Benson had over \$2,000 in that situation.

Mr. Cokos wants that money back. It is not a part of his contract. One thousand (1,000) hours of overtime at his rate – it is close to, if he calculated it correctly, \$30,000. Again, he would hope that the Board would consider that when and if giving him a new contract. The other issue is the \$500.00 prescription plan, which he never agreed with, but he is on the other side of the table now. It is a lot of money. Mr. Cokos asked if anyone has seen the little blue book where the staff records the prescription reimbursements. Mr. Cokos asked if Mr. Benson was allowed overtime. Chairman Calabrese stated that his current contract does not allow for overtime. He would have to check prior to that.

Mr. Cokos stated that it should be paid back. Mr. Cokos also gave Chairman Calabrese a copy of Mr. Benson's letter stating that there is no overtime unless he approves it. Mr. Cokos thanked the Board.

### **ENGINEER'S REPORT**

Mr. Leisse presented his report during the Work Shop portion of the meeting, a copy of which is attached and made part of these minutes.

**R-04-14-45** - Resolution Authorizing the Advertisement for the Receipt of Bids for Xylem Water Solutions Pumps, Spare Parts and Accessories.

On motion of Mr. Pillo, second by Mr. Simiriglia, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-46** - Resolution Authorizing the Advertisement for the Receipt of Bids for Emergency Repairs to Wastewater Conveyance System, Mains & Laterals and Supplementary Construction Services.

On motion of Ms. Guevara, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-47** - Resolution Authorizing the Award of Bid for the Gravity Sewer Line Rehabilitation Project in Accordance with The New Jersey Environmental Infrastructure Trust Program, Phase II.

On motion of Mr. Simiriglia, second by Mr. Pillo, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

### **CONFLICT ENGINEER**

Nothing to Report.

### **SOLICITOR**

Mr. Long stated that his report stands as presented during the Work Shop portion of the meeting.

**R-04-14-50** - Resolution Authorizing the Extension of an Inter-Municipal Service Agreement By and Between The Gloucester Township Municipal Utilities Authority and The Township of Gloucester for the Use of GTMUA's Emergency Services Contractor Agreement Through July 22, 2014, for an Amount not to Exceed \$40,000.

On motion of Ms. Guevara, second by Mr. Pillo, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-51** - Resolution Amending the Authority's Insurance Contract with Willis of New Jersey, Inc. to Include the Extension of Environmental Pollution Coverage with ACE Environmental Risk Through June 1, 2014.

On motion of Ms. Guevara, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-52** - Resolution Appointing an Executive Director, Raymond J. Carr, for a Term of Five (5) Years, Commencing May 1, 2014 Through April 30, 2019.

On motion of Ms. Guevara, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-04-14-48** – Resolution Providing for an Executive Session not Open to the Public in Accordance with New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. Topics of Discussion include Collective Bargaining Negotiations and Employment Relations.

On motion of Mr. Simiriglia, second by Mr. Pillo, the above resolution was adopted on a roll call vote.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

### **EXECUTIVE DIRECTOR'S REPORT**

Nothing Additional to Report.

### **SECRETARY'S REPORT**

**TABLED: R-04-14-49** - Resolution Authorizing the Reduction in Billing Units from Three (3) Units to One (1) Unit Effective April 1, 2014 for the Property Located at 304 W. Evesham Road, Block 603, Lot 4, Account Number 50429, Gloucester Township, New Jersey. New Owner Recently Purchased Property and Changed its Configuration from a Triplex to a Single Family Home. Property has been Inspected.

Mr. Carr went out to inspect the location today and they have not removed the mailboxes. There are three (3) mailboxes at this location.

Mr. Simiriglia stated that the homeowner did go to The Township and asked to have the property converted to a single family home. The Township granted them that. In looking at the property, there are still three (3) separate entrances to the property with three (3) separate addresses. The criteria that is used in Zoning is if there is a kitchen in the unit, then it is a separate unit. If it is just bedrooms or living area, then you do not have to consider it a separate unit. If we use the same criteria, he believes we are completely within our rights.

Chairman Calabrese asked Mr. Carr what the inspection showed. Mr. Carr stated that at one point, there were two (2) electric meters, two (2) gas meters – which have been removed. He did go into the house. He did not go into every nook and cranny of the house, he walked through to a certain point. He did not see a second kitchen, however, he did not go all the way to the back of house. After the last meeting, Mr. Carr told the resident about the mailboxes

and gave the homeowner up to today to remove the extra mailboxes, which they did not do.

Mr. Simiriglia stated that there were three (3) recycling containers and about eight (8) trash cans.

Ms. Guevara stated that if they have two (2) kitchens, they should be billed as two (2) units.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was tabled.

AYE: Mr. Pillo, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

### **PUBLIC PORTION**

There was no one present.

### **COMMENTS COUNCIL LIAISON**

Mr. Bianchini wished everyone a Happy Holiday.

### **COMMENTS AND RECOMMENDATIONS FROM THE BOARD**

Mr. Garbowski wished everyone a Happy Holiday and stated good luck to Mr. Carr.

Mrs. Tarves congratulated Mr. Carr and stated that he is most deserving of the position. She also wished everyone a Happy Holiday.

Mr. Simiriglia wished everyone a Happy Easter. He is glad to see Mr. Carr moving up. He is looking forward to working with him.

Mrs. Bradley congratulated Mr. Carr. She feels he has done an outstanding job all along, as far as she is concerned. She also wished everyone a Happy Easter.

Mr. Pillo wished everyone a Happy Easter. He also congratulated Mr. Carr. He is an asset to the Authority.

Ms. Guevara wished everyone a Happy Easter. She congratulated Mr. Carr and stated that she is proud of him.

Chairman Calabrese stated that on behalf of the Board, he wanted to thank Mr. Benson for his forty-one (41) years of service. He went through the ranks and became the Executive Director. He hopes Bob & Joyce have a happy and joyous retirement. They are deserving of it.

Chairman Calabrese congratulated Mr. Carr on his promotion. He thinks Mr. Carr is going to be an inspiration to the other employees because he took the bull by the horns and got the qualifications needed for this position. He knows he is going to do a fabulous job for us.

He is also wished everyone a Happy Easter.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the meeting adjourned.

All signified their approval by stating aye.

  
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Marlene Hrynio, Recording Secretary

**APPROVED MAY 15, 2014 REGULAR MEETING**



**PENNONI ASSOCIATES INC.**  
CONSULTING ENGINEERS

## **ENGINEER'S REPORT GLOUCESTER TOWNSHIP M.U.A.**

**April 9, 2014**

1. The installation of the Cherrywood Pumping Station drives and controller was completed on April 7<sup>th</sup>.
2. The Authority opened bids for the Trust IV – Phase II lining project on March 19<sup>th</sup>. A recommendation for award was submitted under separate cover. The Authority is hosting a pre-construction meeting with the NJDEP and contractor on April 11<sup>th</sup>.
3. On March 20<sup>th</sup>, the Authority participated in a second set of online auctions for energy supply through the Energy Market Exchange for electric uses serviced by PSE&G and Atlantic City Electric. The auctions were run successfully and the Authority has entered a 24 month fixed rate contract with Hudson Energy for the Atlantic City Electric accounts. The low bid for the PSE&G accounts offered minimal savings and it was determined to continue to monitor market conditions and reauction those accounts at a later date.
4. On March 21<sup>st</sup>, the Authority received a report of a lateral issue at 330 Drexel Avenue in the Blackwood Estates section of the Township. The issue occurred between the sewer main and the curb due to deterioration of the Orangeburg lateral at a depth of 4 feet. Authority staff promptly responded to the emergency, completed the repair by installing a section of 4" PVC pipe and placed the lateral back into service.
5. The Township's stormwater engineer has provided a draft of the report summary detailing the issue at Mullen Drive. Copies have been forwarded to the Authority for review.
6. I have prepared the bid documents for the 2014 Emergency Repairs to Wastewater Conveyance System, Mains and Laterals and Supplementary Construction Services and respectfully request authorization to advertise.
7. I have prepared the bid documents for the 2014 procurement of Xylem Pumps, Spare Parts and Accessories and respectfully request authorization to advertise.
8. My office has inspected the Maintenance Building roof with GAF representatives and is developing methods of roof replacement.
9. My office has prepared a set of bid specifications for a new stainless steel dump truck. I have provided the Authority with copies for review and comment.
10. On April 10<sup>th</sup>, the Authority is scheduled to televise the gravity sewer along Prospect Avenue. I will review the results with the Authority and update the plan and profile to provide alternatives to reconfigure the force main discharge.

**End of Report**