

## REGULAR MEETING, DECEMBER 19, 2013

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, December 19, 2013, 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, Mrs. Tarves, Mr. Edgar, Ms. Guevara, Mr. Pillo and Mr. Garbowski.

Also present were Mr. Long, Mr. Brickley, Mr. Benson, Ms. Tarves and Mrs. Hrynio.

Mr. Leisse was excused from this meeting due to a prior engagement.

Council Liaison Glen Bianchini was also present.

On motion of Ms. Guevara, second by Mr. Edgar, Mr. Simiriglia was excused from this meeting as he is in the hospital.

Chairman Calabrese stated that Mr. Pillo would be seated for Mr. Simiriglia.

All signified their approval by stating aye.

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 Mr. Edgar, second by Ms. Guevara, the Minutes of the Regular Meeting of November 21, 2013 were approved.

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

On motion of Mr. Pillo, second by Mrs. Tarves, the Minutes of the Budget Workshop Meeting of November 26, 2013 were approved.

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

On motion of Ms. Guevara, second by Mr. Edgar, the Minutes of the Budget Workshop Meeting of December 10, 2013 were approved.

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

**R-12-13-104** - Resolution to pay bills out of the Operating Fund.

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

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

**R-12-13-105** - Resolution to pay bills out of the Renewal and Replacement Account.

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. Edgar and Mr. Calabrese.

**R-12-13-106** - Resolution to pay bills out of the Plans & Specifications Account.

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

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

## **PUBLIC PORTION**

There was no one present.

## **PRESENTATION OF RETIREMENT PLAQUES**

### **Present**

Louis Damore – 27 Years – Loader Operator & Helps Manage the Compost Site for the Solid Waste Department

### **Not Present**

Gary Emmett – 30 Years – Curb Stops in Sewer Department

## **PRESENTATION OF CERTIFICATES OF ACHIEVEMENT**

### **Present**

Jay Smith – 15 Years – Loader Operator  
Kevin Gore – 20 Years – Road Crew  
Paul Riley – 20 Years – Road Crew  
John Atkinson – 25 Years – Jet Truck & TV Camera  
Glenn J. Engelbert – 30 Years – Municipal Recycling Coordinator

### **Not Present**

Karen Wiggins – 10 Years – Accounts Payable Department  
Thomas Calabrese – 20 Years – Recycling Operator  
Janet Cokos – 20 Years – Accounts Receivable Department  
Gary Emmett – 30 Years – Curb Stops in Sewer Department

Chairman Calabrese presented the employees who were present with their certificates and retirement plaques. The Board applauded the great job that the employees do.

## **ENGINEER'S REPORT**

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

**R-12-13-107** - Resolution Approving a Contingent Form "F" Application, Clinton Blackwood, LLC, 500 University Court (Former AC Moore Site), Block 14002, Lot 2, Gloucester Township, NJ.

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. Edgar 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-12-13-108** - Resolution Awarding the Authority Insurance Contract to Willis of New Jersey, Inc. (CNA Proposal) for a One (1) Year Term Commencing 1/1/14.

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

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

**R-12-13-109** - Resolution Authorizing the Executive Director to Advertise for Bids for Temporary Labor for the Grass & Leaf Collection Program, March 1, 2014 Through February 28, 2015.

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

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

There was no need for an Executive Session; therefore **R-12-13-110** was not adopted.

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

**R-12-13-111** - Resolution Authorizing the Execution of an Employee Assistance Program Agreement with The Southwest Council, Inc., for a One (1) Year Term Commencing 1/1/14.

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

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

#### **SECRETARY'S REPORT**

**R-12-13-112** - Resolution Approving the Sewer Operating Budget and Capital Budget for the Fiscal Year Beginning March 1, 2014 and Ending February 28, 2015, for Adoption January 16, 2014.

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

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

**R-12-13-113** - Resolution Approving the Solid Waste Operating Budget and Capital Budget for the Fiscal Year Beginning March 1, 2014 and Ending February 28, 2015, for Adoption January 16, 2014.

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

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

**R-12-13-114** - Resolution Authorizing a Refund in the Amount of \$168.41 for an Overpayment for the Property Located at 6 Emerald Court, Block 18309, Lot 23, Account #50713-0, Gloucester Township. The Property Owner Paid the GTMUA in Error; Check was Intended for the CCMUA. CCMUA has Placed Property in Tax Sale; Owner Has Requested a Refund.

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

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

## **PUBLIC PORTION**

There was no one present.

## **COMMENTS COUNCIL LIAISON**

Mr. Bianchini congratulated all the employees for their years of service. He wished the future retirees well and wished everyone a Happy and Healthy Holiday.

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

Mr. Pillo congratulated the award recipients and thanked them for their many years of hard work and dedication. He wished everyone a Happy and Healthy New Year and Merry Christmas.

Mr. Edgar stated that the employees deserve their awards as they put in a lot of time. He wished everyone Happy Holidays.

Ms. Guevara congratulated the employees. She worked with them for a long time and she knows how hard they work. She wished the retirees good luck and she wished everyone a Merry Christmas and a Happy New Year.

Mr. Garbowski congratulated the recipients on their retirement and service. We appreciate their dedication. He wished everyone a Happy and Safe Holiday.

Mrs. Tarves congratulated all the recipients tonight for a job well done. We appreciate their dedication very much. She wished everyone a Merry Christmas and a Happy, Healthy New Year.

Chairman Calabrese extended a thank you to Mr. Emmett and Mr. Damore for their years of service. He hopes they have a long and happy retirement. He thanked the recipients of the achievement awards for a job well done. He wished everyone a Merry Christmas and a Happy New Year.

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

All signified their approval by stating aye.

  
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Marlene Hrynio, Recording Secretary

**APPROVED JANUARY 16, 2014 REGULAR MEETING**



PENNONI ASSOCIATES INC.  
CONSULTING ENGINEERS

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

December 11, 2013

1. On November 27<sup>th</sup>, Art Anderson, Inc. delivered the final Certificate of Occupancy to the Authority Offices. On December 4<sup>th</sup>, the Settlement Agreement and Final Release documents were executed by the Contractor and Authority. On December 5<sup>th</sup>, a recommendation for partial payment in the amount of \$25,794.58 was submitted to the Authority in accordance with the agreement. The Contractor shall submit the final release of liens and maintenance bond for review and approval before final payment is issued.
2. On December 3<sup>rd</sup>, the Authority received a report of a lateral issue at 1200 Clement Circle in the Timberline section of the Township. The issue occurred between the sewer main and the curb due to a collapse of the Orangeburg lateral at a depth of approximately 6 feet. The lateral had deteriorated in several locations and roots were found in the pipe. Authority staff responded to the emergency, completed the repair and placed the lateral back into service. A report has been provided under separate cover.
3. On December 4<sup>th</sup>, a representative from Siemens Water Technologies conducted a site inspection of the Lakeside Pumping Station's chemical dosing equipment for odor control. As part of the contract at no additional cost to the Authority, Siemens will be replacing the tanks and pumps at the dosing locations with new equipment.
4. The Cherrywood Pumping Station variable frequency drives were received by Willier on December 10<sup>th</sup>. The controller is scheduled to be delivered on December 17<sup>th</sup>. Upon receipt of the controller, Willier will contact my office to determine schedule and develop plan to perform the installation of the drives and controls without any interruption to the station's operation.
5. An issue has been reported with the gravity sewer on Mullen Drive in the Cobblestone section of the Township. The Authority is maintaining flow through the pipe but it appears that previously completed repairs to the crossing storm water pipe by the Township may have caused a failure of the sanitary pipe. Public Works has been contacted to assist in assessing the situation. We will work with the Township to take the necessary remedial actions.
6. On November 15<sup>th</sup>, an inspection of the Composting Facility's new mobile trailer was completed. The purchase order was hand delivered and modifications to the trailer interior were finalized. It is anticipated that the trailer will be cleaned and prepared for delivery within the next couple of weeks.
7. The following application has been reviewed and recommended for approval:  
Contingent Form F -- Former A.C. Moore Site, 500 University Court (aka Block 14002, Lot 2)  
Report has been provided under separate cover.

**End of Report**