

REGULAR MEETING, MARCH 19, 2020

Due to the coronavirus pandemic and restrictions, the Gloucester Township Municipal Utilities Authority meeting was held via a conference call.

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, March 19, 2020, at 6:30 P.M.

The following members were present at the Authority Office: Mr. Schmidt, Mr. Carr and Mrs. Hrynio.

The following members were on the conference call: Mr. Calabrese, Mr. Pillo, Mr. Garbowski, Mrs. Bradley, Ms. Smith and Mr. Dintino.

Also present on the conference call were Mr. Christopher Long and Mr. Leisse.

Council Liaison Orlando Mercado and Mr. Brickley were excused due to the pandemic.

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. Pillo, second by Mr. Garbowski, the Minutes of the Regular Meeting of February 20, 2020 were approved.

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-31 - Resolution to pay bills out of the Operating Fund.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-32 - Resolution to pay bills out of the Renewal and Replacement Account.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-33 - Resolution to pay bills out of the Plans & Specifications Account.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

PUBLIC PORTION

There was no one present.

ENGINEER'S REPORT

Mr. Leisse presented his report, a copy of which is attached and made part of these minutes.

R-03-20-34 - Resolution Authorizing a 2nd One Year Extension with Penn Power Systems for Emergency Generator Maintenance and Inspection Services.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-35 - Resolution Approving Form "A" Application, 389 Cross Keys Road, LLC Mixed Use Development, 389 Cross Keys Road, Block 17902, Lot 13, Gloucester Township, New Jersey.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-36 - Resolution Approving Form "A" Application, 44 Coles Road Tract, 44 Coles Road, Block 10902, Lot 12, Gloucester Township, New Jersey.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-37 - Resolution Approving Contingent Form "F" Application, 44 Coles Road Tract, 44 Coles Road, Block 10902, Lot 12, Gloucester Township, New Jersey.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

CONFLICT ENGINEER

Nothing to Report.

SOLICITOR

Mr. Christopher Long reviewed a few items related to the Coronavirus:

- Permitted to use Emergency Purchasing
- Cancel all bids that are not required
- Practice social distancing

R-03-20-38 - Resolution Authorizing a Six-Month Contract Extension, Cooperative Purchase Agreement with the County of Camden, for Purchase of Copy & Computer Paper and Envelopes, Bid A-41/2019.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-03-20-39 - Resolution Authorizing a One (1) Year Cooperative Purchase Agreement with the County of Camden for Purchase of Office Supplies, Bid A-2/2020.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

There was no need for an Executive Session; therefore R-03-20-40 was not adopted.

EXECUTIVE DIRECTOR'S REPORT

Mr. Carr reviewed items regarding the Authority:

- The Administrative Building was closed for the week of March 16, 2020. A determination will be made on March 20, 2020 for the following week.
- Cleaning company was hired to clean and disinfect all buildings.
- Recycling pick-up continues on regular schedule.
- Sewer employees are working.
- We are having a difficult time with the temporary service obtaining help.

R-03-20-41 - Resolution Authorizing the Execution of an Employee Assistance Program Agreement with The Southwest Council, Inc., for a One (1) Year Term Commencing 1/1/20.

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

AYE: Mrs. Bradley, Mr. Garbowski, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

SECRETARY'S REPORT

Nothing to Report.

PUBLIC PORTION

There was no one present.

COMMENTS COUNCIL LIAISON

Mr. Mercado was excused this evening.


COMMENTS AND RECOMMENDATIONS FROM THE BOARD

The Board comments were suspending this evening.

Chairman Calabrese thanked Mr. Carr and Mrs. Hrynio for their hard work this week.

On motion of Mr. Pillo, second by Mr. Garbowski, the meeting adjourned.

All signified their approval by stating aye.



Marlene Hrynio, Recording Secretary

APPROVED MAY 21, 2020 REGULAR MEETING

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

March 19, 2020

1. My office responded to questions from Penn Power Systems regarding the Stephen Drive emergency generator submittal for revision and resubmission.
2. The bid for the new Sewer Vacuum Truck has been advertised. The bids are tentatively scheduled to open on April 7.
3. The second half of the generator PM services has been completed by Penn Power Systems. The services included oil and coolant changes and multiple systems checks to the Authority's generator units. A recommendation for payment has been submitted under separate cover.
4. On February 28, a letter was received from Penn Power Systems requesting an extension of the contract for Emergency Generator Maintenance and Inspection Services at the current terms and conditions for review and approval by the Authority. A recommendation for contract extension has been issued under separate cover.
5. On March 12, the Authority attended a design meeting at the Camden County Public Works offices to review the Somerdale Road Bridge Replacement project. The project is in preliminary design and would have impacts to the Authority's facilities. My office will assist the Authority with coordination and location of existing utilities on and near the bridge. The bridge construction is tentatively scheduled for the Spring of 2022.
6. The following applications have been reviewed and recommended for approval:

Form A & Contingent Form F – 44 Coles Road Tract (aka Block 10902, Lot 12)

Form A – 389 Cross Keys Road (CR 689) (aka Block 17902, Lot 13)

End of Report