

## REGULAR MEETING, FEBRUARY 18, 2016

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, February 18, 2016, 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, Mr. Pillo, Mr. Bianchini, Mrs. Bradley and Mr. Garbowski.

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

Council Liaison Orlando Mercado arrived late due to a prior commitment.

Chairman Calabrese stated that Mrs. Bradley would be seated for Ms. Guevara.

On motion of Mr. Simiriglia, second by Mr. Pillo, Ms. Guevara was excused from this meeting as she was ill.

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.

Chairman Calabrese read the following Resolution from Township Council that was adopted at their meeting on February 8, 2016:

R-16:02-068 – Resolution Appointing Members to the Gloucester Township Municipal Utilities Authority – Be it resolved by the Township Council of The Township of Gloucester that the following persons be and are hereby appointed to the Gloucester Township Municipal Utilities Authority.

Richard Calabrese	02-01-2016 to 01-31-2021
Alternate Ken Garbowski	02-01-2016 to 01-31-2021

Mr. Calabrese and Mr. Garbowski were sworn in by Mr. Long prior to the commencement of this meeting.

On motion of Mr. Simiriglia, second by Mr. Pillo, the Minutes of the Regular Meeting of January 21, 2016 were approved.

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

On motion of Mr. Pillo, second by Mr. Simiriglia, the Minutes of the Reorganization Meeting of February 5, 2016 were approved.

AYE: Mrs. Bradley, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

ABSTAIN: Mr. Bianchini.

**R-02-16-18** - Resolution to pay bills out of the Operating Fund.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-19** - Resolution to pay bills out of the Renewal and Replacement Account.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-20** - Resolution to pay bills out of the Plans & Specifications Account.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

## **PUBLIC PORTION**

There was no one present.

## **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-02-16-21** - Resolution Authorizing Completion of Emergency Repair Work for a Force Main Repair at Williamstown Erial Road, By R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolutions R-07-14-76 & R-05-15-44.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-22** - Resolution Approving Contingent Form "F" Application, 1236 Chews Landing Road (CR 683), Block 20601, Lot 3, Gloucester Township, New Jersey.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, 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-02-16-23** - Resolution Authorizing the Transfer of Abandoned Escrow Funds to General Revenue.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.



**R-02-16-24** - Resolution Authorizing a Month to Month Cooperative Purchase Agreement, on an "As Needed Basis", with the County of Camden for Purchase of Office Supplies, Bid A41/2013.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-25** - Resolution Approving the Leave of Absence Request of Employee, Charles Klingberg.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-26** - Resolution Authorizing the Execution of a Hold Harmless Agreement with Blackwood Plaza, LLC, The Shoppes @ Gloucester Township, (aka Blackwood Plaza), Block 13110, Lot 1, Gloucester Township, New Jersey.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-27** - Resolution Awarding Contract to Labor Team USA, Inc. for Temporary Labor Services.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-28** - Resolution Authorizing the Rejection of Sole Bid for Pump Station Monitoring & Control Hardware & Software Upgrade.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**\*R-02-16-32** - Resolution Authorizing the Acceptance of an Irrevocable Letter of Credit, No. 16-03 from Blackwood Plaza, LLC, Subject to the Conditions Contained Therein.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**\*R-02-16-33** - Resolution Authorizing the Acceptance of the Sewer Infrastructure from Two (2) Completed but Abandoned Projects and Transferring all Escrow Funds Presently Being Held to the Authority's General Revenue Fund.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

There was no need for an Executive Session; therefore **R-02-16-29** was not adopted.

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

Nothing Additional to Report.

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

**R-02-16-30** - Resolution Authorizing a Refund in the Amount of \$428.64 for an Overpayment for the Property Located at 18 Lexington Park Road, Block 18902, Lot 9, Account #121311-0, Gloucester Township, New Jersey. The Property Owner Wrote the Incorrect Amount in the Legal Line Section of the Check and Has Requested a Refund.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

**R-02-16-31** - Resolution Adopting a Cash Management Plan for the Fiscal Year 2016 – 2017 in Accordance with New Jersey Department of Community Affairs of Local Government Services.

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

AYE: Mrs. Bradley, Mr. Bianchini, Mr. Pillo, Mr. Simiriglia and Mr. Calabrese.

#### **PUBLIC PORTION**

There was no one present.

#### **COMMENTS COUNCIL LIAISON**

Mr. Mercado had no comments this evening.

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

Mr. Garbowski thanked the Mayor and Council for giving him the opportunity of serving another term. He will serve to the best of his ability.

Mr. Pillo, Mr. Simiriglia, Mrs. Bradley and Mr. Bianchini congratulated Mr. Calabrese and Mr. Garbowski on their appointments.

Mr. Calabrese thanked everyone for their support.

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

All signified their approval by stating aye.

  
\_\_\_\_\_  
Marlene Hrynio, Recording Secretary

**APPROVED MARCH 17, 2016 REGULAR MEETING**



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

**February 10, 2016**

1. The bids for the Sewer Truck and Pipeline Rehabilitation NJEIT projects were received and opened on January 27<sup>th</sup>. The bids for the Pump Station Monitoring and Controls NJEIT project were received and opened on February 3<sup>rd</sup>. Copies of the bid documents have been forwarded to the Authority Solicitor and the NJDEP Municipal Finance and Construction Element for review.
2. The new sewer camera equipment has been installed and the truck returned to the Authority. EnviroSight has provided training to the Authority operators. A partial payment recommendation has been submitted under separate cover. Final payment will be reviewed upon completion of punch list items and submission of close out documents.
3. On January 26<sup>th</sup>, the Authority received a report of an issue in the force main along Williamstown Erial Road. The force main downstream of the Lakeside Pumping Station had developed a crack in the pipe. The Authority contacted the emergency repair contractor, R.D. Zeuli, Inc. who promptly responded to the issue and completed the repair. I have recommended payment in the amount of \$7,940.00 for the services provided. A report has been provided under separate cover.
4. A design plan has been developed to address the issues of the Rain Tree force main. A meeting was held on Thursday, February 4<sup>th</sup> at the Authority offices with representatives from the Gloucester Township Police Traffic Safety Unit and R.D. Zeuli, Inc. to review the scope of work and traffic control issues. A traffic control plan was approved by the police traffic service commander and the Authority will prepare notifications to the local residents affected. The repair work is tentatively scheduled to begin on Tuesday, February 16<sup>th</sup>.
5. The following application has been reviewed and recommended for approval:  
  
Contingent Form F – 1236 Chews Landing Road (aka Block 20601, Lot 3)  
  
A report has been provided under separate cover.

**End of Report**