

## **REGULAR MEETING, SEPTEMBER 19, 2019**

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, September 19, 2019, at 6:45 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. Pillo, Mr. Schmidt, Mr. Garbowski, Mrs. Bradley and Mr. Dintino.

Also present were Mr. Christopher Long, Mr. Leisse, Mr. Applegate and Mrs. Hrynio.

Council Liaison Orlando Mercado was absent as he had a previous work commitment.

Mr. Carr was excused as he was on vacation.

Chairman Calabrese stated that Mrs. Bradley would be seated for the vacant seat.

Mr. Kirk Applegate, CPA, RMA, Authority Auditor from Bowman & Company was present during the Workshop Portion of the meeting to go over the February 28, 2019 Audit/Exit Conference and to answer any questions the Commissioners may have.

Mr. Applegate stated that there are no findings in the Audit Report. There is also no items for discussion in the Audit Report. He stated that the staff deserves a lot of credit for getting through an entire Audit, with all the State and Financial requirements, and not have any findings.

Mr. Applegate reviewed the State's GASB 68 (Pension Liability) and GASB 75 (Post Retirement Health Benefits) and its effect on the Authority.

Debt Service Coverage – we are required to have 1.1 times revenue over the annual debt service. For year ending February 28, 2019, we were at 3.06. We are doing very well.

Chairman Calabrese asked if there were any questions. Mr. Garbowski asked about interest income. There was quite an increase from 2018 to 2019. He asked if we can anticipate this in the future. Mr. Applegate stated that we do budget for interest as a revenue, however, not to the degree that we received. We always have a small amount in the budget. In the past it has been just too

volatile and the interest rates were too low. Any excess funds gets moved to surplus. We do not lose the ability to use those funds. Mr. Applegate stated that it is similar to connection fees. It is just too volatile to rely on.

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 Executive Session Meeting of December 21, 2017 were approved.

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

ABSTAIN: Mr. Schmidt.

On motion of Mr. Pillo, second by Mrs. Bradley, the Minutes of the Executive Session Meeting of April 19, 2018 were approved.

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

On motion of Mr. Pillo, second by Mr. Garbowski, the Minutes of the Executive Session Meeting of December 20, 2018 were approved.

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

On motion of Mr. Pillo, second by Mr. Garbowski, the Minutes of the Regular Meeting of August 15, 2019 were approved.

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

ABSTAIN: Mrs. Bradley.

**R-09-19-80** - Resolution to pay bills out of the Operating Fund.

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

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

**R-09-19-81** - Resolution to pay bills out of the Renewal and Replacement Account.

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

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

**R-09-19-82** - Resolution to pay bills out of the Plans & Specifications Account.

On motion of Mr. Garbowski, second by Mr. Pillo, 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 during the Work Shop portion of the meeting, a copy of which is attached and made part of these minutes.

**R-09-19-83** - Resolution Authorizing a Change Order No. 1, National Water Main Cleaning Company, Sewer Rehabilitation Project (Phase II).

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-09-19-84** - Resolution Authorizing the Award of Bid for a Heavy Duty Service Truck to H.A. DeHart.

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

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

**R-09-19-85** - Resolution Authorizing Completion of Emergency Repair Work for a Lateral Repair, 112 Garfield Avenue, By R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolutions R-06-17-66, R-05-18-50 (Extension) & R-04-19-39 (2<sup>nd</sup> Extension).

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-09-19-86** - Resolution Authorizing Completion of Emergency Repair Work for a Lateral Repair, 1062 Chews Landing Road, By R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolutions R-06-17-66, R-05-18-50 (Extension) & R-04-19-39 (2<sup>nd</sup> Extension).

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-09-19-87** - Resolution Authorizing Completion of Emergency Repair Work for a Lateral Repair, 307 Drexel Avenue, By R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolutions R-06-17-66, R-05-18-50 (Extension) & R-04-19-39 (2<sup>nd</sup> Extension).

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

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

**R-09-19-88** - Resolution Approving Contingent Form "F" Application, Proposed Restaurant – Burger King, 1370 Blackwood-Clementon Road, Block 13303, Lot 2, Gloucester Township, New Jersey.

On motion of Mr. Pillo, second by Mrs. Bradley, 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 stated that his report stands as presented during the Work Shop portion of the meeting.

**R-09-19-89** - Resolution Authorizing a Six-Month Contract, Cooperative Purchase Agreement with the County of Camden, Bid A-41/2019, For Purchase of Copy and Computer Paper & Envelopes.

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-09-19-90** was not adopted.

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

Nothing to Report.

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

**R-09-19-91** - Resolution Certifying that Each Member of the Governing Body has Received the Annual Audit and Personally Reviewed the Annual Audit, and Have Specifically Reviewed the Sections of the Annual Audit Report Entitled "General Comments" and "Recommendations", in Accordance with N.J.S.A. 40A:5A-17.

On motion of Mr. Pillo, second by Mrs. Bradley, 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.

#### **COMMENTS COUNCIL LIAISON**

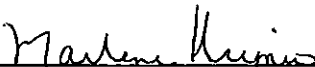
Mr. Mercado was absent this evening.

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

The Board thanked Mr. Applegate and staff for a great job.

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

All signified their approval by stating aye.

  
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Marlene Hrynio, Recording Secretary

**APPROVED OCTOBER 17, 2019 REGULAR MEETING**

**ENGINEER'S REPORT  
GLOUCESTER TOWNSHIP M.U.A.****September 19, 2019**

1. My office has reviewed completed quantities by National Water Main Cleaning Company. Recommendations for change order and payments will be submitted under separate cover.
2. Atlantic City Electric and Janney Electric are scheduling the final wiring and transformer installation for the new electric service meter at the Cherrywood Pumping Station.
3. The final design for the Stephen Drive Pump Station Emergency Generator replacement has been reviewed and approved by the Authority. My office will advertise the project for bid.
4. The Orr Road sewer upgrade TWA was deemed administratively complete by the NJDEP on September 3<sup>rd</sup>.
5. On September 10<sup>th</sup>, a bid was received for the Heavy Duty Service Truck. A recommendation to award has been submitted under separate cover.
6. On August 13<sup>th</sup>, a lateral issue was reported at 112 Garfield Avenue in the Blackwood section of the Township. R.D. Zeuli, Inc. completed the emergency repairs by replacing a section of deteriorated terracotta lateral. I have recommended payment in the amount of \$6,441.11 to R.D. Zeuli, Inc. for the services provided.
7. On September 3<sup>rd</sup>, a lateral issue was reported at 1062 Chews Landing Road in the Township. R.D. Zeuli, Inc. completed the emergency repairs by replacing sections of damaged cast iron laterals caused by the Contractor for the gas company. I have recommended payment in the amount of \$2,199.20 to R.D. Zeuli, Inc. for the services provided.
8. On September 3<sup>rd</sup>, a lateral issue was reported at 307 Drexel Avenue in the Blackwood section of the Township. R.D. Zeuli, Inc. completed the emergency repairs by replacing a section of deteriorated Orangeburg lateral. I have recommended payment in the amount of \$6,441.11 to R.D. Zeuli, Inc. for the services provided.
9. The following application has been reviewed and recommended for approval:  
  
Contingent Form<sup>3</sup>F – Burger King, 1370 Blackwood-Clementon Road (aka Block 13303, Lot 2)

**End of Report**