

REGULAR MEETING, July 20, 2017

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, July 20, 2017, 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, Ms. Guevara, Mr. Pillo, Mr. Bianchini, Mrs. Bradley and Mr. Garbowski.

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

Council Liaison Orlando Mercado was also present.

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, 2017 Audit/Exit Conference and to answer any questions the Commissioners may have.

Mr. Applegate stated that there were no findings in the Audit this year. An excellent job was done by the Finance Staff to make sure they were in compliance with all the State statutes. The accounting records were in really great shape.

A few highlights from the Audit. Debt Service Coverage – net revenues have to be at least 1.1 times the Annual Debt Service. For fiscal year 2017, the Authority's net revenues were 1.71. Net revenues were \$930,000 in excess of what is required. Mr. Applegate stated that we are in good shape financially.

During the course of the year, the 2008 NJEIT Trust Loan was refunded by the Trust. The savings on the principal payments was \$128,000 and the savings on the interest payments was \$105,576.39. That was an advantageous refunding for the Authority.

The 1993 Bonds will be paid off in March, 2018. There are plans to address Capital projects over the next few years along with corresponding financing of those projects.

Mr. Applegate spoke about the impact of GASB 68 & 71, which is the recording of the unfunded pension liability from the State.

The Authority's net position was greater in 2016 due to connection fees. The Authority collected over \$497,000 in 2016 compared to \$230,000 this year.

On the Solid Waste side, the Township has made all required payments.

On another note, on the Agenda this evening, is a resolution to amend this year's current budget. The purpose of the amendment is to pay for the 2017 NJEIT Loan. At the time when we put the budget together, we did not know that the first debt service payment would be due in August, 2018. We filed all the documents preliminary with the State and received approval to amend the budget.

Chairman Calabrese thanked Mr. Applegate for his report.

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. Simiriglia, the Minutes of the Regular Meeting of June 15, 2017 were approved.

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

ABSTAIN: Ms. Guevara.

R-07-17-73 - Resolution to pay bills out of the Operating Fund.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-74 - Resolution to pay bills out of the Renewal and Replacement Account.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-75 - Resolution to pay bills out of the Plans & Specifications Account.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, 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-07-17-76 - Resolution Authorizing the Award of Bid for Xylem Pumps, Spare Parts & Accessories.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-77 - Resolution Authorizing Completion of Emergency Repair Work for a Force Main Repair at Clementon Avenue By R.D. Zeuli, Inc., in Accordance with the Emergency Services & Supplementary Construction Services Contract Authorized by Resolutions R-07-14-76, R-05-15-44 & R-05-16-57.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-78 - Resolution Approving Contingent Form "C" Application, Jarvis Road Major Subdivision, 1271 Jarvis Road, Block 16504, Lots 10, 11 & 12, Gloucester Township, New Jersey.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, 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-07-17-79 - Resolution Granting Authorization to Discharge Amounts Due and Owed Upon Receipt of Bankruptcy Filing.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-80 - Resolution Authorizing the Inclusion of Block 3301, Lot 9, Account #160016-0, in the Borough of Magnolia Tax Sale.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-81 - Resolution Authorizing the Release of an Irrevocable Standby Letter of Credit #384 Posted by Elite Construction Corporation for the Dittess Lane Subdivision/Dittess Lane & Prospect Avenue Project.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

There was no need for an Executive Session; therefore **R-07-17-82** was not adopted.

EXECUTIVE DIRECTOR'S REPORT

Nothing Additional to Report.

SECRETARY'S REPORT

R-07-17-83 - 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 Ms. Guevara, second by Mr. Simiriglia, the above resolution was adopted on a roll call vote.

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

R-07-17-84 - Resolution to Amend the Fiscal Year Ending February 28, 2018 Adopted Budget.

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

AYE: Mr. Bianchini, Mr. Pillo, Ms. Guevara, Mr. Simiriglia and Mr. Calabrese.

PUBLIC PORTION

There was no one present.

COMMENTS COUNCIL LIAISON

Mr. Mercado had no comments this evening.

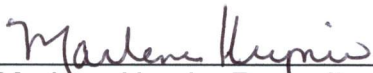
COMMENTS AND RECOMMENDATIONS FROM THE BOARD

Chairman Calabrese, during Workshop, instructed the Board to read the correspondence in the Executive Director's booklet from Glatfelter Insurance Group and our broker, Mr. English from Willis Insurance, regarding the Risk Control Visit on June 28, 2017. Mr. English cannot remember the last time a survey resulted in no recommendations.

The Board commended Mr. Carr & Mrs. Hrynio on the Audit and Mr. Carr and staff on the risk control visit. It is a testament to the hard work of our employees.

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

All signified their approval by stating aye.



Marlene Hrynio, Recording Secretary

APPROVED AUGUST 17, 2017 REGULAR MEETING

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

July 13, 2017

1. Xylem technicians continue to be on site to complete the final retrofit stations. All of the new control panel materials have been received by the Authority. Xylem technicians for the new panel installations are scheduled to begin the end of July. My office has reviewed and recommended for approval a partial payment request under separate cover. Xylem has submitted a contract extension request that my office will review with the Authority and the NJDEP. My office is working with the Authority to submit the initial request for reimbursement of the loan funding from the NJDEP.
2. On June 15th, a force main issue was reported along Clementon Avenue downstream of the pumping station. A section of the ACP force main was cracked and leaking. R.D. Zeuli, Inc. completed the emergency repairs and reconnected the force main. I have recommended payment in the amount of \$9,292.50 to R.D. Zeuli, Inc. for the services provided.
3. Advanced Rehabilitation Technologies completed the coating of the Fay Ann bar screen structure on Tuesday, July 11th and the Stephens Drive structures on Wednesday, July 12th. The Authority and I will review the condition of the collection system in those and other areas for future rehabilitation.
4. The Authority has engaged a local electrical contractor to complete the electrical service upgrades at Wye Oaks Pumping Station. Design plans have been submitted to the Construction Office for permitting and panels have been received by the Authority. We are working with the Authority and the Contractor to procure materials for the work in anticipation of receiving the electrical permit.
5. Re-bid proposals for the 2017 procurement of Xylem Pumps, Spare Parts and Accessories were received on June 28th. A recommendation has been provided under separate cover.
6. Contracts for the 2017 Emergency Repairs to Wastewater Conveyance System, Mains and Laterals and Supplementary Construction Services have been executed and distributed.
7. The following application has been reviewed and recommended for approval:

Contingent Form C – Jarvis Road Major Subdivision, 1271 Jarvis Road (Block 16504, Lot 10, 11 & 12)

A report has been provided under separate cover.

End of Report