

REGULAR MEETING, SEPTEMBER 17, 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, September 17, 2020, at 6:30 P.M.

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

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

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

Council Liaison Orlando Mercado was also on the call.

Mr. Lisse has a prior work commitment and Mr. Carr was on vacation.

Chairman Calabrese stated that Ms. Smith would be seated for the vacant seat.

Mr. Kirk Applegate, CPA, RMA, Authority Auditor from Bowman & Company was present to go over the February 29, 2020 Audit/Exit Conference and to answer any questions the Commissioners may have.

Mr. Applegate stated that this audit was one of his most difficult as 90% of the audit had to be done remotely due to the Coronavirus. He appreciates the staffs' help in getting him the files, etc. that he needed.

There are no findings in the Audit Report, which is a reflection upon the Administration staffs' performance this year. 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. A remarkable job was done.

Financially, the MUA is in a strong position. Revenues were consistent with prior years. Going forward, we should not experience any issues this year with the Pandemic, as we are still collecting rents as normal. Operating expenses were down slightly and investment income was about the same as FY

2019. Investment income may be down this year with interest rates dropping dramatically.

Mr. Applegate strongly recommends that the Board read the MD&A, if they have not already. It is prepared by Mr. Carr & Mrs. Hrynio. It contains a lot of pertinent information about the MUA, where we stand financially and where we are going with Capital Projects.

Debt Service Coverage – we are required to have 110 times revenue over the annual debt service. For year ending February 29, 2020, we were at 306%. We are doing very well.

Solid waste revenue is consistent from year to year. We continue to hover around \$315,000/year.

Chairman Calabrese asked if there were any questions. Mrs. Bradley stated it is wonderful that there were no deficiencies. Mr. Applegate stated that it has been the last couple of years. It is a great accomplishment.

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. Schmidt, the Minutes of the Regular Meeting of August 20, 2020 were approved.

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-81 - Resolution to pay bills out of the Operating Fund.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-82 - Resolution to pay bills out of the Renewal and Replacement Account.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-83 - Resolution to pay bills out of the Plans & Specifications Account.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

PUBLIC PORTION

There was no one present.

ENGINEER'S REPORT

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

R-09-20-84 - Resolution Authorizing a Change Order No. 1, H.A. DeHart & Son, Heavy Duty Service Truck Project.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-85 - Resolution Authorizing a One Year Extension with Evoqua Water Technologies, LLC for Hydrogen Sulfide Control Services.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-86 - Resolution Authorizing the Advertisement for the Receipt of Bids for the Annual Sewer Rehabilitation Project.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-87 - Resolution Approving Contingent Form "F" Application, WaWa Food Market & Fueling Station, 1990 Erial New Brooklyn Road, Block 16401, Lots 1, 2, 3, 4 & 42, Gloucester Township, New Jersey.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

CONFLICT ENGINEER

Nothing to Report.

SOLICITOR

Mr. Christopher Long stated that he is continuing to monitor the CDC Guidelines and Governor's orders.

R-09-20-88 - Resolution Granting Authorization to Discharge Amounts Due and Owed Upon Receipt of Bankruptcy Filing.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

R-09-20-89 - Resolution Authorizing the Acceptance of Cash in the Amount of \$26,040.00, In Lieu of a Maintenance Bond, Posted By S&P Sicklerville, LLC, Royal Farms-Winslow Township, Block 601, Lot 1.02, Winslow Township, New Jersey.

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

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

There was no need for an Executive Session; therefore **R-09-20-90** was not adopted.

EXECUTIVE DIRECTOR'S REPORT

Mr. Carr was on vacation.

SECRETARY'S REPORT

R-09-20-91 - 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 Mr. Schmidt, the above resolution was adopted on a roll call vote.

AYE: Ms. Smith, Mrs. Bradley, Mr. Schmidt, Mr. Pillo and Mr. Calabrese.

PUBLIC PORTION

There was no one present.

COMMENTS COUNCIL LIAISON

Mr. Mercado congratulated the Authority on a very good audit.

COMMENTS AND RECOMMENDATIONS FROM THE BOARD

The Board commended the staff for an audit with no findings and thanked Mr. Applegate.

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

All signified their approval by stating aye.



Marlene Hrynio, Recording Secretary

APPROVED OCTOBER 15, 2020 REGULAR MEETING

**ENGINEER'S REPORT
GLOUCESTER TOWNSHIP M.U.A.****September 17, 2020**

1. Penn Power Systems has provided a delivery date of the Stephens Avenue generator for October 12th. My office will coordinate delivery and startup. The Authority will complete the installation of the new generator.
2. The Contractor has submitted the permit application for the Lincoln Avenue Generator Replacement project to the Township Construction Office. Once the permit has been issued, the Contractor will begin site preparation work. Generator delivery and installation is tentatively scheduled for November.
3. The Erial Road Pumping Station Emergency Generator Replacement project has been advertised and currently scheduled to open bids on October 6th.
4. Final training on the Heavy Duty Service Truck has been provided by the supplier. The Authority has taken acceptance of the truck. I have recommended final payment in the amount of \$41,647.00. Based on the request by the Authority for additional shelving in the truck, I have recommended change order no. 1 in the amount of \$3,084.00.
5. Evoqua Water Technologies has submitted a request for extension of the current odor control contract with the Authority. The extension would allow the Authority to utilize the same unit costs as per the 2019 contract. A recommendation has been submitted under separate cover.
6. My office is preparing the technical specifications for the Sewer Rehabilitation 2020 Phase 1 project and respectfully request authorization to advertise.
7. The following application has been reviewed and recommended for approval:

Contingent Form F – Wawa Market & Fueling Station, 1990 Erial – New Brooklyn Road (aka Block 16401, Lots 1, 2, 3, 4 and 42)

End of Report