

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, June 21, 2017 at 7:31 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act.

Roll Call:

Present: Mr. Buscher, Mr. Hartman, Mr. Knott, Mrs. Burke, Mr. Schultz

Absent: Mr. Green, Mr. Odenath

Also in attendance Mrs. Corson, Executive Director, Mr. Long, Solicitor, Mr. Dougherty, Engineer, and Mr. Welding, Auditor.

Mr. Hartman made a motion to excuse Mr. Odenath for vacation absence, seconded by Mr. Shultz. On voice vote, motion carried. Mr. Shultz made a motion to seat Mrs. Burke, seconded by Mr. Hartman. On voice vote, motion carried. Mr. Green arrived 7:33 pm and was present for the meeting.

Mr. Buscher introduced Mr. Welding who proceeded with the review of the Budget. Mr. Welding stated that a rate study will be conducted as soon as the consumption figures from June meter readings are available. Mr. Welding also stated that he looked into changing the fiscal year from 7/31 to 6/30 and he does not think that will be an option due to bond resolutions and trust agreements. Mr. Welding reminded the Board of the upcoming November financing for the sewer projects.

Mr. Shultz made a motion to approve the Budget Review, seconded by Mr. Hartman.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nays: None

Abstain: None

Mr. Hartman made a motion to open the floor to the public, seconded by Mr. Knott. On voice vote, motion carried.

There was no one in the audience to address the Board.

Mrs. Burke made a motion to close the floor to the public, seconded by Mr. Green. On voice vote, motion carried.

Minutes:

The Minutes of the May 17, 2017 meeting and Closed Session.

Mrs. Burke made a motion to approve the minutes of the May meeting, seconded by Mr. Green. On voice vote, motion carried.

Correspondence:

1. From Dave Patterson re: PHMUA v. Woodcrest Fields
2. From NJ DEP re: One-Year Extension Third Fairway
3. To Taylor Maid Cleaning Service re: Theft of Service 1806 Bromley Estates
4. From Pat Garvey re: Thank you

The Board reviewed the correspondence. Mr. Hartman questioned Item#3 regarding warning for theft of service. Mrs. Corson explained that a warning is given to both businesses and residents. There is claim of squatters using the water illegally. Mr. Hartman said that as long as the account is in the business name the business is responsible and a second warning could possibly hurt their bonding. Mr. Knott made a motion to approve the Correspondence, seconded by Mr. Green. On voice vote, motion carried.

Engineer's Report:

**I. Active Projects**

1. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
  - a. Awarded to Level-1 Construction; NJEIT FY2016 funding.
  - b. NTP March 15, 2017; Contract end date is June 13, 2017.
  - c. Time extension request.
  - d. Force main construction underway.
  - e. **Revised estimated project cost: \$520,500.**
  - f. Closing on NJEIT Loan: November 2017.
2. Cloverdale - Erial Road Watermain Rehab (PHMU 1703)
  - a. Design underway.
  - b. Advertise/Award July.
  - c. Construction August/September.
  - d. Estimated project cost: \$139,700.
  - e. County project at Cloverdale; Award July; Fall Construction.
3. Various Water Projects for Consideration for NJEIT Loan

- a. Asset Management Plan
  - 1) Required with loan application.
- b. Erial Road Watermain Rehab
  - 1) Echologics Report: no leaks.
  - 2) 2018 County project: remainder of Erial Road.
  - 3) Approximately sixty (60) water service replacements.
  - 4) 3,500 LF of ACP water main suspected to be in “poor” condition.
  - 5) Pennoni proposal for loan application and design for lining services.
- c. Branch Avenue Fire Flow and 3rd Ave Loop
  - 1) MUA to install watermain at 3rd Avenue.
  - 2) PRV design by Pennoni.
- d. New Well and Well 6 & 7 Decommissioning
  - 1) NJDEP inspection
  - 2) Abandon Wells.
  - 3) Must construct new well to maintain Firm Capacity.
- e. Generator at Turnerville Road Plant
- 4. Water Allocation Permit
  - a. Permit expires September 30, 2017.
  - b. Pennoni submitted draft permit.
- 5. Turnerville Road Emergency Repairs
  - a. “Pipe Bursting” repair complete by AP construction and AmeriDrill.
  - b. Additional road restoration required.
  - c. County to TV storm sewer.
- 6. Map Updates
  - a. 2017 updates.

**II. Other Projects**

- 1. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
  - a. Amboy Bank looking to construct 90 Townhomes.
  - b. Amboy Bank agreement negotiations.
- 2. “Pine Hill Partners” (Lakes at Pine Hill) (PHMU 0612)
  - a. Pennoni issued bond release recommendation (release not recommended).
- 3. The Greens at Pine Hill (Pine Hill Gardens) (PHMU 1306)
  - a. Inspection escrow has been posted; performance bond waived.
  - b. NTP July 10, 2017 (By others).
- 4. Annual Water Bond Trustee Report
  - a. Report submitted February 24th.
- 5. Long Term Capital Projects
  - a. Lining projects ,valve replacements, fire hydrant replacements.
  - b. Eliminate Dead-end loops; consider C-900 pipe.
  - c. Meter replacements: investigate programs for funding.
- 6. Identify Funding Sources
  - a. NJEITF (Loans) now accepting rolling applications.
- 7. Tank Antenna
  - a. ATT: New installation at Mt Clement.
  - b. ATT: Turnerville.
  - c. Cellco/Verizon: New Installation at Mt. Clement (hold).
  - d. Cellco/Verizon: Turnerville.
  - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement; new work.
  - f. T-Mobile/MetroPCS: Turnerville.
  - g. Sprint: Mt. Clement.
- 8. Maintenance Bonds
  - a. Greenwood Avenue expires January 17, 2019.
- 9. Third Fairway (Trump Philadelphia)
  - a. One-year TWA permit extension request.

Mr. Dougherty reviewed his report with the Board.

The MUA through shared services borrowed Lindenwold’s pump to pump down the pond to help the contractor do the work at Madison Ave. Per Mr. Hartman a thank-you for the shared services will be sent.

Mr. Dougherty stated a sixty (60) day extension of time is needed to complete the Madison Ave project.

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY  
 RESOLUTION AUTHORIZING CONTRACT EXTENSION FOR THE MADISON AVENUE PUMP  
 STATION IMPROVEMENTS AND FORCE MAIN CONNECTION TO THE CCMUA  
 Resolution #17-69

WHEREAS, the contract for the Madison Avenue Pump Station Improvements and Force Main Connection to the CCMUA project between the Pine Hill Borough Municipal Utilities Authority (“PHMUA” and/or “Authority”) and Level-1 Construction was to expire on June 13, 2017; and

WHEREAS, due to unforeseen condition and lead time for materials, Hugh J, Dougherty, P.E., Engineer on behalf of the Authority has recommended a sixty (60) day time extension for the completion of the contract until August 12, 2017; and

WHEREAS, Mr. Dougherty has prepared a Contract Modification Proposal and Acceptance extended the contract time for sixty (60) days; and

WHEREAS, the Executive Director and Chairman and Board Members of the Authority concur that such an extension is in the best interest of the Authority and its ratepayers.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.

The Executive Director and/or her designee are authorized to take any and all necessary steps to grant the sixty (60) day extension to the contract for the Madison Avenue Pump Station Improvements and Force Main Connection to the CCMUA project

Mr. Hartman made a motion to grant the 60 day extension, seconded by Mr. Knott.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nays: None

Abstain: None

Mr. Dougherty also stated that he feels the use of the competitive bid process for the road repair at Estates Rd & Turnerville Road is in the best interest of the Authority.

Mr. Hartman made a motion to accept the Engineer's Report, seconded by Mr. Knott.

On voice vote, motion carried.

Solicitor's Report:

Mr. Long stated there is a negotiations session set up for July 13<sup>th</sup>. He reminded the Board to e-mail Mrs. Corson or himself any terms and /or conditions they would like discussed for the Union Contract.

Mr. Knott made a motion to accept the Solicitor's Report, seconded by Mr. Schultz.

On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's Report.

Mr. Hartman made a motion to accept the Operations Manager's Report, seconded by Mr. Knott. On voice vote, motion carried.

Executive Director's Report:

Mrs. Corson stated there are five (5) manholes on Cross Keys Road that have to be repaired for which Mr. Toal is in the process of obtaining quotes.

Mr. Hartman made a motion to accept the Executive Director's Report, seconded by Mr. Knott. On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

**Resolution #17-70**  
Corrective Action Plan

Finding No. 2016-0001

Condition

The computerized general ledger cash balances for the general disbursement and payroll accounts as of July 31, 2016 do not agree to the reconciled cash balances per subsidiary bank reconciliations.

Analysis

The Authority has reviewed this issue.

Corrective Action

The Executive Director will review the general disbursement and payroll accounts monthly; once the bank reconciliations are completed to confirm they reconcile with the general ledger cash balances.

Implementation Date

June 2017

Mr. Hartman made a motion to accept the resolution, seconded by Mr. Green.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nays: None

Abstain: Mr. Odenath

**Resolution #17-71**  
Water Billing Adjustments

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

|           |         |                               |                      |
|-----------|---------|-------------------------------|----------------------|
| 957000-0  | \$11.67 | 1104 Bromley Estates          | Duplicate Final      |
| 985000-0  | \$11.67 | 1506 Bromley Estates          | Duplicate Final      |
| 3337000-1 | \$96.46 | 23 Richards Avenue            | Bankrupcy Discharged |
| 1577000-0 | \$35.00 | 140 E. 9 <sup>th</sup> Avenue | Duplicate T.O. Fee   |

**Resolution #17-72**

**Sewer Billing Adjustments**

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

|           |         |                    |                      |
|-----------|---------|--------------------|----------------------|
| 3337000-1 | \$60.67 | 23 Richards Avenue | Bankrupcy Discharged |
|-----------|---------|--------------------|----------------------|

Mr. Knott made a motion to accept the water and sewer billing adjustments, seconded by Mr. Hartman.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nayes: None

Abstain: None

**Water Operating**

**Resolution #17-73**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

|      |           |                              |                                |
|------|-----------|------------------------------|--------------------------------|
| 7036 | 227.18    | BMEU Clerk, Deptford USPS    | Supplies - Office              |
| 7037 | 908.80    | BMEU Clerk, Deptford USPS    | Supplies - Office              |
| 7038 | 64.00     | NJ Motor Vehicle Commission  | Automotive Expense             |
| 7039 | 30.00     | NJ Motor Vehicle Commission  | Automotive Expense             |
| 7040 | 1,199.50  | AAMCO Transmissions          | Automotive Expense             |
| 7041 | 6,587.00  | A C Schultes Inc.            | Repair/Maintenance - System    |
| 7042 | 6,512.82  | Atlantic City Electric       | Utilities - Operating          |
| 7043 | 104.63    | ACME Uniforms                | Supplies - Operating           |
| 7043 | 18.50     | ACME Uniforms                | Supplies - Office              |
| 7044 | 53.00     | Allbrand Supply Inc.         | Supplies - Operating           |
| 7045 | 53.34     | Alpha Message Center         | Repair/Maintenance -Office     |
| 7046 | 12,920.41 | Amerihealth Insurance Co NJ  | Health Insurance               |
| 7047 | 150.00    | Anthony Cipriano 3rd         | Miscellaneous - Operating      |
| 7048 | 215.00    | American Water Works Assoc.  | Training/Education - Operating |
| 7049 | 3,000.00  | Bank of NY Mellon            | Trustee                        |
| 7052 | 4,422.50  | Bowman & Company LLP         | Audit and Accounting Fees      |
| 7053 | 149.04    | Casa Payroll Services LLC    | Supplies - Office              |
| 7054 | 1,284.48  | C & C Computer Designs       | Supplies - Office              |
| 7055 | 278.17    | Citgo Fleet Service          | Automotive Expense             |
| 7056 | 145.88    | Comcast Inc.                 | Supplies - Office              |
| 7057 | 100.00    | Debra Corson                 | Miscellaneous - Office         |
| 7057 | 38.71     | Debra Corson                 | Training/Education - Admin.    |
| 7058 | 85.62     | Courier Post                 | Supplies - Office              |
| 7059 | \$160.00  | Coverall of Philadelphia     | Supplies - Office              |
| 7060 | 137.50    | Delcrest Sign Inc.           | Automotive Expense             |
| 7061 | 219.00    | Eurofins                     | Laboratory Testing             |
| 7062 | 25.00     | FlexFacts                    | Health Insurance               |
| 7063 | 18.93     | Patricia Garvey              | Health Insurance               |
| 7064 | 254.80    | W.W. Grainger Inc.           | Supplies - Operating           |
| 7065 | 2,190.24  | Groff Tractor New Jersey LLC | Automotive Expense             |
| 7066 | 9.00      | Michael Grogan               | Health Insurance               |
| 7067 | 18.00     | Tom Hassett                  | Health Insurance               |
| 7068 | 205.00    | HD Supply Waterworks Inc.    | Hydrant Maintenance            |
| 7069 | 21.81     | Home Depot Inc.              | Supplies - Operating           |
| 7069 | 23.94     | Home Depot Inc.              | Supplies - Office              |
| 7070 | 361.60    | Horizon BC/BS Inc.           | Health Insurance               |
| 7071 | 75.00     | Matthew Hufner               | Health Insurance               |
| 7074 | 528.25    | Wade, Long, Wood, & Long     | Legal Fees                     |
| 7075 | 30.00     | Lethal Pest Solutions Inc.   | Repair/Maintenance - Office    |
| 7076 | 5.29      | Mechanics Auto Parts Inc.    | Automotive Expense             |
| 7077 | 1,004.25  | Miracle Chemical Co. Inc.    | Chemicals                      |
| 7078 | 67.80     | Nextel/Sprint Inc.           | Telephone - Operating          |
| 7079 | 19,892.89 | NJ American Water Inc.       | Water Agreements               |
| 7080 | 179.25    | NJ Motor Vehicle Commission  | Automotive Expense             |
| 7081 | 39.38     | One Call Concepts Inc.       | Repair/Maintenance - System    |
| 7082 | 3,702.25  | Pennoni Associates Inc.      | Engineer Fees                  |

|      |        |                         |                                |
|------|--------|-------------------------|--------------------------------|
| 7083 | 43.75  | Pine Hill Auto Repair   | Automotive Expense             |
| 7084 | 152.94 | Pine Hill Hardware Inc. | Supplies - Operating           |
| 7086 | 125.60 | Rio Supply, Inc.        | Meter/Connections              |
| 7087 | 26.70  | Sams Club               | Supplies - Office              |
| 7087 | 38.96  | Sams Club               | Supplies - Operating           |
| 7088 | 35.40  | S J Gas Company, Inc.   | Utilities - Office             |
| 7088 | 50.78  | S J Gas Company, Inc.   | Utilities - Operating          |
| 7089 | 74.00  | St. Treasury, NJ State  | Supplies - Operating           |
| 7090 | 101.00 | Verizon Inc.            | Repair/Maintenance - System    |
| 7091 | 26.95  | Jim Wakeley             | Health Insurance               |
| 7091 | 215.00 | J. Wakeley - AWWA Memb. | Training/Education - Operating |
| 7092 | 216.00 | West & Thomason Corp.   | Supplies - Office              |
| 7093 | 23.50  | Xerox Corp.             | Supplies - Office              |
| 7094 | 474.50 | Xtel Communications     | Telephone - Office             |
| 7094 | 238.39 | Xtel Communications     | Supplies - Operating           |

Water Renewal & Replacement

Resolution #17-74

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

|      |             |                             |                      |
|------|-------------|-----------------------------|----------------------|
| 7051 | \$19,405.50 | Bayshore Ford of Pennsville | Truck/2017 Ford F150 |
|------|-------------|-----------------------------|----------------------|

Mrs. Burke made a motion to accept the payment of the water bills to be found true and correct, seconded by Mr. Buscher.

Roll call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nayes: None

Abstain: None

Sewer Operating

Resolution #17-75

|      |           |                                |                             |
|------|-----------|--------------------------------|-----------------------------|
| 7036 | 227.18    | BMEU Clerk Deptford USPS       | Supplies - Office           |
| 7038 | 64.00     | NJ Motor Vehicle Commission    | Automotive Expense          |
| 7039 | 30.00     | NJ Motor Vehicle Commission    | Automotive Expense          |
| 7040 | 1,199.50  | AAMCO Transmission             | Automotive Expense          |
| 7042 | 4,122.60  | Atlantic City Electric         | Utilities - Operating       |
| 7042 | 243.08    | Atlantic City Electric         | Utilities - Office          |
| 7043 | 104.62    | ACME Uniforms                  | Supplies - Operating        |
| 7043 | 18.50     | ACME Uniforms                  | Supplies - Office           |
| 7044 | 53.00     | Allbrand Supply Inc.           | Supplies - Operating        |
| 7045 | 53.33     | Alpha Message Center, Inc.     | Repair/Maintenance - Office |
| 7046 | 8,613.59  | AmeriHealth Insurance Co. Inc. | Health Insurance            |
| 7047 | 150.00    | Anthony Cipriano 3rd Backhoe   | Automotive Expense          |
| 7049 | 3,000.00  | Bank of NY Mellon              | Trustee                     |
| 7050 | 72.75     | Barton Supply Inc.             | Supplies - Operating        |
| 7052 | 4,422.50  | Bowman & Company LLP           | Audit & Accounting Fees     |
| 7053 | 149.03    | Casa Payroll Services LLC      | Supplies - Office           |
| 7054 | 1,284.47  | C&C Computer Design            | Supplies - Office           |
| 7055 | 278.17    | Citgo Fleet Service Inc.       | Automotive Expense          |
| 7057 | 38.70     | Debra Corson                   | Training/Education - Admin  |
| 7058 | 85.62     | Courier Post Inc.              | Supplies - Office           |
| 7060 | 137.50    | Delcrest Sign Co. Inc.         | Automotive Expense          |
| 7062 | 25.00     | FlexFacts                      | Supplies - Office           |
| 7063 | 12.62     | Patricia Garvey                | Health Insurance            |
| 7064 | 254.80    | W.W. Grainger Inc.             | Supplies - Operating        |
| 7065 | 2190.24   | Groff Tractor New Jersey LLC   | Automotive Expense          |
| 7066 | 6.00      | Michael Grogan                 | Health Insurance            |
| 7067 | 12.00     | Tom Hassett                    | Health Insurance            |
| 7069 | 21.80     | Home Depot                     | Supplies - Operating        |
| 7069 | 23.94     | Home Depot                     | Supplies - Office           |
| 7070 | 241.07    | Horizon BC/BS                  | Health Insurance            |
| 7073 | 11,421.15 | Lindenwold Sewer Authority     | Transmittal Agreements      |

|      |          |                             |                             |
|------|----------|-----------------------------|-----------------------------|
| 7074 | 309.25   | Wade, Long, Wood & Long     | Legal Fees                  |
| 7076 | 5.28     | Mechanics Auto Parts Inc.   | Automotive Expense          |
| 7078 | 67.79    | Nextel/Sprint Inc.          | Telephone - Operating       |
| 7080 | 179.25   | NJ Motor Vehicle Commission | Automotive Expense          |
| 7081 | 39.37    | One Call Concepts Inc.      | Repair/Maintenance - System |
| 7082 | 1,061.05 | Pennoni Associates Inc.     | Engineer Fees               |
| 7083 | 43.75    | Pine Hill Auto Repair       | Automotive Expense          |
| 7084 | 152.94   | Pine Hill Hardware Inc.     | Supplies - Operating        |
| 7085 | 27.00    | Progas Inc.                 | Chemicals                   |
| 7087 | 26.70    | Sams Club                   | Supplies - Office           |
| 7087 | 38.96    | Sams Club                   | Supplies - Operating        |
| 7088 | 41.34    | S J Gas Company, Inc.       | Utilities - Operating       |
| 7089 | 74.00    | St. Treasurer, NJ State     | Supplies - Operating        |
| 7090 | 176.90   | Verizon Inc.                | Repair/Maintenance - System |
| 7091 | 17.96    | Jim Wakeley                 | Health Insurance            |
| 7092 | 216.00   | West & Thomason Corp.       | Supplies - Office           |
| 7093 | 23.49    | Xerox Corp.                 | Supplies - Office           |
| 7094 | 363.08   | Xtel Communications Inc.    | Telephone - Office          |
| 7094 | 183.76   | Xtel Communications Inc.    | Supplies - Operating        |

Sewer General

Resolution #17-76

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

|      |             |                             |                          |
|------|-------------|-----------------------------|--------------------------|
| 7051 | \$19,405.50 | Bayshore Ford of Pennsville | Truck/2017 F150          |
| 7072 | 114,187.50  | Level 1 Construction        | CCMUA/Madison Ave Tie In |
| 7082 | 6,374.00    | Pennoni Associates Inc.     | CCMUA/Madison Ave Tie In |

Mrs. Burke made a motion to accept the payment of the sewer bills to be found true and correct, seconded by Mr. Buscher.

Roll call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nayes: None

Abstain: None

Resolution #17-77

AUTHORIZING THE PINE HILL BOROUGH MUNICIPAL UTILILTIES AUTHORITY TO GO INTO CLOSED SESSION

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHBMUA") is subject to the Open Public Meetings Act, N.J.S.A.A. 10:4-1 et seq. ("Act") which requires that its meetings be open to the general public; and

WHEREAS, Section 10:4-12 of the Act permits the Authority to go into closed session, which is not open to the general public, for certain limited purposes enumerated in that Section; and

WHEREAS, the Authority hereby desires to adopt this Resolution to go into closed session at this time in order to: [*Check all that apply*]

  X   Discuss matters deemed confidential by express provision of Federal or State Law or Rule of Court;

       Discuss matters in which release of the information would impair a right to receive funds from the United States Government;

       Discuss matters the disclosure of which constitutes an unwarranted invasion of individual privacy, including but not limited to, information relative to an individual's personal or family circumstances and any material relating to medical, rehabilitation, custodial, or child protection issues;

       Discuss Collective Bargaining Agreements;

       Discuss any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if disclosed;

       Discuss any tactics and techniques utilized in protecting the safety and property of the public if disclosure would impair such protection and/or any investigations or violations or possible violations of the law;

  X   Discuss any pending or anticipated litigation or contract negotiation (other than collective bargaining) in which the Authority is or may become a party and/or any matters falling within the attorney-client privilege; and/or

X   Discuss any matter involving the appointment, termination, terms and conditions of employment, evaluation of performance of, any specific prospective or current public officer or employee of the Authority;

Related to: *[Must Fill in Specifics]* Litigation Amboy Bank / Authority Personnel ;

WHEREAS, the Authority believes that the matters discussed in closed session will be disclosed to the general public if an when the Board of Commissioners of the Authority will need to adopt a further resolution taking action on such matters as may be required under the County Improvement Authority Act, N.J.S.A. 40:37A-1 et seq.;

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby resolves to go into closed session for the reasons articulated above immediately after passage of this Resolution. This Resolution shall be kept on file for public inspection in accordance with statutory provisions.

Mr. Hartman made a motion to go into Executive Session, seconded by Mr. Knott.

On voice vote, motion carried.

Mr. Green made a motion to close Executive Session, seconded by Mr. Hartman.

On voice vote, motion carried.

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION AUTHORIZING PROMOTION OF EMPLOYEE JAMES WAKELEY FROM A  
MAINTENANCE WORKER II TO THE POSITION OF MAINTENANCE WORKER II – ADVANCED  
Resolution #17-78

WHEREAS, James Wakeley is current employed by the Pine Hill Borough Municipal Utilities Authority as a Maintenance Worker II; and

WHEREAS, James Wakeley has completed all necessary requirements and possesses all necessary qualifications for the position of Maintenance Worker II – Advanced; and

WHEREAS, the Executive Director has recommended that James Wakeley be promoted to the position of Maintenance Worker II – Advanced and given a pay increase of \$1.50/hour; and

WHEREAS, the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority concur with the Executive Director’s recommendation.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority that James Wakeley is hereby promoted to the position of Maintenance Worker II – Advanced with a pay increase of \$1.50/hour. The Executive Director is hereby authorized to complete any and all necessary steps required to effectuate this promotion.

Mr.Hartman made a motion to approve the resolution, seconded by Mr. Knott.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mrs. Burke

Nays: None

Abstain: None

Mr. Hartman made a motion to adjourn the meeting, seconded by Mr. Buscher.

On voice vote, motion carried unanimously. Meeting adjourned at 9:03 pm.

Respectfully submitted,

Patricia Garvey  
Recording Secretary