

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Tuesday, **June 18, 2024** at 7:00 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

PINE HILL MUNICIPAL UTILITIES AUTHORITY

AGENDA

Tuesday June 18, 2024
7:00 PM

PLEDGE OF ALLEGIANCE TO THE FLAG

OPEN PUBLIC MEETING ACT

ROLL CALL

ON THE AGENDA

OPEN THE FLOOR TO THE PUBLIC

MINUTES OF THE FOLLOWING MEETING

1. June 18, 2024

CORRESPONDENCE

1. Apartment Water Service Maintenance letter
2. From D. Warrington – Quote for Sodium Hypochlorite Solution
3. Senior Maintenance Worker II Advanced

REPORTS

1. ENGINEER
2. SOLICITOR
3. LICENSED OPERATIONS MANAGER
4. EXECUTIVE DIRECTOR
5. BOARD MEMBERS

NEW BUSINESS

OLD BUSINESS

RESOLUTION

1. Budget Transfer Sewer - Insurance
2. Budget Transfer Water – Misc Office
3. Resolution Flygt Pump Atlantic Ave
4. Resolution Flygt Pump Carol Dr.
5. Resolution Authorizing Omnia Partners Coop.
6. Budget Transfer Sewer - Railroad Rental
7. Resolution Water Billing Adjustments
8. Payment of Bills

ADJOURNMENT

Mr. Knott 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. Knott, Mrs. Burke, Mr. Ford,

Absent Mr. Odenath, Mr. Green, Mr. Hassett and Mr. Harris

Also in attendance was Mr. Buirch executive Director, Mr. Chris Long Solicitor. MR. Toal and Mr. Donohue

Mr. Knott made a motion to seat Mr. Ford second by Mrs. Burke. Motion carried

Mrs. Burke made a motion to open the floor to the public, seconded by Mr. Ford. Motion carried.

No one was present from the public.

Mr. Knott made a motion to close the floor to the public, seconded by Mrs. Burke. Motion carried.

Minutes:

Mrs. Burke made a motion to approve the minutes of the June 18, 2024, meeting, seconded by Mr. Knott.

Ayes: Mr. Knott, Mrs. Burke, Mr. Ford,

Nays: None

Abstain:

Correspondence:

**Pine Hill Borough
Municipal Utilities Authority**
907 Turnerville Road
Pine Hill, NJ 08021

Hours 9 to 4
Monday thru Friday
856-783-0739
FAX 856-782-7161

May 31, 2024

The Mansions
7 Thomas Dr
Cumberland Foreside ME 04110-1318

Re: Pine Hill Borough MUA
Apartment Complex Water Service Maintenance

To Whom It May Concern,

Upon the inspection of the Main shut off valves in the complex, our Maintenance personal has determined that the valves are in accordance with AWWA standards and NJDEP safety protocols. Our office will contact you next year to setup the Annual inspection. If you have any questions feel free to contact our office.

**Pine Hill Borough
Municipal Utilities Authority**
907 TURNERVILLE ROAD
PINE HILL, NEW JERSEY 08021

Hours: 9 to 4
Monday thru Friday
(856) 783-0739
FAX (856) 782-7161

June 6, 2024

Dear Authority Board Members,

We currently went out for quotes for Sodium Hypochlorite Solution 15%. This contract is for one year, 7/01/24 – 6/30/25.

Miracle Chemical Co. \$4.989/gal

George S. Coyne Chemical \$5.6795/gal

Miracle Chemical submitted the lowest quote. Please approve and award the quote to Miracle Chemical Company for \$4.989/gal.

PINE HILL BOROUGH

MUNICIPAL UTILITIES AUTHORITY
Senior Maintenance Worker II - Advanced

JOB DESCRIPTION

This individual will train and serve as a backup to the Operations Manager. They will learn all aspects of the Operation Managers position including the handling of all Authority compliance to all local, state, and federal requirements. They will train to ensure all required reports and testing are provided to the state in a timely manner. This position requires the ability to analyze and interpret laws, ordinances, regulations, standards, and procedures. This individual will continue to perform routine operational and maintenance duties related to the repair of various Utilities Authority buildings, grounds, equipment, wells, sewer lift stations, water and sewer lines, water meters and vehicles. Continuous and strenuous physical effort demanded in walking, bending, standing, and lifting or carrying equipment and materials while performing duties under various weather conditions. Performs related duties as assigned.

EXAMPLES OF WORK

Completes assignments as directed, exhibits good workmanship in a timely manor.

Performs manual work such as digging and back filling of excavations.

Handles heavy materials on maintenance and repair projects, also assists in laying pipe and raking material for street surfaces.

Exhibits the ability to install and repair water meters and services, water mains, and domestic service lines.

Check operations of sewer lift stations.

Adds required chemicals to the water system as directed.

Troubleshoots and has ability to perform minor maintenance and repair to pumping stations. Unblocks sewer trunk lines as required.

Performs repairs and alterations to Authority buildings and grounds, including minor plumbing and electrical work.

Makes repairs to various Authority vehicles and equipment along with performing preventative maintenance on same.

REQUIREMENTS

Education

High school graduate or possession of a high school equivalent certificate.

License

Maintains C2, T2 & W2 Licenses for Water/Sewer Operations.

Possession of a driver's license valid in the State of New Jersey is required.

Medical Examination

A medical examination and a drug/alcohol screen test will be required as a prerequisite to be administered by a physician selected by the Pine Hill Borough Municipal Utilities Authority. Any medical or physical condition or defect which would prevent efficient performance of the duties of the position, cause the employee to be a hazard to himself/herself or others, or become aggravated as a result of performance of these duties will be cause for rejection. A complete physical examination may be required every two years at the expense of the Authority. Failure to comply with medical recommendations may be cause for dismissal.

Experience

Experience in the areas of plumbing and maintenance. Ability to operate all equipment.

Knowledge

Thorough knowledge of the preparation of detailed records, reports and files and a thorough knowledge of systems for maintaining and efficient record keeping system.

Considerable knowledge of recent developments, current literature, and sources of information in municipal water and sewer operations and administration.

Complete knowledge of the duties and the ability to handle all types of service calls.

Ability

Ability to lift heavy objects and to work continuously under varying weather conditions.

Ability to learn quickly from observation, verbal and written explanations, and demonstrations.

Persons with mental or physical disabilities are eligible as long as they are able to perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it could cause the employer undue hardship, such person may not be eligible.

**ENGINEER’S REPORT
FOR**

PHMUX 24003

**PINE HILL BOROUGH MUA
June 18, 2024 Meeting**

I. Active Projects

1. Various Water Projects
 - a. New Well “Well 8” and Well 6 & 7 Decommissioning
 - 1) Opened Bids 7/7, Awarded to AC Schultes for \$1,554,150.00.
 - 2) Drilling complete to 672 LF; Interlock new well controls with the existing tank controls. Testing completed. Chlorine contact tank installed. 900 gpm.
 - 3) Bureau of Water System Engineering “BWSE” Permit to Construct approved.
 - 4) Proceed with original design parameters. Atlantic City Electric upgrades complete.
 - 5) AC Schultes released to procure equipment.
 - b. Asset Management Plan (PHMUX 18007)
 - 1) Plan provided to MUA April 2019.
 - 2) Update/Develop a 5-year capital plan for all assets. Review all assets including buildings.
 - c. Backflow Prevention Assembly at NJ American Water Interconnection
 - 1) MUA inspection program.
 - d. Investigate existing Branch Avenue PRV to increase flow capacity for fire safety.
 - 1) Pennoni submitting design details and cost estimate for MUA review.
 - e. Yearly Tank Inspections.
 - 1) Clement Avenue Tank Inspection provided.
2. Federal Law America’s Water Infrastructure Act of 2018
 - a. Compliant with Risk and Resilience provisions.
3. Water Allocation Permit
 - a. Permit Renewal issued February 22, 2018. Permit expires February 29, 2028.
 - b. Well status update; John Toal submitted through E2 electronic filing. (Deadline Jan 31).
 - c. Pennoni submitted 2023 DRBC Audit (Deadline March 31st).
 - d. Request to reduce water purchase contract to NJAW Co approved effective June 2024.
 - e. Pennoni submitted Synthetic Organic Compound (SOC) testing waiver.
 - f. MUA submitted Storage Capacity form PA-11B. (Deadline June 18)
4. Map and Regulation Updates

- a. Awaiting MUA markups.
 - b. Pennoni incorporated MUA CAD data into GIS (NJDEP requirement). Meeting held 11/8 with MUA personnel to review GIS capabilities.
 - c. Solicitor to draft rule change for "Change in Use" connection fees.
5. Plant Roof
 - a. Maintenance bond expires 10/31/2024.
 6. Bromley Estates Pump Station Generator
 - a. Maintenance Bond expires July 2025.
 7. Annual Water Bond Trustee Report
 - a. Pennoni submitted 2023 report.
 8. Country Club and Turnerville Tank
 - a. Preliminary Approval for I-Bank Loan. Estimated budget: \$1.82 Million.
 - b. DEP approved Environmental Planning Report; Specifications submitted for DEP review
 9. Water Meter Replacement
 - a. DEP approved Environmental Planning Report; Installation Specifications.
 - b. Specifications resubmitted for I-Bank review based on SED comments.
 - c. Specs require contractor notices and provisions for weekend appointments.
 10. Tall Pines Sewer Pump Station
 - a. Cost estimate provided to MUA for installation of permanent generator.
 11. Vibratory Rollers
 - a. Meeting held 2/13 with Borough to discuss use of nonvibratory rollers on paving projects.
 12. Emergency Repair Contract
 - a. Bid opening held June 12th. Recommend award to RD Zeuli Inc.
 13. Valve Exerciser
 - a. Pennoni preparing specifications for valve exerciser purchase. Scheduled to advertise week of June 24th; bid opening July 30th.

II. Other Projects

1. New Projects
 - a. Self-storage; Retail/apartments; Pine Valley Cottages
2. Pine Valley Developers (Fairway Pines) Use Variance
 - a. Use variance approval for 85 units.
 - b. NJDEP permits resubmitted.
 - c. Branch Avenue/3rd Avenue PRV design and installation to provide redundancy.
3. Carl Pursell- 121 Berlin-Cross Keys Road
 - a. 20-year Recapture Agreement for Amboy Bank.
4. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Possible warehouse development.
 - b. Recapture agreement applies to new property owner.
5. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612) (Property purchased by Carl Pursell)
 - a. Pennoni issued bond release recommendation (release not recommended).
6. Waiver for Water Connection
 - a. 251 Cross Keys Road Truck Facility.
 - b. 166 Watsonstown New Freedom Road.
7. Tank Antenna
 - a. ATT: Turnerville.
 - b. Cellco/Verizon: Mt. Clement.
 - c. Cellco/Verizon: Turnerville; Request for antenna swap-out.
 - d. T-Mobile/MetroPCS: T-Mobile request for generator installation.
 - e. T-Mobile/MetroPCS: Turnerville; Request for generator installation.
 - f. Sprint: Mt. Clement; Decommissioning complete.
 - g. Ham Radio Operator Antenna: Turnerville.

No one was available to give summary of various active projects listed on the Engineer report.

Mrs. Burke made a motion to approve the Engineer's Report, seconded by Mr. Knott
Ayes: Mr. Knott, Mrs. Burke, and Mr. Ford

Solicitor's Report: None

**Operations Manager
Report June 2024**

The following work was completed this month

47 Utility mark outs serviced

73 Assorted work orders completed

1. We cleaned and organized all our water and sewer pump stations
2. We serviced 362 water shut offs
3. We cleaned sewer main blockages on W Woodburn Ave and Daniels Ave.
We routinely pressure Jetted Erail Rd between 5th to 9th Ave for maintenance.
4. We cleared around all our Fire hydrants for accessibility.
5. We replaced the broken water sampling tap at our Mt Clement #2 well station.
6. We repaired leaking water meters at 78 W 2nd Ave, 89 E 9th Ave and 1205 Cedar Drive.
7. All of Lead Confirmation digs were completed, all paperwork was submitted to the DEP. NO lead was found.
8. We replaced the faulty low level backup float at our Bromley Sewer pump station.
9. We raised the sides on our new dump truck to better hold dirt and asphalt secure.
10. We started the Apartment Valve Inspections. The Greens were inspected and compliant.
We are scheduling inspections with the remaining complexes.
11. We collected and shipped the mandatory EPA UCMR 5 June samples to Eurofins Analytical Lab. The last UCMR 5 sampling will be due in September.
12. I placed an order into Eurofins for 30 lead sample bottles for our 2024 lead sampling program. Bottle and instructions will be handed out to 30 residents to be filled with water and collected between 6/1/24 thru 9/30/24. This is due every three years. DEP mandatory.

John stated we are depending more on Well #4, we raised the level to 5ft. to compensate for Mt. Clement being down.

Mrs. Burke made a motion to approve the Operation Manager's Report, seconded by Mr. Ford.
Ayes: Mr. Knott, Mrs. Burke, and Mr. Ford
Naves: None

**PINE HILL MUNICIPAL UTILITIES AUTHORITY
EXECUTIVE DIRECTOR'S REPORT**

June 18, 2024

I reached out to Karla Martin on two occasions to get verification on what we need for SED compliance. We believe it is just inserting the SED paperwork into our bid package for the installation portion of the Meters & Readers project. Since we have not received a response from Karla, I have reached out to Paul Hauch who is her manager to get an answer to our question. I spoke with Karla on Monday June 10th and now we understand how and what is needed to be compliant for SED. I am working with Tom Lisse to get this information into our bid specification. Once it is updated, I will forward it to Karla to make sure it is correct and then we should have all requirements completed for I Bank. We forwarded the updated bid specifications to Karla, and we are awaiting her response back. I will reach out again next week to see the status.

The Well #8 electric upgrade was completed by Atlantic City Electric. The upgrade work was completed at the utility pole on Turnerville Road. We continue to work with Pennoni and AC Schultes to get final approval for the VFD's and Distribution equipment. These items have a longer lead time and we want to get these on order as soon as possible.

We had a service line leak at the old Wawa on Erial Road over a month ago. JEM Paving came and restored the site back to ADA compliance. They are waiting for the warning pad to come in to complete the walkway. We currently have put back the red brick that was previously there.

We made the purchase of the Ford F550 Dump Truck from Route 23 Auto Mall on May 20th. The total cost was \$82,355. This was purchased through State Contract. There are two resolutions on the agenda tonight for both Sewer General and Renewal & Replacement for the purchase. We have Larry from Delcrest Signs coming out to letter the truck. This should be happening within the next couple of weeks.

On May 16th Joe Donohue's work truck was parked near the Borough Building while he was doing mark outs. A resident was backing out of their driveway and backed into the driver side front door and side door. We took it to Caliber Collision and Jersey Auto Body for quotes. I am working with the resident's insurance through Plymouth Rock to get his truck repaired. We are scheduled to take his truck to Caliber on June 11th. The repair work should be completed by June 26th.

We have started the inspections of the apartment complexes after we sent out our letter in the beginning of May. We have completed inspections of three complexes. The Greens, Cedarbrook and the Mansion have all completed the inspection process with Mike Grogan and John Toal. We have signed paperwork that the shutoffs are in working order. We are currently working with Chalet for their inspection. They have reached out to us to make sure they understand what we are requiring. They have asked for some additional time so they can inspect their system before we come in. We have not heard back from Glen Eyre. If we do not hear anything from them, we will resend another letter to the main office. I will keep the board updated as we proceed.

We have started the process of converting our old lights over to LED. I am working with Graybar through the Omnia Partners Co-op to obtain better pricing. We have already purchased two outside lights on the front of the old treatment plant. Our maintenance guys will change the new lights out along with new LED bulbs for the area where we store our backhoe and crane truck. We are getting pricing on replacing the lights in the maintenance garage and also the lights in the main office.

I had a phone meeting on Friday June 7th with Danielle Leonardis from S & P Global to go over our rating meeting with her. She indicated in our conversation that the Authority had no findings and was in strong financial shape. The MUA is not issued a rating because we fall under the Borough of Pine Hill in their rating standards because the Borough backs all loans that the MUA has. The MUA falls in under the Borough's AA-rating.

The 2024-2025 Introduction of the Pine Hill MUA budget was approved by DLGS pending information from our auditor. Stefanie DeSantis is currently working to get an unaudited financial statement and the form F-8 finalized for their review. We will adopt the new budget at our July meeting. On Monday June 10th we received approval to adopt our budget from Paul Ewert.

Dominic stated that we will have the approved Budget for next month's meeting, also Mt Clement pump is down, AC Schults has been out to review the problem.

Mr. Burke made a motion to approve the Executive Director's report, seconded by Mrs. Ford.

Ayes: Mr. Knott Mr. Ford, Mrs. Burke

Nayes: None

Board Members:

Closed Session: Mr. Knott made motion to go into closed session, second by Mrs. Burke, Motion carried,

New Business:

None

Old Business:

None

RESOLUTIONS:

MUNICIPAL UTILITIES AUTHORITY

RESOLUTION #24-049

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined the need to purchase a Ford F-550 4WD Dump Truck from Route 23 Ford Auto Mall through State Contract #17-FLEET-00241; and

WHEREAS, it will be necessary to appropriate the funds from the Water Renewal and Replacement Fund in order to complete this work.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$41,177.50 from the Water Renewal and Replacement Fund, which is required for the purchase of a Ford F-550 4WD Dump Truck from Route 23 Ford Auto Mall through State Contract #17-FLEET-00241 is hereby authorized; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and that certified copies of this resolution be forwarded without delay to the Authority Trustee, Secretary/Treasurer and Financial Clerk.

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
RESOLUTION #24-050**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined the need to purchase a Ford F-550 4WD Dump Truck from Route 23 Ford Auto Mall through State Contract #17-FLEET-00241; and

WHEREAS, it will be necessary to appropriate the funds from the Sewer General Fund in order to complete this work.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$41,177.50 from the Sewer General Fund, which is required for the purchase of a Ford F-550 4WD Dump Truck from Route 23 Ford Auto Mall through State Contract #17-FLEET-00241 is hereby authorized; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and that certified copies of this resolution be forwarded without delay to the Authority Trustee, Secretary/Treasurer and Financial Clerk

**RESOLUTION APPROVING AN AMENDMENT TO THE
EMPLOYMENT AGREEMENT WITH
DOMINIC BUIRCH # 24-051**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (hereinafter “Authority”) previously entered into an Employment Agreement (hereinafter referred to as the “Agreement”) with Dominic Buirch (hereinafter referred to as the “Buirch”) with a term running through December 31, 2025; and

WHEREAS, the Authority and Buirch desire to amend the Agreement in a form attached to and made a part hereof.

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.
2. The Authority accepts and approves the aforementioned Amendment to the Employment Agreement with Dominic Buirch.
3. The Authorizes authorizes and directs the Chairman and/or his designee to execute any and all necessary documents in order to implement the intent of this resolution
- 4.

**AMENDMENT TO EMPLOYMENT CONTRACT
#24 -0 52**

This Amendment to Employment Contract is made this __18th__ day of June 2024, by and between the Pine Hill Borough Municipal Utilities Authority (hereinafter “Authority”), and Dominic Buirch (hereinafter “BUIRCH”).

WHEREAS, the Authority and BUIRCH are parties to an Employment Contract with a term running through December 31, 2025; and

NOW THEREFORE, the Authority and Buirch have agreed to an Addendum to the Employment Contract as follows

1. The parties hereby agree that Article 2 of the Employment Contract shall be amended to include the following:

“C. Effective July 1, 2024, BUIRCH’S compensation shall increase by \$5,000.00. BUIRCH shall continue to receive annual salary increases during the term of the Agreement at two and one half (2 ½%) percent effective January 1 of each year.”

2. This Amendment shall become effective July 1, 2024, following its execution and shall remain in effect for the duration of the Employment Agreement unless otherwise terminated by the Parties.

IN WITNESS WHEREOF, the parties have indicated their agreement to the foregoing by executing this Amendment on the date indicated above.

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
Sewer
RESOLUTION #24 –053**

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2023/2024 Authority Sewer Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be affected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Admin Clerk		14,000.00
Admin Sick/Vac		1,300.00
PERS	4,300.00	
Health Insurance	11,000.00	
Total	\$15,300.00	\$15,300.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
Water
RESOLUTION #24 - 054**

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2023/2024 Authority Water Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be affected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Administrative Clerk		21,000.00
Health Insurance	14,000.00	
PERS	7,000.00	
Total	\$21,000.00	\$21,000.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING ADVERTISEMENT OF BID SPECIFICATIONS FOR PURCHASE
OF VALVE EXERCISER
RESOLUTION # 24 -055**

 WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") desires to purchase a Valve Exerciser; and

WHEREAS, Pennoni Associates, Inc. (“Pennoni”) has prepared a detailed project manual for the above referenced project; and

WHEREAS, the Authority desires to advertise for the receipt of bids for the above referenced project; and

NOW, THEREFORE BE IT RESOLVED by the Pine Hill Borough Municipal Utilities Authority, a body corporate and politic as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The PHMUA is hereby authorized to advertise for bids for a vendor to provide a Valve Exerciser.

The Authority's Executive Director, and/or his designee, is hereby authorized and directed to take any and all steps necessary to effectuate intent of this resolution

***PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
COUNTY OF CAMDEN
STATE OF NEW JERSEY
Resolution #24-056***

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. 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*]

_____ 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;

_____ 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] Labor Negotiation / Authority Personnel Matter ;

WHEREAS, the Authority believes that the matters discussed in closed session will be disclosed to the general public if and 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 provision.

Payment of Bills
Revenue Resolution

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

Water Fund	\$63,501.40
Renewal & Replacement	\$42,753.49
Sewer Fund	\$40,806.55
Sewer General	\$41,358.47
Total Funds Approved	\$188,419.91

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the William Penn Bank, payable to the parties claiming payment in the amounts due on said requisitions be executed in the name of the Authority by its Chairman or Vice-Chairman and its Secretary.

Mr. Ford made a motion to approve all above resolutions #24-49 through #24-56, seconded by Mrs. Burke.

Ayes: Mr. Knott, Mrs. Burke, Mr. Ford

Nays: None

Mrs. Burke made a motion to adjourn the meeting, second by Mr. Ford

All in Favor.

Adjournment: 7:30