

Open Session

February 5, 2015 – Reorganization Meeting

Administrative Assistant called the meeting to order.

Flag Salute

Administrative Assistant read the following statement: “My name is Joan Haltigan, Administrative Assistant of the Jackson Township Municipal Utilities Authority. It is 5:30 p.m. and we will commence with the public portion of the scheduled Reorganization Meeting of February 5, 2015.”

Administrative Assistant requested a roll call.

The February 5, 2015 Reorganization Meeting of the Jackson Township Municipal Utilities Authority was called to order at 5:30 p.m. Present were Members Allmann, Blake, Clayton, Glory and Rickabaugh. Alternate Member Sturmfels, along with Administrative Assistant, Joan Haltigan, Principal Engineer, Earl Quijano and Executive Director, David Harpell. Also in attendance were Authority Engineer, Alan Dittenhofer, and Authority Counsel, William Hering.

Administrative Assistant stated that this meeting was in compliance with the provisions of the “Open Public Meetings Act,” with adequate notice of the Public Meeting having been advertised in the manner prescribed by law, and that this statement would be entered in the minutes of this meeting.

1. Appointment of Authority Officials

a) Chairman

Mrs. Clayton made a motion to appoint Mr. William Allmann as Chairman. Mrs. Blake seconded the motion and it was passed unanimously. Mr. Allmann abstained. There were no other nominations.

b) Vice-Chairman

Mrs. Clayton made a motion to nominate Mrs. Vicki Rickabaugh as Vice-Chairwoman. Mrs. Glory seconded the motion and it was passed unanimously. Mrs. Rickabaugh abstained. There were no other nominations.

c) Secretary

Mrs. Glory made a motion to appoint Mrs. Carol Blake as Secretary. Mrs. Clayton seconded the motion and it was passed unanimously. Mrs. Blake abstained. There were no other nominations.

d) Treasurer

Mrs. Rickabaugh made a motion to appoint Mrs. Clara Glory as Treasurer. Mrs. Clayton seconded the motion and it was passed unanimously. Mrs. Glory abstained. There were no other nominations.

e) Assistant Secretary/Treasurer

Mrs. Glory made a motion to appoint Mrs. Geneva Clayton as Assistant Secretary/Treasurer. Mrs. Rickabaugh seconded the motion and it was passed unanimously. Mrs. Clayton abstained. There were no other nominations.

With no one present from the public, Chairman Allmann closed the public portion of the meeting noting he would reopen it if needed.

2. Consent Resolutions

2015-17 Resolution Appointing General Counsel and Labor Counsel - Hiering, Gannon & McKenna

Mrs. Glory made a motion to approve Resolution 2015-17. Mrs. Clayton seconded the motion and it was passed unanimously.

2015-18 Resolution Authorizing Appointment of Bond Counsel- Dilworth Paxson, LLP, in the Amount of \$15,000.00 Plus Additional Services Required in Accordance with their Contract.

Mrs. Blake made a motion to approve Resolution 2015-18. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

2015-19 Resolution Appointing Authority Engineer - Remington, Vernick & Vena Engineers

Mrs. Gory made a motion to approve Resolution 2015-19. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

2015-20 Resolution Appointing Special Projects Engineers.

Alaimo Group
BORO Engineering
Buchart Horn, Inc.
CME Associates
D&B Engineers & Architects
EA Engineering, Science, and Technology, Inc., PBC
French & Parrello Associates
Hatch Mott MacDonald
Hazen & Sawyer, PC
HDR Engineering
H2M Architects & Engineers

Maser Consulting, P.A.
Mumford Bjorkman Associates, Inc.
O'Brien & Gere Engineers, Inc.
O'Donnell, Stanton and Associates, Inc.
Paulus, Sokoloski and Sartor, LLC (PS&S)
Remington, Vernick & Vena Engineers
R3M Engineering
T&M Associates
URS Corporation

Mrs. Blake made a motion to approve Resolution 2015-20. Mrs. Clayton seconded the motion and it was passed unanimously. Mrs. Glory abstained from voting on T&M Associates.

2015-21 Resolution Designating Appointment of Official Depositories – Trust Accounts

- a. Bank of New York – General Fund; Bond Reserve Fund; Bond Service Fund; Revenue General Fund; Construction Fund.

Mrs. Clayton made a motion to approve Resolution 2015-21. Mrs. Clayton seconded the motion and it was passed unanimously.

2015-22 Resolution Designating Other Official GUDPA Approved Depositories

- a. Fulton Bank of NJ
- b. Harmony Bank
- c. Manasquan Savings Bank
- d. New Jersey Cash Management
- e. Ocean First Bank
- f. Parke Bank
- g. Provident Bank
- h. Shore Community Bank
- i. TD Bank

Chairman Allmann requested at this time that PNC Bank be added to the list. Mr. Harpell stated that PNC Bank will be added and included in approval this evening of Resolution 2015-22.

Mrs. Clayton made a motion to approve Resolution 2015-22. Mrs. Blake seconded the motion and it was passed unanimously. Chairman Allmann and Mrs. Glory abstained from voting on Shore Community Bank and Mrs. Rickabaugh abstained from voting on Manasquan Savings Bank.

2015-23 Resolution Designating Official Newspapers: Primary: Asbury Park Press and Secondary: Newark Star Ledger

Mrs. Blake made a motion to approve Resolution 2015-23. Mrs. Clayton seconded the motion and it was passed unanimously.

2015-24 Resolution Appointing Joint Insurance Fund Commissioner – James Diaz

Mrs. Blake made a motion to approve Resolution 2015-24. Mrs. Glory seconded the motion and it was passed unanimously.

2015-25 Resolution Appointing James Diaz as the Authority’s P.A.C.O. (Public Agency Compliance Officer) for 2015.

Mrs. Rickabaugh made a motion to approve Resolution 2015-25. Mrs. Clayton seconded the motion and it was passed unanimously.

2015-26 Resolution Authorizing Adoption of 2015-2016 JTMUA Public Meeting Schedule.

Mrs. Rickabaugh requested the proposed meeting scheduled for April 23, 2015, be scheduled for April 30, 2015 and the proposed meeting scheduled for October 22, 2015, be scheduled for October 15, 2015. Mr. Harpell noted that we may require a supplemental bill list for the October 15, 2015 Meeting. The changes were agreed upon and will be reflected in the adopted schedule.

Mrs. Clayton made a motion to approve Resolution 2015-26. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

3. Other Matters

Appointment of Authority Committees

Chairman Allmann stated his recommendations for the following Authority Committees:

- | | |
|-------------------------------|---|
| a. Administrative Committee | C. Blake/C. Glory |
| b. Engineering Committee | W. Allmann/C. Blake/V. Rickabaugh – Alternate |
| c. Finance Committee | C. Glory/V. Rickabaugh/P. Sturmfels – Alternate |
| d. Personnel Committee | W. Allmann/G. Clayton/P. Sturmfels – Alternate |
| e. Public Relations Committee | C. Glory/P. Sturmfels |

The Board agreed on the appointment of Authority Committees.

At this time, Mr. Harpell mentioned that the AEA Utility Management Conference is scheduled for March 10-11, 2015, noting a draft agenda was distributed to the Board this evening. Please let Joan know if you plan on attending and there are some interesting topics this year.

At 5:40 p.m., Chairman Allmann requested a motion to go to closed session. Mrs. Clayton made a motion to close under Resolution 2015-27. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

Based on a motion made in closed session, at approximately 5:45 p.m., the open session resumed of the February 5, 2015 Reorganization Meeting.

For the record, Chairman Allmann stated that all Board Members were still present.

5. Questions/Comments from the Public

Mr. Harpell clarified that an auditor proposal was misplaced this year. Mr. Diaz has spoken with the Purchasing Department to take measures that this does not happen again. In the meantime, if there are no objections, the Authority will re-advertise the 2015 Auditor RFP and seek to award at the February or March Public Meeting.

With no further matters to discuss, Mrs. Rickabaugh made a motion to adjourn. Mrs. Blake seconded the motion and it was unanimously passed. Chairman Allmann declared the February 5, 2015 Reorganization Meeting adjourned.

End of Minutes

/jh