

The MINUTES of the meeting of the DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY held at the Township Municipal Building on January 2, 2020..

ROLLCALL:	Chairperson-	John Sterbinsky	PRESENT
	Vice Chairman-	Tom Warren	PRESENT
	Exec. Secretary -	Tim Drew	ABSENT
	Treasurer -	James Mathews	PRESENT
	Member –	Ken Novak	ABSENT
	First Alternate –	Mario Russo	PRESENT
	Second Alternate -	Joseph Vocke	ABSENT
	Recording Secretary –	Dianne Rankin	PRESENT

“Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to newspapers, and filed with the Clerk of the Township of Delaware in accordance with Section 3(d) of Chapter 231 of the Public Laws of 1975.

The Board stood for the Pledge of Allegiance to the flag.

MR. MATHEWS MOVED TO APPROVE THE MINUTES OF THE DECEMBER 5, 2019 MEETING. Mr. Russo seconded the motion. The minutes were approved without dissent.

Adam Stern, Engineer, reviewed the monthly report with the Board. Both plants are in full compliance. There is a small difference between the water g/p/d and the sewer g/p/d numbers which is not unusual.

Mr. Stern is obtaining estimates for the safety issues at the plants that was discussed at prior meetings. He expects to have them by the end of the month.

Mr. Stern reviewed the number of units that the Municipal Building would require and by the flow criteria the number of units is 2.

NJDEP posted grant availability on December 13 with the applications due in February. We will be applying for a grant to do our stream erosion project.

The sand for the sand beds at the sewer plant has been replaced. Some of the blocks containing the sand need to be replaced. Chairman Sterbinsky said one of the sand delivery trucks accidentally went up the neighbor's driveway and in the process of turning around left ruts in the neighbor's lawn. This will have to be raked and seeded in the spring. The engineer will look into the repair.

Paragon notified the Board that there would be an additional charge of \$1000 over the estimate because the estimate was for a certain number of cubic yards but the actual job required 2 additional truckloads more than the estimated number.

The engineer noted that he reviewed the sidewalk plans along Sergeantsville Road and within our district to protect DTMUA assets. He said the work is expected to begin in a month or two.

Mr. Mathews discussed with the engineer a daily work schedule of required duties between the workers and the licensed operators. In the event Leon Floyd leaves his position the new employee said he could probably work the extra hours. Chairman Sterbinsky noted that Dwain Floyd remains temporarily on the payroll on an on-call basis.

MR. MATHEWS MOVED TO APPOINT SECRETARY RANKIN AS THE PUBLIC AGENCY COMPLIANCE OFFICER OR THE POINT OF CONTACT WITH THE STATE. Mr. Russo seconded the motion. The motion was approved.

Chairman Sterbinsky read a letter sent to the users about the new rate increase for the current year.

Chairman Sterbinsky discussed a letter sent by the engineers to the fire company. He said the fire chief called him and said that the requirements outlined for the testing of the flows in the fire hydrants was excessive. Chairman Sterbinsky asked the engineer to trust the judgement of the fire company when the hydrants need to be tested.

Chairman Sterbinsky suggested that a \$200 gift certificate to the Sergeantsville Inn be given to Dwain Floyd at his dinner on January 11. MR. WARREN MOVED TO APPROVE THAT A \$200 COST BE APPROVED FOR A GIFT CERTIFICATE TO DWAIN FLOYD. Mr. Russo seconded the motion. The motion was approved. Chairman Sterbinsky said that the engineering firm may want to contribute to some of this cost.

The Board reviewed the financial reports prepared by the bookkeeper.

MR. MATHEWS MOVED TO APPROVE THE BILL LIST EXCEPT FOR #6083 IN THE AMOUNT OF \$4132.92 TO PHOENIX PINELANDS UNTIL THE MATTER OF THE DRIVEWAY REPAIR CAN BE RESOLVED. THE REMAINING BILL LIST INCLUDING PAYROLL TOTALS \$22498.67. Mr. Warren seconded the motion. The bills were approved for payment.

At 8:40PM, MR. MATHEWS MOVED TO ADJOURN THE MEETING. Mr. Warren seconded the motion. The meeting was adjourned.

Respectfully submitted,

*Dianne Rankin*

Recording Secretary

# EXECUTIVE SESSION

December 5, 2019

8:40PM

## DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### In attendance:

Chairperson-	John Sterbinsky	PRESENT
Vice Chairman-	Tom Warren	ABSENT
Exec. Secretary -	Tim Drew	PRESENT
Treasurer -	James Mathews	PRESENT
Member –	Ken Novak	ABSENT
First Alternate –	Mario Russo	PRESENT
Second Alternate -	Charles Herman	ABSENT
Recording Sec'y-	Dianne Rankin	PRESENT

Chairman Sterbinsky recommended we invite Dwain Floyd to a retirement lunch at the Sergeantsville Inn on January 4 or 11 in honor and recognition of his many years of service to the DTMUA.

He recommended the Board members, Judy Floyd, Leon Floyd. Mike Schneider, Adam Stern, Jens Reidel be invited.

Chairman Sterbinsky read a letter to be sent to Mr. Schnieder listing his responsibilities and a job description. He recommended the salary be \$25/hour and that he be paid for the time he has already worked in learning the plant operations. The job has no benefits.

At 9:10PM Mr. Mathews moved to return to open session. Mr. Drew seconded the motion. The Board returned to open session.

Respectfully submitted,

*Dianne Rankin*

Recording Secretary