

The MINUTES of the meeting of the DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY held on February 04, 2021 in the township Municipal Building.

“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.

Members present:

Chairman	John Sterbinsky	PRESENT
Vice chairman	Vacant	
Treasurer	Jim Mathews	PRESENT
Executive Secretary	Tim Drew	PRESENT
Member	Mario Russo	PRESENT
Alternate	Joe Vocke	PRESENT
First Alternate	Steven Toy	PRESENT
Recording Secretary	Dianne Rankin	PRESENT

MR. DREW MOVED TO APPROVE THE MINUTES OF THE JANUARY 07, 2021 MEETING. Mr. Mathews seconded the motion. Mr. Toy abstained. The minutes were approved.

Chairman Sterbinsky reviewed the Monthly Engineer’s Report. Both facilities were in compliance and usage was within normal range. There were no markouts for the month. There are 3 completed safety projects and 3 ongoing. The Locandro site has been cleared but construction delayed due to materials shortages.

Chairman Sterbinsky discussed the Engineer’s Contract. He wants to hire them on a project basis where the DTMUA will have more control over them. Markouts to continue as is and the fire hydrant inspections will no longer be done by them. The monthly reports should continue.

Chairman Sterbinsky discussed the irrigation project and their request for a water connection. He said they have not contacted the Board and until such time the matter cannot be discussed. He will contact Adam Stern and follow up.

Chairman Sterbinsky opened the meeting to conduct the Annual Reorganization. He advised the Board that he wants to create a new position for Operations Supervisor at the plants. The Supervisor will oversee the day to day operations, will supervise employees and communicate to the Board. Chairman Sterbinsky proposes the salary to be \$30/hour. MR. DREW MOVED TO CREATE THE POSITION OF OPERATIONS SUPERVISOR AT A RATE OF \$30/hour. Mr. Mathews seconded the motion. The motion was approved unanimously.

Chairman Sterbinsky recommended to offer the new position to Michael Schneider who is qualified to perform these duties. MR. DREW MOVED TO OFFER THE POSITION TO MR. SCHNEIDER. Mr. Mathews seconded the motion. The motion was approved unanimously.

Mr. Vocke suggested there be created a position of Administration Supervisor which is the job being done by Secretary Rankin as a Recording Secretary and a salary commensurate with the Operations

Supervisor. He feels her current salary is below that paid to other township employees. Chairman Sterbinsky suggested we table this discussion for the next meeting.

Chairman Sterbinsky asked for nominations for officers and services for the upcoming year.

MR. MATHEWS MOVED TO APPOINT JOHN STERBINSKY CHAIRMAN. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT TIM DREW as VICE- CHAIRMAN. Mr. Russo seconded the motion. The motion passed unanimously.

MR. DREW MOVED TO APPOINT MR. MATHEWS TREASURER. Mr. Russo seconded the motion. The motion passed unanimously.

MR. DREW MOVED TO APPOINT MR. RUSSO as EXECUTIVE SECRETARY. Mr. Mathews seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT MRS. RANKIN RECORDING SECRETARY. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT ADAM STERN OF AWS/NSU ENGINEER. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT RICHARD CUSHING OF GEBHART & KIEFER ATTORNEY. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT ROBERT BUTVILLA OF SUPLEE, CLOONEY ACCOUNTANT/AUDITOR. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT PNC BANK AS DTMUA FINANCIAL INSTITUTION. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT HUNTERDON COUNTY DEMOCRAT OFFICIAL NEWSPAPER. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPOINT CHRISTINE JORGENSEN BOOKKEEPER. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO TABLE APPROVAL OF THE AWS/NSU CONTRACT UPON FURTHER REVIEW. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO APPROVE CONTRACT FROM SUPLEE & CLOONEY FOR CURRENT FISCAL YEAR. Mr. Drew seconded the motion. The motion passed unanimously.

MR. MATHEWS MOVED TO AUTHORIZE CHAIRMAN STERBINSKY TO SIGN THE PROFESSIONAL SERVICES CONTRACTS FOR CURRENT FISCAL YEAR. Mr. Drew seconded the motion. The motion passed unanimously.

Chairman Sterbinsky said he is awaiting the contract from Lambertville Municipal Utilities Authority for the purchase of chlorine.

The caustic tanks were ordered and will be delivered next month.

Richard Yard, plumber, discussed the leaking fire hydrants with Mike Schneider. He said that some leaking is normal. He will work with the fire chief for any necessary repairs.

Chairman Sterbinsky said the old shed has been taken down and carted away by the township road department and disposed of. They will put gravel under the shed when it is being constructed.

Chairman Sterbinsky said the water tower clean up is complete. First Energy tagged seven of the bigger trees for routine trimming so it may not be necessary for the DTMUA to plan a second tree trimming phase. He also said new meters were installed at the water plant and he was happy to announce that we will not be fined for the missed PH water test notification deadline. EMP is a generator service company who quoted us an amount half the price of GenServe. The Board will consider their services when the GenServe contract expires next year.

Chairman Sterbinsky has been in discussions with AWS/NSU to eliminate the engineering portion of their contract which, as discussed, will be done on a project or as needed basis. He wants to eliminate the duplicate coverage on Thursday by plant workers. In the future this time will be substituted with a half hour of additional time for Mike Schneider doing a walk through on this day. Chairman Sterbinsky and Mr. Mathews will discuss the preparation of a new AWS/NSU contract as per discussed.

The installation of newly purchased and owned by DTMUA propane tanks will not be done until April due to product shortages.

Mike Schneider recommended placing timers on the aerator tanks to shut off the units during a low water flow.

Christine Jorgensen requested the Board extend the late payment date to February 28 due to post office delays from heavy snow conditions. MR. MATHEWS MOVED TO EXTEND THE LATE PAYMENT DEADLINE UNTIL FEBRUARY 28. Mr. Drew seconded the motion. The motion was approved unanimously.

The Board reviewed the monthly financial reports.

MR. MATHEWS MOVED TO APPROVE PAYMENT OF \$22331.98 IN BILLS. Mr. Drew seconded the motion. The bills were approved.

AT 8:45 PM MR. MATHEWS MOVED TO ADJOURN THE MEETING. Mr. Drew seconded the motion. The meeting was adjourned.

Respectfully submitted,

Dianne Rankin