

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY**

**PUBLIC MEETING: May 30, 2018**

In accordance with the requirements of the New Jersey Statutes regarding “Open Public Meetings”, notice of public meetings for Fiscal Year 2018-2019 (with time and place of meeting) was legally advertised in the Courier Post and The South Jersey Times.

**CALL TO ORDER:** The meeting was called to order by the Chairman, Rich Silvesti, at 6:15 p.m. in the Board Room located at 152 Whitman Drive, Turnersville, New Jersey.

**ROLL CALL:** Present from the Board were Rich Silvesti, Chairman; Harry Adams, Vice Chairman; Matt Gorman, Secretary/Treasurer; Ray DiNovi, Member; Jack Yerkes, Member; Bonnie Vance, Alternate Member; and Frank Cianci, Alternate Member. Also present were Angela Grassia, Executive Director; Matt Mallon, Superintendent; Dennis Yoder, Authority Engineer, and Brian Shotts, Authority Solicitor.

**APPROVAL OF MINUTES:**

Ray DiNovi made a motion to approve the minutes of May 8, 2018. Jack Yerkes seconded the motion which was unanimously approved by the Board except for Harry Adams who abstained due to his absence.

**APPROVAL OF CLOSED SESSION MINUTES:**

Matt Gorman made a motion to approve the closed session minutes of May 8, 2018. Ray DiNovi seconded the motion which was unanimously approved by the Board except for Harry Adams who abstained due to his absence.

**ENGINEER’S REPORT:**

**354 Hurffville Crosskeys Road Commercial Development:**

Jack Yerkes moved **RESOLUTION #2018 – 051 TO APPROVE FORM B-1 APPLICATION FOR 354 HURFFVILLE CROSSKEYS ROAD, COMMERCIAL DEVELOPMENT OF FISH POND EQUITIES, LLC BASED ON THE ENGINEER’S LETTER DATED MAY 21, 2018.** Ray DiNovi seconded the motion which was unanimously approved by the Board.

**SUPERINTENDENT’S REPORT:**

**Valve Maintenance Trailer:**

Jack Yerkes moved **RESOLUTION #2018 – 052 TO APPROPRIATE \$80,000.00 OF UNRESTRICTED NET ASSETS TO PURCHASE A VALVE MAINTENANCE TRAILER.** Ray DiNovi seconded the motion which was unanimously approved by the Board.

Matt Mallon requested a closed session to discuss personnel matters.

**EXECUTIVE DIRECTOR'S REPORT:**

**Office Union Contract – Vacation Policy:**

Angela Grassia stated that a resolution is required to align the office union vacation policy with the union plant policy.

Jack Yerkes moved **RESOLUTION #2018 – 053 AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN THE SETTLEMENT AGREEMENT SIDE LETTER FOR OFFICE PERSONNEL MADE BETWEEN THE WTMUA AND THE UNITED FOOD AND COMMERCIAL WORKERS UNION LOCAL 1360.** Harry Adams seconded the motion which was unanimously approved by the Board.

**RFP – Licensed Operator:**

Angela Grassia reported that one RFP was received for the licensed operator from Water Resource Management. The Board discussed the advantages of the operators named and their experience and knowledge with the Washington Township water and sewer system.

**Minute Taker:**

Angela Grassia reported that there was an applicant for the position of Minute Taker for the MUA meetings and would be available for the June 2018 meeting.

Matt Gorman moved **RESOLUTION #2018 – 054 APPOINT GABRIELLE CENTRONE AS MINUTE TAKER BEGINNING JUNE 25<sup>TH</sup> AT THE RATE OF 141.08 PER MEETING.** Ray DiNovi seconded the motion which was unanimously approved by the Board.

Jack Yerkes moved **RESOLUTION #2018 – 055 AWARDING THE RFP FOR LICENSED OPERATOR FOR THE WTMUA TO WATER RESOURCE MANAGEMENT BEGINNING JULY 1, 2018 FOR A TERM OF ONE YEAR.** Matt Gorman seconded the motion which was unanimously approved by the Board.

**NEW BUSINESS:**

Frank Cianci thanked Matt Gorman for his comments to Council members and the residents at the last Township meeting regarding the property zoning on Fries Mill Road.

Matt Mallon was also thanked for attending to answer any questions or concerns.

**APPROVAL OF BILLS:**

Jack Yerkes moved the **Payroll Fund Resolution in the amount of \$187,000.44.** Ray DiNovi seconded the motion, which was unanimously approved by the Board.

Jack Yerkes moved the **Operating Fund Resolution in the amount of \$1,441,974.58**. Ray DiNovi seconded the motion, which was unanimously approved by the Board.

Jack Yerkes moved the **Escrow Fund Resolution in the amount of \$14,868.90**. Ray DiNovi seconded the motion, which was unanimously approved by the Board.

Jack Yerkes moved the **General Reserve Fund Resolution in the amount of \$1,278.00**. Ray DiNovi seconded the motion, which was unanimously approved by the Board.

Jack Yerkes moved the **Unemployment Fund Resolution in the amount of \$181.32**. Ray DiNovi seconded the motion, which was unanimously approved by the Board.

**CLOSED SESSION:**

Ray DiNovi moved **RESOLUTION #2018 – 056 TO ENTER INTO A CLOSED SESSION TO DISCUSS PERSONNEL MATTERS**. Harry Adams seconded the motion which was unanimously approved by the Board.

After the meeting reconvened, the following resolutions were passed.

Jack Yerkes moved **RESOLUTION #2018 – 057 TO APPROVE THE POSITION DESCRIPTIONS OF SUPERINTENDENT AND ASSISTANT SUPERINTENDENT AS OF 5-16-18**. Matt Gorman seconded the motion which was unanimously approved by the Board.

Matt Gorman moved **RESOLUTION #2018 – 058 TO APPROVE THE REVISIONS OF THE PERSONNEL POLICY AS OF 5-30-18**. Ray DiNovi seconded the motion which was unanimously approved by the Board.

**PUBLIC PARTICIPATION:**

The Board opened the meeting for public participation, but no one was present.

**ADJOURNMENT:**

Since there was no further business to come before the Authority at this time, Matt Gorman made a motion to adjourn, which was seconded by Jack Yerkes and then unanimously approved by the Board.

Respectfully Submitted

Matt Gorman  
Secretary/Treasurer

Recorded and prepared by Angela Grassia