

The MINUTES of the meeting of the DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY held at the Township Municipal Building on December 05, 2019.

ROLLCALL:	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 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 NOVEMBER 07, 2019 MEETING. Mr. Drew seconded the motion. The minutes were approved without dissent. Mr. Russo abstained.

Mr. Stern, Engineer, reported conditions for October to the Board. Both facilities were in compliance. Water usage was 39,300/GPD and sewer discharge was 29,900/GPD.

He said the Asbestos Waiver is still pending before the DEP. NSU has done a safety evaluation and recommended 5 safety improvements at both plants. The enclosure around the comminutor and drive shaft need to be replaced at an estimated cost \$5599.93. The exterior electric service needs to be raised at an estimated cost of \$1226.45. Guardrails and toe boards need to be replaced and upgraded at an estimated cost of \$13540.25. HVAC and conduit replacement will cost \$1726.10. Chairman Sterbinsky said these projects should entered on the books as individual projects. The Board agreed in principle to continue planning the projects and approve costs at a later time. The engineer said he will get additional quotes. Dwain Floyd and the engineer will walk the site to discuss further the proposed plant changes.

The Stream Erosion project still awaits grant availability from the State.

The engineer said he spoke to Paragon about the sand replacement in the sand beds and as a result Paragon revised his estimate to \$4676. MR. MATHEWS AMENDED HIS ORIGINAL MOTION TO NOW APPROVE THE COST BY AN ADDITIONAL \$450. Mr. Drew seconded the motion. The motion was approved.

The engineer met with the contractor hired by the township to ensure that DTMUA assets are protected during the construction of a sidewalk in Sergeantsville and within our district.

The Board discussed snow plowing at the sewer and water plant. The Township Committee discussed plowing for the DTMUA at their November 12 meeting but township operations are short handed and

can't assume additional plowing responsibilities. The Board reviewed two bids and decided to take the per storm and ice bid of \$385 per incident from Whitney Services. MR. DREW MOVED TO APPROVE THE WHITNEY BID OF \$385 PER INCIDENT. Mr. Mathews seconded the motion. The motion was approved.

The Board accepted the resignation of Dwain Floyd effective December 31 and his replacement by Michael Schneider at the same pay rate. Chairman Sterbinsky discussed the flexibility of hours and schedules with Mr. Schneider who was in attendance. Mr. Floyd, also in attendance, offered to stay temporarily past December 31 to train Mr. Schneider and facilitate the transition.

Chairman Sterbinsky drafted a new mission statement to replace the one currently on our website and asked Secretary Rankin to post it to the site.

AT 8:40PM MR. DREW MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS THE REPLACEMENT OF DWAIN FLOYD AND THE HIRING OF MICHAEL SCHNEIDER. Mr. Mathews seconded the motion. The Board entered into Executive Session.

At 9:10PM MR. MATHEWS MOVED TO OPEN SESSION AND TO HIRE MR. SCHNEIDER TO THE POSITION VACATED BY MR. FLOYD. Mr. Drew seconded the motion. The motion was approved.

The Board reviewed the Accounts Receivable report for the current quarter.

MR. RUSSO MOVED TO ADOPT OUT 2020 FY BUDGET AS APPROVED BY THE STATE. Mr. Drew seconded the motion. A Roll Call vote was taken.

Mr. Mathews	YEA
Mr. Drew	YEA
Mr. Russo	YEA
Mr. Sterbinsky	YEA
Mr. Warren	Absent
Mr. Novak	Absent
Mr. Herman	Absent

Chairman Sterbinsky will contact our Attorney and draft a letter to the users informing them of a 2020 rate increase (4.2%) and of the required rate hearing on February 6 that will be included with the 4<sup>th</sup> quarter statements sent January 2.

MR. DREW MOVED TO APPROVE THE INSURANCE RESOLUTIONS IN THE STATEWIDE PLAN FOR 2020. Mr. Mathews seconded the motion. A Roll Call vote was taken.

Mr. Mathews	YEA
Mr. Drew	YEA
Mr. Russo	YEA
Mr. Sterbinsky	YEA
Mr. Warren	Absent
Mr. Novak	Absent
Mr. Herman	Absent

MR. DREW MOVED TO APPROVE THE BILL LIST INCLUDING PAYROLL TOTALING \$24783.22. Mr. Math seconded the motion. The bills were approved for payment.

At 9:15PM, MR. MATHEWS MOVED TO ADJOURN THE MEETING. Mr. Drew seconded the motion. The meeting was adjourned.

Respectfully submitted,

*Dianne Rankin*

Recording Secretary