

**MINUTES OF THE REORGANIZATION AND REGULAR MEETING OF THE  
MOUNT LAUREL TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

February 15, 2024

Chairwoman Murphy called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 p.m. via in person and videoconference. A sign with the call-in information was posted at the Elbo Lane Water Treatment Plant Facility Meeting Room and posted on the Authority's official website.

Those in attendance were:

Carol Murphy	Chair
Cheryl Coco-Capri	Vice Chair
John Francescone	Member
Christopher Gray	Member

Also in attendance were:

Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Jonathan Sears	Director of Finance
Diane Ordille	Administrative Assistant
William Long	Consulting Engineer
George Morris	Solicitor

Chairwoman Murphy announced that the notice requirements of the "Senator Byron M. Baer Open Public Meetings Act" have been satisfied. Annual notice has been transmitted to two newspapers; it has been prominently posted on the Municipal Bulletin Board and filed with the Mount Laurel Township Clerk.

**Closed Session 1**

A motion was made by Mr. Francescone and seconded by Ms. Capri, voted on and unanimously approved to pass Resolution No. 2024-02-08 to close the meeting to discuss Reorganization, which is exempt from open meetings under the Sunshine Law, at 7:03 p.m.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Reorganization – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:12 p.m., following a motion made by Ms. Capri, and seconded by Mr. Francescone and with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone, and Mr. Gray.

**Annual Appointments**

Mr. Francescone nominated Ms. Murphy for the position of Chairwoman of the Mount Laurel Township Municipal Utilities Authority and Ms. Capri seconded same, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Mr. Francescone nominated Ms. Capri for the position of Vice Chairwoman of the Mount Laurel Township Municipal Utilities Authority and Ms. Murphy seconded same, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Mr. Francescone nominated Mr. Knight for the position of Secretary of the Mount Laurel Township Municipal Utilities Authority and Mr. Gray seconded same, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Mr. Francescone nominated Mr. Gray for the position of Deputy Secretary of the Mount Laurel Township Municipal Utilities Authority and Ms. Capri seconded same, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

### **Public Comment – General**

No public in attendance

### **Minutes**

Following a motion made by Mr. Francescone and seconded by Ms. Capri the Board unanimously approved the minutes for the January 18, 2024, regular meeting, with affirmative votes from Ms. Murphy, Ms. Capri, and Mr. Francescone.  
Total votes: 3 ayes, 0 nays, 1 abstention, 1 absent

### **Annual Appointments**

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-09 Resolution Establishing Regular Meetings of the Mount Laurel Township Municipal Utilities Authority, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-10 Resolution Approving Renewal of Mount Laurel MUA 2024 Water Conservation Guidelines, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-11 Resolution Designating the Official Newspaper of the Mount Laurel Township Municipal Utilities Authority (**Burlington County Times**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-12 Resolution Adopting Cash Management Plan, Including Designation of Depositories and Signatories, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-13 Resolution Authorizing the Appointment of Governmental Accountant/Auditor for the Mount Laurel Township Municipal Utilities Authority (**Bowman & Company, LLP**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-14 Resolution Authorizing the Appointment of Financial Advisor for the Mount Laurel Township Municipal Utilities Authority (**GB Associates**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-15 Resolution Authorizing the Appointment of Bond Counsel for the Mount Laurel Township Municipal Utilities Authority (**Parker McCay, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-16 Resolution Authorizing the Appointment of Solicitor for the Mount Laurel Township Municipal Utilities Authority (**Parker McCay, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-17 Resolution Authorizing the Appointment of Conflict/Auxiliary Legal Counsel for the Mount Laurel Township Municipal Utilities Authority (**Caphart Scatchard, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board approved Resolution No. 2024-02-18 Resolution Authorizing the Appointment of Labor Counsel for the Mount Laurel Township Municipal Utilities Authority (**Caphart Scatchard, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Grau, the Board approved Resolution No. 2024-02-19 Resolution Authorizing the Appointment of Special Counsel Services for the Mount Laurel Township Municipal Utilities Authority – Water Supply Matters and Agreements (**Fornaro Francioso, LLC**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-20 Resolution Authorizing the Appointment of Public Hearing Officer for The Mount Laurel Township Municipal Utilities Authority (**Barker, Gelfand, James & Sarvas**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-21 Resolution Authorizing the Appointment of Human Resources Trainer for The Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-22 Resolution Authorizing the Appointment of Human Resources Trainer for The Mount Laurel Township Municipal Utilities Authority (**Parker McCay, PA**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board approved Resolution No. 2024-02-23 Resolution Authorizing the Appointment of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**Certified Health & Safety Services, LLC**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-24 Resolution Authorizing the Appointment of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**NJ Safety Services, LLC**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-25 Resolution Authorizing the Appointment of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**Skyline Environmental, Inc.**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-26 Resolution Authorizing the Appointment of Consulting Engineer for the Mount Laurel Township Municipal Utilities Authority (**Alaimo Group**), with agreement from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-27 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Colliers Engineering & Design**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-28 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Environmental Resolutions, Inc.**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Grau, the Board approved Resolution No. 2024-02-29 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Mott MacDonald, LLC**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-30 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Remington & Vernick Engineers**), with agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-31 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**CME Associates**), with agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-32 Resolution Authorizing the Appointment of Engineering Consultant for GIS Technical Support Services for the Mount Laurel Township Municipal Utilities Authority (**Colliers Engineering & Design**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board approved Resolution No. 2024-02-33 Resolution Authorizing the Appointment of MEP Engineer for the Mount Laurel Township Municipal Utilities Authority (**Mott MacDonald, LLC**), with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

### **Developments/New Connections**

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Resolution No. 2023-02-34 Resolution Approving Consent to the Proposed Water Quality Management (WQM) Plan Amendment Entitled “Site Specific Amendment to Sewer Service Area Map of the Tri-County Water Quality Management Plan” Regarding Block 508, Lot 2.01, Mount Laurel Township, Burlington County, New Jersey, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Resolution No. 2023-02-35 Resolution Authorizing the Release of Water Performance Bond for the Davis Maintenance Building Project, MUA Project No. 202-201, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Resolution No. 2023-02-36 Resolution Authorizing the Release of the Water and Sewer Performance Bonds Posted for the Fun Plex Hotel (LaQuinta-Hawthorne), with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

## **Operations**

### **Water System Summary**

Ms. Carolan announced there have been 2 water main breaks since the last meeting. Ms. Carolan explained that one break, on Gaither Dr, caused a large sink hole and was on the news; the break was on a private line and repair handled by the property owner. We were on site to provide assistance.

Ms. Carolan reported that we received a Notice of Violation (NOV) from the DEP on the ASR well for lack of water supply sampling for 4<sup>th</sup> quarter 2023 for certain parameters. Ms. Carolan explained that we did perform all the required sampling as the well was in recharge mode, not water supply mode; however, DEP wanted us to submit an out of service form indicating that the well was not a water supply during the quarter. Ms. Carolan added that we have had conversations with the DEP regarding removal of the NOVs and have also updated Mr. Morris in case his firm's services are required.

### **Sewer System Summary**

Ms. Carolan reported there were no sanitary sewer leaks since the last meeting.

Ms. Carolan said that we have 7 pump stations working outside of normal parameters plus the 3 that are under construction.

### **Underdrain Summary**

Ms. Carolan said that with the amount of rain in January, it caused surcharging in several areas of the underdrain system. Mr. Carolan stated that we jetted at 7 locations to attempt to break blockages, some which we were not able to break and therefore, the township brought in a contractor to make repairs to the underdrain in those sections.

Ms. Carolan added that we also jetted some storm sewers for the township.

## **Presentation of Engineer's Status Report**

Mr. Long presented the report.

### **Active Projects in Construction**

#### **Replacement of Part of Library Force Main and Millstream Force Main Connection, M-180-322-003**

No change in status. The project includes replacing a section of the existing PVC library force main with 10" HDPE (via directional drill), beginning at the pump station, through the adjacent wooded area to Route 295, and cleaning and televising the force main crossing under Route 295/NJTP. The project also includes replacement of the connection of the Millstream force main to the primary force main in Union Mill Rd. Project will be financed via an NJIB loan. Contract awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$1,219,000.83 on April 20, 2023. The Millstream connection is complete. The Library force main needs to be pressure tested and connected to the existing piping before it can be put into service.

#### **Atrium & Hooton Pump Station Upgrades, M-180-347-001**

No change in status. This project included electrical and control system replacement and upgrades at both the Atrium and the Hooton Road stations. The Atrium station work also included pump replacement and replacement of the emergency generator which also connects to the adjacent Horizon Way Water Booster Station. Financing via NJIB Loan. On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. The contractor is addressing punch list items.

Air Release MH Improvements 101 Hartford Rd & Isolation Valve Removal Pike Rd M-180-392-000

The project includes the replacement of the air relief valve at 101 Hartford Road and the removal of the valve and fittings for the Pike Road isolation valve. A contract No. 2022-14 in the amount of \$599,670.00 was awarded to J.F. Kiely Construction, Inc. at the March 2023 meeting. Pike road is complete. Hartford Road was scheduled and canceled twice but expected to begin later this month.

Water Main on Hainesport-Mount Laurel Road County Bridge #B4.71 M-180-393-000

This project is for repair of a leaking 12" water main which is strapped to the side of the County bridge. A contract was awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$109,000.83 during the July 2023 meeting. Supposed to start this month but canceled once already.

Well No. 4 Redevelopment-M-180-395-000

This project is for the redevelopment of Well no. 4, including removal and rehabilitation of the existing pump and well piping, redevelopment of the well and installation of Authority supplied pump and well piping. This was awarded to A.C. Shultes, Inc. in the amount of \$117,600.00. Construction has started and is going smoothly.

Active Projects in Design

Pump Station Monitoring System, M-180-365-000

This project includes updating the alarm system at 29 of the Authority's 41 sewage pumping stations. In addition, condition monitoring will be included with the system. The Authority authorized the start of design work with a construction completion of March 2021, which was not met. Financing for this project was originally planned for NJIB bundle #1 but the Authority was able to get I-Bank approval to move this to a separate financing so the remainder of bundle #1 can go to loan closing. The plans and specs have been resubmitted to DEP and have been there a while now.

Air Release Manhole Improvements Union Mill Road M-180-390-000

No change in status. This project includes the replacement of a force main air relief valve at the intersection of Union Mill Road and the entrance to Signature Place. The project scheduled is to coincide with the Township project to improve Union Mill Road. Priority and construction schedule will be done when UMR is closed for improvements.

Manual Transfer Switch Installation-81 Elbo Lane M-180-394-000

This project is to install a transfer switch with the capability of connecting an existing portable generator to it when needed, at the Authority's Engineering Office Located at 81 Elbo Lane. This has been changed from automatic to manual transfer switch. Contract is advertised and bid opening is scheduled for April 11, 2024.

Mr. Trice reported on the following projects as they are being designed by firms other than Alaimo Associates:

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

No change in status. This project includes the replacement and rehabilitation of the HVAC system at the Elbo WTP. Financing will be via the NJIB. Plans and specs were uploaded to DEP. Waiting on comments back from the DEP.

Ramblewood Pump Station Generator Replacement (Engineer: Remington & Vernick)

This project includes the replacement of the existing standby generator at Ramblewood Pump Station. A contract was awarded to Lee-Way Electrical in the amount of \$173,400.00 at the February 17, 2022, meeting. Generator has been installed, start up and training scheduled for February 20th and 21st.

HRWPCF Sludge Dewatering Equipment Replacement (Engineer: Colliers)

This project includes the replacement of the sludge handling and dewatering equipment in the sludge dewatering building which was originally constructed in 1996. Plans and specs submitted to MUA and the DEP for review on February 6.

Tricia Meadows Force Main (Engineer: ERI)

No change in status. This project is for the replacement of a section of the Tricia Meadows force main from the vicinity of the PS to Moorestown-Mt Laurel Road. A contract was awarded to CTX Infrastructure, the low bidder, in the amount of \$223,875 at the September 2023 meeting. The contractor completed the installation of the force main, and it was connected to the pump station and placed in service. Just site restoration and grouting of the old main remains.

Cornwallis Drive and Carteret Court Water Main Replacement (Engineer: ERI)

Project includes replacement of 1000 feet of 8" water main on Cornwallis and 570 feet of 6" water main on Carteret Court. A contract was awarded to A-to-Z Site Contractors in the amount of \$540,165.00 at the December 21, 2023, meeting. A Pre construction meeting took place and contractor will be submitting shop drawings and ordering materials. Construction is likely to start mid-April.

**Closed Session**

A motion was made by Mr. Francescone, seconded by Mr. Gray, the Board unanimously approved to pass Resolution 2024-02-37 to close the meeting to discuss Litigation and Potential Litigation which are exempt from open meetings under the Sunshine Law, at 7:49 p.m., with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Litigation, Potential Litigation and Regulatory Matters – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 8:22 p.m., following a motion made by Mr. Francescone and seconded by Mr. Gray, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

**Contracts**

The Board agreed to retain the services of Fornaro Francioso to intervene in the NJ American Water rate cases.

Mr. Sears commented that regarding the odor control contract, it was originally passed in March 2022 for 2 years and in the original contract we requested pricing for years 3 – 5 years. Mr. Sears said we're now in year 3 and we see pricing that is in line, so it makes sense to extend this contract.

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Resolution No. 2024-02-38 Resolution Approving Extension of Odor Control Contract for a period of 12 Months, MUA Contract No. 2022-01, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent



Mr. Sears stated that regarding authorizing state contract vendors that if we go over \$17, 500.00, we need a blanket approval.

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Resolution No. 2024-02-39 Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A 40A:11-12a, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

### **Accounting and Financial**

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved the Treasurers Report for December 2023 and Payment Plan Status Report for February 2024, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Gray and seconded by Mr. Francescone, the Board unanimously approved Requestion #652 in the amount of \$1,360,062.68 for the Accounts Payable Vouchers, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

There were no bills from the Acquisition and Construction Bill List

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved Requisitions #6041 through #6056, in the amount of \$182,235.51 from the Renewal and Replacement list with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Gray, the Board unanimously approved retaining an attorney for the New Jersey American Water Rate Increase, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Ms. Capri, the Board unanimously approved forming a subcommittee for employee retention, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Francescone and Mr. Gray.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

### **Comments:**

Ms. Carolan followed up with the employee position update that went home to the board last week, to point out that Mr. Trice announced his retirement effective April 1st, 2024.

Ms. Carolan added that after the report went out, she received notice from Chuck Bernheimer of his retirement effective October 1, 2024. Ms. Carolan asked the board for guidance on what to do, especially in light of her not knowing where she stands with her position. Ms. Murphy responded that we would work on that and added that during the subcommittee meeting they will discuss a replacement for Mr. Trice. Ms. Murphy added that something will be decided on for the March meeting.

Mr. Sears commented that we applied for a grant a few months ago from NJCICC and were approved. Mr. Sears said that they will provide cybersecurity monitoring 24/7 at a reduced cost to us for 4 years of service.

Mr. Sears said that we will be reviewing and hopefully passing the budget during the April meeting.

Mr. Long and Mr. Morris thanked the board for their reappointments.

Mr. Francescone said he was sad to hear that Mr. Trice and Mr. Bernheimer will be leaving and welcomed Mr. Gray to the Board.

Ms. Murphy congratulated Ms. Capri for her reappointment as Vice Chair and said that she feels we have a good group of vendors and employees that are here that are doing ok and can always do better. Ms. Murphy added that she also wanted to thank the Board.

Ms. Murphy also confirmed that the employee retainment subcommittee that was discussed in closed would consist of Pam, Jon, Chris Gray, Bill Long and Carmen Saginario.

Following a motion made by Mr. Francescone and seconded by Mr. Gray, and with unanimous agreement from the members, the meeting was adjourned at 8:33 pm.