Regular Meeting - Agenda

Wednesday, November 19, 2014 5:30 PM Mayor's Conference Room Egg Harbor Township MUA 3515 Bargaintown Road Egg Harbor Township, NJ 08234 (609) 926-2671

Opening Statement Pursuant to the Open Public Meetings Act

Roll Call

General Public Discussion

Applications / Project Status

~Resolution #73-2014 Block 2701, Lot 27 & 28 [Robert Reed, Sycamore Avenue] Request for extension of final approvals

Ratification of Administrative Action

Resolution Memorialization

~Resolution #65 – 2014 Block 2118, Lot 1 [Egg Harbor Associates, LLC]

~ Resolution #66 – 2014 Block 1502, Lot 6 [Harbor Landing] Preliminary & Final Approval

Engineer Report

~ Resolution #74 – 2014 Certification of Funds – Atlantic County Utilities Authority Pump Station Agreement

Attorney Report

Treasurer's Report

- ~Resolution # 75 2014 Approve Bill List for Operating Account
- ~ Resolution # 76 2014 Approve Bill List for Developer Account

Authority Clerk

~ Resolution # 77 – 2014 October 2014 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

Adjournment

Formal action may or may not be taken.

Egg Harbor Township Municipal Utilities Authority 3515 Bargaintown Road Egg Harbor Township, NJ 08234

November 19, 2014 Meeting Minutes

Chairman Davis read the Opening Statement pursuant to the Open Public Meetings Act and called the meeting to order at 5:30 PM.

Roll Call: Nathan Davis, Chairman preser	Roll Call:	Nathan Davis, Chairman	present
--	------------	------------------------	---------

	•
Michael Duffy, Vice-Chairman	present
H. Chris Schwemm, Treasurer	present
Theresa Prendergast, Secretary	present
Charles Pfrommer, Commissioner	present
Theresa Moschetto, Alt Commissioner	present

Vincent Polistina, Engineer, John Ridgway, Solicitor and Elaine Super, Authority Clerk were also in attendance.

General Public Discussion

There was no one present from the public, therefore a motion was made by Mr. Schwemm, seconded by Mrs. Prendergast to close the public portion of the meeting. All voted yes.

Applications / Project Status

Mr. Robert Reed requested an extension of the final approval as well as the DEP approval for his Sycamore Woods project. Mr. Polistina recommended that this discussion be held until December so that the current extension process can be reviewed.

Resolution Memorialization

~ Resolution #65 – 2014

Block 2118, Lot 1 [Egg Harbor Associates, LLC]

Motion Mr. Duffy second Mrs. Prendergast to memorialize this resolution. All voted yes.

~ Resolution #66 - 2014

Block 1502, Lot 6 [Harbor Landing] Preliminary & Final

Motion Mrs. Prendergast second Mr. Duffy to memorialize this resolution. All voted yes.

<u>Engineer Report</u> – The written engineer's report is attached and is a part of these minutes.

~ Resolution #74 – 2014 [Certification of Funds \$330,237.00]

Motion Mr. Schwemm second Mrs. Prendergast to authorize an increase for the Pump Station Repair and Maintenance Agreement with the Atlantic County Utilities Authority based on the current index rate. All voted yes.

Treasurer's Report

~ Resolution #75 – 2014

Motion Mr. Schwemm, seconded by Mrs. Prendergast to approve the bill list for the Operating Account. All voted yes.

~ Resolution #76 – 2014

Motion Mr. Schwemm, seconded by Mr. Duffy to approve the bill list for the Developer Account. All voted yes.

Mr. Schwemm reported on the meeting with Joel Fleishman regarding the Environmental Infrastructure Trust bonding. The application with the Local Finance Board was due today. Next month, the Bond Resolution is to be adopted, provided the Local Finance Board approves the bonding at their December 10th meeting.

The Treasurer's report, provided by Mr. Schwemm, was accepted by the Authority.

Authority Clerk Report

~ Resolution #77 – 2014

Motion Mr. Schwemm, seconded by Mrs. Prendergast to approve the October 2014 account adjustments. All voted yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the October 2014 meeting minutes. All voted yes.

Attorney's Report

Mr. Ridgway explained that two of the three easements necessary for the Clayton/Brangan project have been received. Mr. Walt Gauta has expressed a concern regarding the location of the easements as they may interfere with his project. Mr. Polistina and Mr. Ridgway need to review the routing of these easements.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:20pm. All voted yes.

Theresa Prendergast, Secretary	
Prepared by Elaine Super, Authority Clerk	Approved December 17, 2014

Vincent J. Polistina, PE, PP, CME Craig R. Hurless, PE, PP, CME



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

Engineer's Report Egg Harbor Township MUA November 19, 2014

Engineering Projects

1. Emergency Maintenance Contract

We received billing for some previously completed work from Kline Construction this month. The work included assisting in locating the force main from the Lakeside station and repairing the laterals / cleanouts for 22 Poynte Drive and 308 Ohio Avenue. The repair to the driveway at 180 Blackman Road that was damaged during the cleanout repair was completed. Also included was the main repaired on Kingsley Avenue that resulted from a test pit company damaging the main.

We have recommended a payment in the amount of \$16,734.64 from the Operating Account for the work completed.

Kline completed the final pavement restoration for two developer laterals installed earlier this year. The restorations were completed at 213 Central Avenue and 3043 Tremont Avenue.

We have recommended a payment in the amount of \$1,008.00 from the Developers Account for the work completed.

2. ACUA Contract Administration

The maintenance logs from the ACUA have been active over the past month. While attempting to replace the seals of pump two at the Trailer Park station it was determined that pump one was not operating. It was sent for service and required a replacement shaft, sleeve and seals at a cost of \$3,844.45. The ACUA is waiting for the pump to be returned before attempting to replace the seals on the pump two again.

One of the pumps from the Reserves station shown a worn impeller and the motor failed. The pump was partially covered by warranty, with the repair costing \$1,655.00. We anticipate the pump being returned later this week.

The ACUA completed service to one of the pumps at the Delaware station replacing the impeller bolt, washer and key. The pump was returned after a few days.

The soft start that was damaged by an electrical surge at the IBM station was repaired at a cost of \$305.00 and is expected to be reinstalled by the meeting date. We obtained the services of an electrician to replace the damaged meter socket, and install a new disconnect switch and enclosure as required by Atlantic City Electric. The cost to complete this work was \$2,049.88. The PLC controller is not functioning properly so we believe it was also damaged in the electrical surge. We are looking into the cost to replace the remaining damaged equipment.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normal monthly basket and wet well cleaning over the past month. Caprioni also completed preventative maintenance jetting at several areas identified by the Authority Operator.

We have recommended a payment in the amount of \$10,562.30 from the Operating Account for the work completed in October.

4. Spills

There were no spill incidents within the last month.

5. FAA Pump Station Upgrades

We are waiting for the Pinelands Commission to complete their review of the Amended Application and issue their approval for the revised improvements.

We are continuing to work with the NJDP EIT in order to proceed with the project.

6. Miami Pump Station Elimination

We are reviewing the possibility of abandoning the existing gravity mains and servicing the remaining customers with individual pumping units and a common force main system. We are working on preparing an estimate on how much the conceptual plan would cost.

7. GIS System - As-Built

We have arranged access for Elaine to the new GIS system in the Authority office and on her mobile device. Our office is also finalizing the information obtained from the Bargaintown project and hope to have that integrated into the GIS system within the next month. This project fills in a large area of the Township.

Due to the holidays we anticipate providing a demonstration to the Authority Commissioners after the New Year.

8. Landscaping Contractor

The Authority Landscape Contractor completed the last month of the normal monthly cuttings at each of the stations. The contractor will be available to assist with snow removal as needed throughout the winter.

We have recommended a payment in the amount of \$2,299.08 from the Operating Account for the work completed in October.

We also processed an additional payment in the amount of \$550.00 for removal of a fallen tree and fence repair at the Dorset Station.

Developer Projects

Extension Applications

There are no developer funded sanitary system expansion projects currently underway.

Connection Applications

1. Bernard Styer - 6735-6739 Washington Avenue

The applicant has submitted an application to construct a commercial office and warehouse complex that will serve as the headquarters for American Demolition.

2. Longs Own Four, LLC - Black Horse Pike

The applicant is proposing to develop a retail, office, auto dealership complex with the construction of five individual buildings.

3. Atlantic County Board of Realtors - Ridge Avenue

The applicant submitted an application for the construction of a single family dwelling.

4. Atlantic County Board of Realtors - Ridge Avenue

The applicant submitted an application for the construction of a single family dwelling.

5. 3054 Ivins Avenue, LLC - 3054 Ivins Avenue

The applicant has submitted three applications for the connection of three proposed single family dwellings to the sanitary sewer system.

Change of Use Applications

1. Star Career Academy - 3003 English Creek Avenue (English Creek Shopping Center)

The applicant has submitted an application to modify an existing retail space within the shopping center into a technical culinary center.

2. Clarion Hotel - 6821 Black Horse Pike

The applicant submitted an application to modify the existing hotel into an affordable housing complex containing eighty-four apartments along with a common area.

Vince Polistina Authority Engineer

Egg Harbor Township Municipal Utilities Authority

Resolution #73 – 2014

VOIDED

November 19, 2014

Resolution not required.

Egg Harbor Township Municipal Utilities Authority

CERTIFICATION OF AVAILABILITY OF FUNDS FOR AWARD OF CONTRACT

In accordance with regulations of the Local Finance Board, I hereby certify that funds are available for the following:

Date	November 19, 2014
Resolution # 74 – 2014	
Vendor	ACUA
Amount \$ 330,237.00	
Reason Pumping Station Maintenance	
Time Period November 1, 2014 – October 31, 2015	
Budget Line Item Pumping Station Operation & Maintenance	

Henry C. Schwemm, Treasurer	
Theresa Prendergast, Secretary	

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 75 – 2014

Resolution authorizing payment of all bills out of the Operating Account						_
RESOLUTION AUTOON/ING DAVITIENT OF ALL DITTS OUT OF THE CIDETATING ACCOUNT	Decelution out	horizina navman	t of all bille	Out of the	Operating	A coount
	RESOLUTION AUT	nonzina bavinen	i oi ali oilis	our or me	Oberanno	ACCOUNT

BE IT RESOLVED , by the Municipal Utilities Authority that all bills as enumerated on the attached list of bills are herby authorized to be paid.
Dated: November 19, 2014
Theresa Prendergast, Secretary

2:13 PM 11/19/14 **Accrual Basis**

Egg Harbor Township Municipal Utilities Authority Checks Written - Operating Account As of November 19, 2014

Num	Name	Memo	Amount
Operating A	Account		
TEPS	State of NJ Health Benefits	November 2014	-12,025.43
		December Payroll	-28,321.40
9009	Egg Harbor Township - Dental	Dental Benefits - November 2014	-509.55
9010	American Water Capital Corp	Customer No. 305657	-291.97
9011	Crystal Springs	Invoice #19809383228663	-43.04
9012	Daily Journal, The	Acct. # 108712	-69.88
9013	Edmunds Direct Mail, Inc.	Invoice # 112014084-28	-285.02
9014	Egg Harbor Township - Office Rent	Office Rent - Nov, Dec, Jan 2015	-12,500.00
9015	Ford, Scott & Associates, LLC	Invoice # 16164	-18,500.00
9016	MGL Printing Solutions	Acct. # E069	-1,020.00
9017	Mossman's Business Machines	Invoice # 135702	-15.91
9018	Office Basics, Inc.	Acct. # 09272303	-79.26
9019	Press of Atlantic City, The	Acct. # 103389	-98.94
9020	Schwaab, Inc.	Invoice # E13486	-157.49
9021	Staples Advantage	Customer: PHL 1057418	-224.76
9022	W.B. Mason Co., Inc.	Customer No. C2165338	-54.49
9023	Atlantic County Utilities Authority	Account No. 143/144	-599,564.00
9024	Grainger	Account #877163162	-496.22
9025	One Call Concepts, Inc.	Account # 12-EGC	-389.54
9026	Unlimited Drilling Services, LLC	Invoice #88	-2,049.88
9027	AT & T	Acct. # 020 595 7994/5499	-103.59
9028	Atlantic City Electric	multiple accounts	-17,642.28
9029	New Jersey American Water Co.	multiple accounts	-483.09
9030	South Jersey Gas	Acct: 11341704119 & 11338452912	-84.34
9031	Verizon	Acct. #201 Z42 0142 999 78 Y	-374.65
9032	Verizon Wireless	Acct. # 200702280-00001	-131.23
9033	All-Green Turf Management, Corp.	Account No. 3341	-2,849.08
9034	Caprioni Family Septic	Account # 1448	-10,562.30
9035	Kline Construction Co. Inc.	Account No. 1417	-16,734.64
9036	Egg Harbor Township MUA	reimbursement to Developer Acct	-287.50
9037	Polistina & Associates, LLC	October 2014	-48,348.75
9038	Ridgway & Ridgway	October 2014	-13,943.75
Total Opera	iting Account		-788,241.98
TOTAL			-788,241.98

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 76 – 2014

						_
Deselution	authorizing			and af the	Dayrolamar	A
RECOULINAN	allinonzina	navmeni oi	i ali niik	OHII OH IDE		ACCOUNT
NOSCIALIOIT	addionzina	Daville of	un Dina	Out Of the		/ ICCCUIII

BE IT RESOLVED , by the Municipal Utilities Authority that all bills as enumerated on the attached list of bills are hereby authorized to be paid.
Dated: November 19, 2014
Theresa Prendergast, Secretary

11:36 AM 11/19/14 **Accrual Basis**

Egg Harbor Township Municipal Utilities Authority Checks Written - Developer Account As of November 19, 2014

Num	Name	Memo Memo	Amount
СВ С	Developer Account		
3159	Kline Construction Co., Inc.	Invoice 373521 & 373520	-1,008.00
3160	Kenneth Carmen	Refund Escrow Balance - Project #13-33 Complete	-2,478.50
3161	Polistina and Associates	October 2014	-7,544.00
3162	Ridgway & Ridgway	October 2014	-3,634.00
Total	CB Developer Account		-14,664.50
TOTAL			-14,664.50

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 77 – 2014

Resolution	authorizing	adjustments to	Customer	Accounts
NOSCIALIOIT	additolizing	adjustification to	Castonici	, 1000ai it.

BE IT RESOLVED , by the Municipal Utilities Authority that all adjustments as listed on the attached Report(s) of Adjustments are herby approved.
Dated: November 19, 2014 Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority Monthly Adjustment Report October 2014

	Date	Num	Account	Reason	Amount
Delinquent Charges					
	10/02/2014	21878	7447-555	Pd prior to penalty	-5.20
	10/01/2014	21871	6944-0	Good History	-2.46
	10/01/2014	21853	3338-0	Posting Error	-4.81
	10/03/2014	21885	13067-0	Good History	-1.25
	10/03/2014	21881	6877-0	Good History	-2.46
	10/03/2014	21887	3071-0	Good History	-2.46
	10/06/2014	21890	3763-0	Demo	-1.80
	10/06/2014	21894	2383-0	Deed/New owner	-8.41
	10/08/2014	21909	6970-0	Death in family	-15.25
	10/08/2014	21911	12002-0	Military	-0.10
	10/09/2014	21921	3017-0	Military	-8.41
	10/21/2014	21967	8014-0	Good History	-2.46
User Charges					
Residential					
	10/06/2014	2893	3763-0	Demo	-60.37