

Regular Meeting - Agenda
Wednesday, January 18, 2017
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 Memorialization

~ Resolution #79 – 2016 [Final Application]
Block 1613, lot 87 [3081 English Creek Avenue – Proposed Dollar General]

Engineer Report

Treasurer's Report

~ Resolution #01 – 2017
Approve Bill List for Operating Account

~ Resolution #02 – 2017
Approve Bill List for Developer Account

Administrative Report

~ Approval of December 2016 minutes

~ Resolution #03 – 2017
December 2016 Adjustments

Maintenance Report

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

January 18, 2017
Meeting Minutes

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

Roll Call:	Michael Duffy, Chairman	present
	Charles Pfrommer, Vice-Chairman	present
	H. Chris Schwemm, Treasurer	present
	Theresa Prendergast, Secretary	present
	Theresa Moschetto, Commissioner	present
	Anthony DiDonato, Alternate Commissioner	present

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

Mrs. Moschetto was re-appointed to the Authority as a regular commissioner on January 2nd. She was sworn in by Mr. Ridgway at this meeting.

General Public Discussion

There was no public in attendance. Mr. Schwemm made a motion to close the public portion of the meeting. Second by Mrs. Prendergast, all voted yes.

Applications / Project Status

Representatives from the Dollar General (Block 1613, Lot 87) have committed to assisting with the installation of a gravity line instead of the proposed force main in English Creek Avenue. The final application will be heard at the February 15th meeting.

Engineer Report – The written engineer’s report is attached and is a part of these minutes.

Mr. Ridgway and Mr. Polistina met with FAA representatives once again, at their request, as they were advised of the Authority’s plans to renovate the existing station as opposed in constructing a new station. They’ve asked that the Authority reconsider and several of the imposed requirements in the proposed agreement may be able to be removed. Those topics are currently being reviewed by both entities.

Mr. Polistina provided a brief report on proposed redevelopment plans of the Township in the Cardiff area. As the plans move forward, a review of the sewer in this area will be required.

The North Mount Airy Extension project is still in the process of being permitted. The estimated cost of the project is \$700,000, however, revenue is down for this fiscal year. Mr. Polistina will continue to move forward with the necessary permits, however the construction status is still uncertain.

As of now, there is no change in Bill Hiller's employment arrangement or his assistance to the Atlantic County Utilities Authority.

Treasurer's Report

~ Resolution #01 – 2017

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

~ Resolution #2 – 2017

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

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

Administrative Report

~ Resolution #03 – 2017

Motion made by Mr. Schwemm, seconded by Mrs. Prendergast to approve the December 2016 account adjustments. All voted yes.

Mr. Schwemm motioned to approve the December minutes. This was seconded by Mrs. Prendergast and all voted yes.

The property owner of 183 Blackman Road has requested a reduction in his usage. He will be advised that a water line should be installed to separate the commercial usage from the residential usage with the anticipation that will reduce his commercial excess flow.

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

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Approved February 15, 2017

Engineer's Report
Egg Harbor Township MUA
January 18, 2016

Engineering Projects

1. Emergency Maintenance Contract

Kline Construction responded to repair a section of force main piping at the Brenta Pump Station. The piping is located just outside of the valve pit and was severely deteriorated. Kline also repaired the discharge adapter connecting the Godwin pump to the force main at the Miami Station. Additionally, they replaced a manhole casting at the intersection of Granada Avenue and Bay Drive.

We have recommended a payment in the amount of \$11,053.82 from the Operating Account for the work completed.

2. ACUA Contract Administration

The maintenance logs from the ACUA have been normal over the past month. Only one station is currently operating without a single pump. The pump removed from the Delancy station last month is still out for repair. We are waiting for a repair quote. The ACUA had reported that the pumps at the Delaware station were failing, and showing wear on all the components. The ordered replacement was received and will be installed later this month.

The ACUA completed the installation of the new seals and gaskets to the pump at the FAA station. They also performed repairs to the guide rail system at the Beaver station after one of the sections of rail became detached as they pulled a pump to clear rags.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleaning over the past month. They provided overnight bypass services at the Brenta station due to a broken force main fitting. Caprioni also assisted with cleaning up a residential back-up at 307 Sterling Avenue.

We have recommended a payment in the amount of \$12,796.22 from the Operating Account for the work completed in December.

4. Spills

The Authority experienced a single spill incident within the last month which occurred at the Brenta Pump Station. The ACUA found the active spill during their normal weekly inspections. The Authority emergency contractors, Kline Construction and Caprioni Family Septic were dispatched to make the necessary repairs and maintain flow at the station. Kline Construction was unable to complete the repair that evening, so Caprioni bypassed the station overnight until Kline returned the following morning. The spill resulted from the deterioration of the force main piping near the pump station. An elbow and section of piping were replaced. We estimated that less than 2,000 gallons were lost.

5. FEMA HMGP Generator Program

The contractor had difficulty obtaining the construction permits, so the installation of the permanent generator at the Whitewater station was delayed. Installed is expected to be completed within the next few weeks.

The new portable generator was delivered earlier this month. We are working with the supplier to address two issues that arose during the startup at delivery, involving the battery charger and the plug adapter.

We have recommended a payment in the amount of \$34,165.00 to Warhsauer Electric for the provision of the new portable generator.

6. Greater Zion Park Video Inspection

The contractor, American Pipe Services, has completed the video inspection of all the sanitary mains within the project limits.

We have recommended a payment in the amount of \$128,727.17 for the work completed to date.

7. English Creek Lateral and Cleanout Repair

A preconstruction meeting was held on January 5th, with the contractor, Kline Construction. They are scheduled to begin work this week to repair and install cleanout castings throughout the IBM wastewater basin.

8. North Mount Airy Extension

We have received Treatment Works endorsement from the ACUA last month and anticipate receiving approval from the Pinelands Commission in early February. The TWA application will be sent to the NJDEP later this month.

9. FAA Pump Station Upgrades

Last month we informed the FAA of the Authority's desire to upgrade the existing pump station building. The FAA requested a meeting with our office and the Authority Solicitor, where they asked that the Authority reconsider the plan to construct the replacement facility.

10. **Miami Pump Station Elimination**

The Authority received approval for a time extension from FEMA with a new completion date of October 29, 2018. We are still waiting on a response from FEMA on the submitted design plans for the revised project.

Developer Projects

Extension Applications

1. **Egg Harbor Family Associates, LLC**

The contractor completed the installation of the on-site pump station, and an operational test was conducted earlier this month. We have reviewed the submitted as-builts and provided the developer with list of revisions to be completed for approval.

2. **NextGen Aviation Park**

The Atlantic County Improvement Authority is currently overseeing the development of the park and the first building is scheduled to be started within the next several months. We met with the ACIA and their site contractor to discuss the various items that need to be completed prior to the acceptance of flow at the NextGen Station.

Connection Applications

None

Change of Use Applications

None

Vince Polistina
Authority Engineer

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 01 – 2017

Resolution authorizing payment of all bills out of the Operating Account

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: January 18, 2017

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of January 18, 2017

Num	Name	Memo	Amount
Operating Account			
		February Payroll	-31,426.76
TEPS	State of NJ Health Benefits	Health & Rx - January 2017	-11,631.27
9807	Egg Harbor Township - Dental	Dental - January 2017	-533.64
9777	Mossman's Business Machines	Invoice # 142351	-18.49
9778	Office Basics, Inc.	Acct. # 09272303	-18.32
9779	Press of Atlantic City, The	Acct. # 8000571	-138.21
9780	Schwaab, Inc.	Invoice # A090100	-37.00
9781	W.B. Mason Co., Inc.	Customer No. C2165338	-119.97
9782	ACE Hardware	Customer #552303	-179.93
9783	Billows Electric Supply Co.	Cust.#285927-0199	-159.30
9784	CARQUEST of Egg Harbor Towns...	Customer No. 0210381	-933.68
9785	Cummins Power Systems, LLC	Invoice # 012-41006	-2,550.32
9786	CW Sales Corporation	Acct. # EGGHAR	-690.55
9787	Dave's Quality Electric	Invoice # 231	-204.00
9788	Gayle Corporation	Invoice # 15098	-6,827.47
9789	Johnson & Towers, Inc.	Customer # 15971	-648.50
9790	One Call Concepts, Inc.	Account # 12-EGC	-361.25
9791	USABlueBook	Customer No. 605705	-370.77
9792	AT & T	Acct. # 020 595 7994/5499	-60.20
9793	Atlantic City Electric	multiple accounts	-12,566.78
9794	New Jersey American Water Co.	multiple accounts	-371.09
9795	South Jersey Gas	Acct: 11341704119 & 11338452912	-68.36
9796	Verizon	Acct. #201 Z42 0142 999 78 Y	-137.57
9797	Verizon Wireless	Acct. # 200702280-00001	-196.83
9798	All-Green Turf Management	Account No. 3341	-2,495.00
9799	American Pipe Cleaning, LLC	Greater Zion Park Video - Pay Estimate No. 1	-128,727.17
9800	Caproni Family Septic	Account # 1448	-12,796.22
9801	Kline Construction Co. Inc.	Account No. 1417	-11,053.82
9802	Video Pipe Services, Inc.	Contract 89 Windsor Video - Pay Est. No. 2 - Fi...	-3,289.99
9803	Warshauer Generator, LLC	Invoice # 37223	-34,165.00
9804	Polistina & Associates, LLC	December 2016	-59,959.25
9805	Ridgway Legal	December 2016	-12,483.25
Total Operating Account			-335,219.96
TOTAL			-335,219.96

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 02 – 2017

Resolution authorizing payment of all bills out of the Developer Account

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: January 18, 2017

Theresa Prendergast
Secretary

12:22 PM

01/18/17

Accrual Basis

Egg Harbor Township Municipal Utilities Authority
Checks Written - Developer Account
As of January 18, 2017

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3250	Polistina and Associates	December 2016	-10,709.00
	Total Developer Account		-10,709.00
TOTAL			-10,709.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 03 – 2017

Resolution authorizing adjustments to Customer Accounts

BE IT RESOLVED, by the Municipal Utilities Authority that all adjustments as listed on the attached Report(s) of Adjustments are hereby approved.

Dated: January 18, 2017

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

December 2016

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges					
	12/07/2016	26803	11637-0	Deed Change Error	-37.50
	12/27/2016	26960	3543-0	Demolished	-0.87
	12/27/2016	36956	4943-0	Paid Prior to Penalty	-3.75
	12/28/2016	26966	10207-0	Good History	-1.25
	12/28/2016	26966	11757-0	Bill Not Received	-1.24
	12/30/2016	26987	6454-0	Good History	-1.25
User Charges					
Commercial Excess					
	12/06/2016	3469	10817-0	Non Profit - Twp Owned	-5.75
	12/06/2016	3469	10820-0	Non Profit - Twp Owned	-632.50
	12/06/2016	3469	12793-0	Non Profit - Twp Owned	-149.50
Commercial Minimum					
	12/06/2016	3469	7134-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	7429-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	9179-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	9207-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10390-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10748-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10817-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10818-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10819-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	10820-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	11425-0	Non Profit - Twp Owned	-83.00
	12/06/2016	3469	12793-0	Non Profit - Twp Owned	-83.00
Residential					
	12/08/2016	3467	5500-0	Fire Damage	-208.40
	12/27/2016	3475	3543-0	Demolished	-83.00