

Regular Meeting - Agenda

Wednesday, May 16, 2018

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 & Flag Salute

General Public Discussion

Applications / Project Status

Engineer Report

Treasurer's Report

~ Resolution # 28 – 2018

Approve Bill List for Operating Account

~ Resolution # 29 – 2018

Approve Bill List for Developer Account

Administrative Report

~ April 2018 minutes

~ Resolution # 30 – 2018

April 2018 Adjustments

Other Business (not listed on the Agenda)

Closed Session

Adjournment

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

May 16, 2018
Meeting Minutes

Chairman Michael 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 and John Ridgway, Solicitor were in attendance. Elaine Super, Authority Clerk was also present.

General Public Discussion

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

Engineer – The written engineer’s report is attached and is a part of these minutes. Mr. Polistina reported on the Delilah Pump Station guide rail replacement. Three contractors were solicited for estimates. Waszen Brothers Sanitation provided the lowest amount of \$7,100.00. Mr. Schwemm made a motion, seconded by Mr. Pfrommer to authorize the award of this project. All voted yes. Resolution #31-2018

The review application for Royal Farms has been completed.

Treasurer

~ Resolution #28 – 2018

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

~ Resolution #29 – 2018

Motion Mr. Schwemm, seconded by Mr. Pfrommer 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

Mr. Schwemm motioned to approve the April minutes. This was seconded by Mr. Pfrommer and all voted yes.

~ Resolution #30 – 2018

Motion made by Mr. Schwemm, seconded by Mr. Pfrommer to approve the April 2018 account adjustments. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. Pfrommer at 5:38 pm. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: June 20, 2018

Engineer's Report
Egg Harbor Township MUA
May 16, 2018

Engineering Projects

1. Emergency Maintenance Contract

Kline Construction completed several miscellaneous items over the past month. They replaced two damaged manhole castings and reset an existing casting along Washington Avenue, within the section the County will be repaving later this summer. Kline provided materials to stabilize the parking areas along the front of Crystal Lakes and English Mill pumping stations. They also added some to address a low area within the Mountain Lane station.

Included with this month's billing is the installation of the new cleanouts for 204 and 206 Lyons Court.

We have recommended payment in the amount of \$12,843.98 from the Operating Account for the work completed.

2. ACUA Contract Administration

The maintenance logs from the ACUA have been normal the past month. The Beaver station is the only location operating with a single pump. Due to the condition of the pumps, a replacement impeller was ordered for the one functioning pump to keep the station operational until the upgrade can be completed. The cost of the impeller was \$3,000.00.

All of the remaining stations are operating satisfactorily.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings this past month.

We have recommended a payment in the amount of \$10,614.00 from the Operating Account for the work completed in April.

4. Spills

There were no spill incidents within the last month.

5. Trailer Park Pump Station Replacement

All of the project submittals have been reviewed and approved by our office. Kline should have the required road opening permits within the next week. We anticipate construction of the new wet well will begin later this month once the concrete structure has been delivered.

The relocation of the electrical service will be completed next week by Atlantic City Electric.

6. Gravesmith Drive Sanitary Sewer Extension

The contractor, Crown Pipeline, began construction last week with the installation of the doghouse manhole in Washington Avenue. They have continued with main installation along Gravesmith Drive. We expect the work to take approximately 3-4 weeks.

Our office has contacted all of the resident's on Gravesmith to verify the location for each lateral connection.

7. 2018 Video Inspection & Main Cleaning

The contractor suffered several equipment issues over the past month, so they were unable to complete the project within the required time frame. We have provided them an additional two weeks to get of the remaining mains cleaned and inspected. All work is expected to be completed by the end of the month.

We have recommended a payment in the amount of \$19,344.95 for the work completed.

8. Beaver Pump Station Upgrades

Our office is finalizing the plans and specifications for the upgrades at the Beaver station. We anticipate we will received bids prior to the June meeting.

9. Delilah Pump Station Guide Rails

Our office solicited for informal quotes for the replacement of the guide rails at the Delilah station. A report will be provided at the meeting.

Developer Projects

Extension Applications

None

Connection Applications

1. Royal Farms

This application is for the construction of a Royal Farms convenience store and gasoline filling station at the intersection of Fire Road and Tilton Road, which was the former location of Lone Star Steakhouse.

Change of Use Applications

None

Vince Polistina
Authority Engineer

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 28 – 2018

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: May 16, 2018

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of May 16, 2018

05/16/18

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		June Payroll	-34,628.47
TEPS	State of NJ Health Benefits	Health & Rx - May 2018	-11,631.27
10254	Egg Harbor Township - Dental	Dental - May 2018	-514.95
10255	Public Tax Investments, LLC	Refund 6104/9 - Lien redeemed	-170.98
10256	American Water Capital Corp	Customer No. 305657	-293.50
10257	Barber Consulting Services LLC	Invoice # 1270 & 1267	-1,791.67
10258	Egg Harbor Township - Office Rent	Office Rent - May, June, July 2018	-12,500.00
10259	Press of Atlantic City, The	Acct. # 8000571	-149.94
10260	W.B. Mason Co., Inc.	Customer No. C2165338	-58.99
10261	CW Sales Corporation	Acct. # EGGHAR	-2,675.00
10262	GenServe, Inc.	Customer No. 30-EGGHAR5	-1,862.80
10263	One Call Concepts, Inc.	Account # 12-EGC	-578.75
10264	Xylem Dewatering Solutions, Inc.	Invoice # 400790826	-867.00
10265	AT & T	Acct. # 020 595 7994/5499	-58.86
10266	Atlantic City Electric	multiple accounts	-11,972.02
10267	New Jersey American Water Co.	multiple accounts	-434.46
10268	South Jersey Gas	Acct: 11341704119 & 11338452912	-65.44
10269	Verizon	Acct. #201 Z42 0142 999 78 Y	-143.11
10270	Verizon Wireless	Acct. # 200702280-00001	-142.71
10271	Atlantic County Utilities Authority	Account No. 143/144	-596,644.00
10272	Atlantic County Utilities Authority	Account No. 143/144	-86,087.08
10273	Caprioni Family Septic	Account # 1448	-10,614.00
10274	Kline Construction Co. Inc.	Account No. 1417	-12,843.98
10275	Michael Angerman Landscaping, Inc.	Invoice # 31180501 & 31280501	-2,580.00
10276	Mobile Dredging & Video Pipe, Inc.	Contract No. 106 Pay Estimate No. 1	-19,344.95
10277	Atlantic County Utilities Authority	Account No. 143/144	-15,370.66
10278	Polistina & Associates, LLC	April 2018	-39,653.80
10279	Ridgway Legal	April 2018	-11,183.75
	Total Operating Account		-874,862.14
TOTAL			-874,862.14

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 29 – 2018

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: May 16, 2018

Theresa Prendergast, Secretary

EHTMUA
Checks Written - Developer Account
As of May 16, 2018

Num	Name	Memo	Amount
Developer Account			
3292	Polistina and Associates	April 2018	-6,360.00
3293	Heathercroft, LLC	Refund Escrow Balance - Project Complete	-260.50
3294	Pole Bridge Properties/Leah Hawt...	Refund Escrow Balance - Project 04-20 Complete	-115.00
3295	Paparone Homes of New Jersey	Refund Escrow Balance - Project 04-21 Complete	-600.50
3296	Metro Development of South Jers...	Refund Escrow Balance - Project 12-17 Complete	-32.50
3297	AtlantiCare Health Systems	Refund Escrow Balance - Project 13-05	-667.00
3298	Lennard Hammerschlag	Refund Escrow Balance - Project 13-09	-5.00
3299	Atlantic City and Cnty Board of R...	Refund Escrow Balance - Project 14-23 Complete	-1,385.00
3300	Atlantic City and Cnty Board of R...	Refund Escrow Balance - Project 14-24 Complete	-101.00
Total Developer Account			-9,526.50
TOTAL			-9,526.50

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 30 – 2018

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.

- April 2018 Adjustments

Dated: May 16, 2018

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

April 2018

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges					
	04/11/2018	30080	9602-0	Posting Error	-9.96
	04/17/2018	30104	3138-0	Delayed Deed	-9.96
	04/20/2018	30113	2427-0	Death in Family	-9.96
	04/26/2018	30132	3856-0	Billing Adjustment	-17.59
User Charges					
Commercial Excess					
	04/01/2018	3761	12793-0	Non Profit - Twp Owned	-155.25
	04/26/2018	3792	3956-0	Water Leak	-1,173.00
Commercial Minimum					
	04/01/2018	3761	7134-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	7429-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	9179-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	9207-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10390-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10748-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10817-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10818-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10819-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	10820-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	11425-0	Non Profit - Twp Owned	-83.00
	04/01/2018	3761	12793-0	Non Profit - Twp Owned	-83.00
Residential					
	04/25/2018	3790	13361-0	Change Acitvation Date	-82.13

**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	May 16, 2018
Resolution #	31 – 2018
Contract #	Delilah Pump Station Guide Rail Replacement
Vendor	Waszen Brothers Sanitation
Amount	\$ 7,100.00
Reason	Replacement of Guide Rails
Time Period	2018
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary