

**Regular Meeting - Agenda**

Wednesday, July 18, 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 # 37 – 2018

Approve Bill List for Operating Account

~ Resolution # 38 – 2018

Approve Bill List for Developer Account

**Administrative Report**

~ June 2018 minutes

~ Resolution #39 – 2018

June 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

July 18, 2018  
Meeting Minutes

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

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

Vincent Polistina, Engineer and John Ridgway, Solicitor were in attendance. Elaine Super, Authority Clerk was also present. Mr. Duffy was excused from the meeting. Mr. DiDonato is expected to arrive late.

### **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.

Mr. DiDonato arrived.

### **Project Status**

A revised Preliminary and Final Application has been submitted for Oak Forest II and is currently under review.

A preconstruction meeting for Harbor Landing was held and they anticipate completion of half the buildings by early 2019.

**Engineer** – The written engineer’s report is attached and is a part of these minutes. Kline Construction is in the process of locating force mains in several areas of the Township.

As discussed in June, a letter was sent to the FAA regarding the construction of the new pump station. Mr. Pfrommer and Mr. DiDonato expressed their desire to visit the site within the next couple of weeks.

### **Treasurer**

~ Resolution #37 – 2018

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

~ Resolution #38 – 2018

Motion Mr. Schwemm, seconded by Mrs. Prendergast to approve the July 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 June minutes. This was seconded by Mr. DiDonato and all voted yes except Mrs. Prendergast who abstained.

~ Resolution #39 – 2018

Motion made by Mr. Schwemm, seconded by Mrs. Moschetto to approve the June 2018 account adjustments. All voted yes.

Block 1306, Lot 7, 2635 Ridge Avenue, was foreclosed on by the Township who previously held the lien for unpaid sewer charges. A motion was made by Mr. Schwemm, seconded by Mr. DiDonato to write off the charges on the account. All voted yes.

The DOT is preparing to move forward with the drainage work in the Black Horse Pike. The MUA previously provided two separate agreements with the Department of Transportation regarding possible sewer main repair or replacement work. The DOT has requested yet another revised agreement to be signed by the Chairman. Mr. DiDonato made a motion to authorize the signing of the document pending Mr. Ridgway reviews and deems the new agreement acceptable. This was seconded by Mr. Schwemm and all voted in favor.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:05 pm. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: August 15, 2018

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**Engineer's Report  
Egg Harbor Township MUA  
July 18, 2018**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Kline Construction completed the replacement of a manhole casting at Poplar Avenue and Bargaintown Road last month.

We have recommended payment in the amount of \$1,400.00 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. There are currently five stations operating with a single pump. One pump was removed from the English Mill station last month due to a motor failure. We received a repair quote of \$5,725.00 from Willier. Due to the cost we decided to purchase a replacement pump from KSB in the amount of \$6,610.00 which will include a prorated five year warranty.

The Windsor station lost a pump within the last month. The pump was sent to obtain a repair quote from Willier.

The Helen and Lakeside stations are both still operating with a single pump each due to both pumps failing at Helen. The new pumps and variable speed drives for the Helen station are expected to be delivered later this month. The borrowed pump from the Lakeside station will then be returned.

The Beaver station is also operating with a single pump, until the station rehabilitation is completed. A bypass unit is currently in place.

As noted last month, the impellers on the Pumpex pumps at the Crystal Lakes station are severely worn and are no longer available. We authorized the purchase of two (2) new 28 HP ABS pumps.

**3. Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They also cleaned one of the wet wells in the Linwood system.

Caprioni assisted with minor bypass work at the Trailer Park station and removed stormwater from an air relief structure on West Jersey Avenue.

We have recommended a payment in the amount of \$9,280.50 from the Operating Account for the work completed in June.

**4. Spills**

There were no spill incidents within the last month.

**5. Trailer Park Pump Station Replacement**

The project has been delayed by approximately 30 days due to delays in the delivery of the new wet well structure. The new well is expected to be delivered and installed in early August. Once the wet well is installed the contractor can then proceed with the gravity main connections to tie-in the existing mains.

The new control system and pumps are expected to be delivered in mid-August.

**6. Gravesmith Drive Sanitary Sewer Extension**

The contractor has completed the installation of the gravity and all service laterals. All of the mains have passed air and mandrel testing. A video inspection of the mains will be complete this week.

We have recommended a payment in the amount of \$151,813.76 for the work completed to date.

**7. 2018 Video Inspection & Main Cleaning**

All work has been completed for this project. We did not receive their final billing request in time for this month's meeting. The final payment will be prepared for the August meeting.

**8. Miami Pump Station Elimination**

We are waiting to receive the final approval from CAFRA later this month. The TWA application will be forwarded to the NJDEP once it has been received. We expect to have the project ready for bidding within the next two months.

**9. Beaver Pump Station Upgrades**

The plans and specifications for the Beaver pump station will be completed this month and advertised for bid.

**10. Greater Zion Park Casting Installation**

The contractor, Kline Contractor, for the project began the installation of the cast iron castings this week. The project is anticipated to take approximately two months to complete.

**11. Delilah Road Rail Repair**

Waszen Brothers Sanitation completed the replacement of the guide rails and brackets at the Delilah station last week. The replacement included a bypass operation with additional work to remove the rails from the base elbows and cleaning the bottom of the well.

We have recommended a final payment in the amount of \$7,100.00 for the work completed.

**12. Pleasant Heights Project**

Our office is preparing the design plans for the extension of the sanitary system on Pleasant Heights Avenue.

**Developer Projects**

**Extension Applications**

**1. Clayton - Oak Forest Mobile Homes**

The developer is in the process of constructing the pump station that will service the development. The wet well and valve pit has been constructed and the control building is approximately half completed. We anticipate start up will occur sometime in August.

**2. Harbor Landing**

A preconstruction meeting was held with the developers of the Harbor Landing project within the last month. A portion of the on-site sanitary main has been installed. Construction of the off-site sanitary force main is anticipated to begin in August. The project also includes the extension of a short gravity main extension from the CountryAire pump station across Delilah Road. The project requires upgrades to the CountryAire station.

**3. Oaktree Plaza**

The developer is in the process of constructing the Out Parcel Building No. 1, located near the intersection of Fire Road and Old Egg Harbor Road.

**4. Tower Avenue - Aldi**

The contractor has complete the testing of the constructed sanitary mains. A video inspection is required prior to completion.

**Connection Applications**

**1. James Rash and Phyllis Valentine**

This application is for the connection of a single family dwelling located at 135 Alder Avenue. The dwelling will be provided service via an existing six-inch lateral connection. The property had previously received an exemption due to the distance of the house from the street.

**Change of Use Applications**

None

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Vince Polistina  
Authority Engineer

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 37 – 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: July 18, 2018

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Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of July 18, 2018**

07/13/18

Accrual Basis

| Num                      | Name                                | Memo                                | Amount             |
|--------------------------|-------------------------------------|-------------------------------------|--------------------|
| <b>Operating Account</b> |                                     |                                     |                    |
|                          |                                     | Funds Transfer                      | -36,590.76         |
| TEPS                     | State of NJ Health Benefits         | Health & Rx - July 2018             | -11,631.27         |
| 10309                    | Egg Harbor Township - Dental        | Dental Benefits - July 2018         | -514.95            |
| 10310                    | Egg Harbor Township                 | Municipal Appropriation FY2018      | -250,000.00        |
| 10311                    | Ford, Scott & Associates, LLC       | Invoice # 22918                     | -18,500.00         |
| 10312                    | Mainland Journal                    | Acct. # 108712DJ                    | -111.60            |
| 10313                    | Maple Direct Inc.                   | Invoice # 0087015-IN                | -415.90            |
| 10314                    | Mossman's Business Machines         | Invoice # 5175 & 5220               | -311.23            |
| 10315                    | Press of Atlantic City, The         | Acct. # 8000571                     | -236.42            |
| 10316                    | State of New Jersey - Dept of Labor | 221-864-631 Tax Code: 13:001        | -65.14             |
| 10317                    | W.B. Mason Co., Inc.                | Customer No. C2165338               | -128.31            |
| 10318                    | ACE Hardware                        | Customer #552303                    | -20.65             |
| 10319                    | Billows Electric Supply Co.         | Cust.#285927-0199                   | -284.13            |
| 10320                    | Chapman Ford Sales, Inc.            | Invoice # 513672                    | -284.40            |
| 10321                    | CW Sales Corporation                | Acct. # EGGHAR                      | -10,300.00         |
| 10322                    | Egg Harbor Township - Fuel Usage    | Fuel Usage: 12/01/17 - 04/30/18     | -3,328.24          |
| 10323                    | Evoqua Water Technologies,LLC       | Customer No. 1129250                | -2,562.00          |
| 10324                    | Grainger                            | Acct. # 877163162                   | -197.94            |
| 10325                    | Huber Locksmiths, Inc.              | Invoice # 155552 & 155253           | -380.00            |
| 10326                    | One Call Concepts, Inc.             | Account # 12-EGC                    | -502.50            |
| 10327                    | USABlueBook                         | Customer No. 605705                 | -46.07             |
| 10328                    | Waszen Brothers Sanitation, Inc.    | Invoice # 26465                     | -7,100.00          |
| 10329                    | Whel-Tech Inc.                      | Invoice # 18215C001                 | -420.00            |
| 10330                    | Xylem Dewatering Solutions, Inc.    | Customer No. 5217                   | -18,606.10         |
| 10331                    | AT & T                              | Acct. # 020 595 7994/5499           | -59.49             |
| 10332                    | Atlantic City Electric              | multiple accounts                   | -6,043.16          |
| 10333                    | New Jersey American Water Co.       | multiple accounts                   | -397.92            |
| 10334                    | South Jersey Gas                    | Acct: 11341704119 & 11338452912     | -37.24             |
| 10335                    | Verizon                             | Acct. #201 Z42 0142 999 78 Y        | -143.40            |
| 10336                    | Verizon Wireless                    | Acct. # 200702280-00001             | -147.55            |
| 10337                    | Caproni Family Septic               | Account # 1448                      | -9,280.50          |
| 10338                    | Crown Pipeline Construction Co.     | Contract No. 103 Pay Estimate No. 1 | -151,813.76        |
| 10339                    | Kline Construction Co. Inc.         | Account No. 1417                    | -3,701.18          |
| 10340                    | Michael Angerman Landscaping, Inc.  | Invoice # 31180628/31280628         | -2,667.50          |
| 10341                    | Polistina & Associates, LLC         | June 2018                           | -53,483.75         |
| 10342                    | Ridgway Legal                       | June 2018                           | -11,040.00         |
| Total Operating Account  |                                     |                                     | -601,353.06        |
| <b>TOTAL</b>             |                                     |                                     | <b>-601,353.06</b> |

EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 38 – 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: July 18, 2018

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Theresa Prendergast, Secretary

11:00 AM

07/13/18

Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of July 18, 2018**

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| <u>Num</u>               | <u>Name</u>              | <u>Memo</u>                                    | <u>Amount</u>                  |
|--------------------------|--------------------------|--|--------------------------------|
| <b>Developer Account</b> |                          |  |                                |
| 3306                     | English Creek LLC        | Refund Escrow Balance, Project #14-23 Complete | -1,385.00                      |
| 3307                     | Portnoy Builders LLC     | Refund Escrow Balance, Project #13-08 Complete | -385.00                        |
| 3308                     | Polistina and Associates | June 2018                                      | -563.00                        |
| Total Developer Account  |                          |  | <u>-2,333.00</u>               |
| <b>TOTAL</b>             |                          |  | <b><u><u>-2,333.00</u></u></b> |

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 39 – 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.

- June 2018 Adjustments

Dated: July 18, 2018

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

June 2018

|             | <u>Date</u> | <u>Num</u> | <u>Account</u> | <u>Reason</u> | <u>Amount</u> |
|-------------|-------------|------------|----------------|---------------|---------------|
| Residential | 06/14/2018  | 3816       | 3024-0         | Fire Damage   | -83.46        |