

**Regular Meeting - Agenda**  
Wednesday, March 20, 2019  
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**

**Resolution Memorialization**

~ Resolution #15 – 2019 [Connection Application]  
Block 1813, Lot 114 [6310 Reega Avenue]

**Engineer Report**

~ Resolution #21 – 2019 [Certification of Funds]  
Landscape Contract

~ Resolution #22 – 2019 [Certification of Funds]  
Grenada Avenue – Manhole replacement

**Treasurer's Report**

~ Resolution # 23 – 2019  
Approve Bill List for Operating Account

~ Resolution # 24 – 2019  
Approve Bill List for Developer Account

**Administrative Report**

~ February 2019 minutes

~ Resolution # 25 – 2019  
February 2019 Adjustments

**Other Business (not listed on the Agenda)**

**Closed Session (If Necessary)**

**Adjournment**

*Formal action may or may not be taken.*

March 20, 2019  
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.

<b>Roll Call:</b>	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.

### **Resolution Memorialization**

#### **~ Resolution #15 – 2019 [Connection Application]**

##### **Block 1813, Lot 114 [6310 Reega Avenue]**

Mr. Schwemm made the motion to memorialize this Resolution. The motion was seconded by Mr. Pfrommer and all voted yes except Mrs. Moschetto who abstained.

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

#### **~ Resolution #21 – 2019 [Certification of Funds]**

##### **Landscape Contract**

Angerman Landscaping was awarded this contract in March 2017. This is the 2<sup>nd</sup> of two permissible one year extensions. The index rate increases the contract value to \$25,584.13. Mr. Schwemm made the motion, seconded by Mr. Pfrommer, to extend the contract for one additional year. All voted yes.

#### **~ Resolution #22 – 2019 [Certification of Funds]**

##### **Granada Avenue Manhole replacement**

Informal quotes were received for the replacement of the manhole on Granada Avenue in West Atlantic City. Mr. Pfrommer made a motion, seconded by Mr. Schwemm, to award the project to Seashore Associated Mechanical in the amount of \$13,200.00. All voted yes.

The Trailer Park Pump Station on Old Egg Harbor Road is now operational.

The Beaver Pump Station repairs and renovation have been completed except for a few punch list items to be address, however the station is fully operational.

The Pinelands Commission is once again accepting applications for funding for capital projects through the Pinelands Infrastructure Trust. Last year, we discussed the possibility of applying for funds to complete the Tremont South project. It was decided that Mr. Polistina should proceed with the application in an attempt to obtain the necessary funds. The application deadline is April 30<sup>th</sup>.

Mr. Polistina advised the Board of the issue at 129 Wedgewood Drive which commenced on Sunday, March 17<sup>th</sup>. The property owner contacted the Authority with what was perceived to be a back up. Upon initial investigation, it was determined the cleanout at the curb contained dirt. The property owner contacted a plumber in an effort to determine what was causing the problem on their property. After many attempts by the plumber and another contractor to excavate the on-site sewer line, one of the contractors damaged the Authority's cleanout and tee. Kline Construction has been dispatched to make the necessary repairs. Mr. Ridgway will follow up with the Authority's insurance company as well as the contractors and property owner.

The License Agreement for the new pump station at the FAA has been signed by the Chairman. However, the Reimbursable Agreement will not be signed until the new station nears completion. Mr. Polistina will pursue funding for the new station through the New Jersey Environmental Infrastructure Trust. Mr. Ridgway will assist and coordinate with Mr. Polistina and Bond Counsel in connection with the financing.

### **Treasurer**

#### **~ Resolution #23 – 2019**

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

#### **~ Resolution #24 – 2019**

Motion Mr. Schwemm, seconded by Mrs. Moschetto to approve the March 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 February minutes. This was seconded by Mr. Pfrommer and all voted yes.

**~ Resolution #25 – 2019**

Motion made by Mr. Schwemm, seconded by Mr. Pfrommer to approve the February 2019 account adjustments. All voted yes.

A motion to adjourn the meeting was made by Mrs. Prendergast, seconded by Mr. Pfrommer at 6:15 pm. All voted yes.

---

Theresa Prendergast, Secretary

---

Prepared by Elaine Super, Authority Clerk

Date Approved: April 17, 2019

**Engineer's Report**  
**Egg Harbor Township MUA**  
**March 20, 2019**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Kline Construction performed two tasks within the last week. They assisted in locating the CountryAire force main in the intersection of English Creek Avenue and Delilah Road due to a utility conflict. They also plugged the connection for a proposed development constructed in the late 80's but never built.

We have recommended a payment in the amount of \$3,203.23 from the Operating Account for the work completed within the last month.

**2. ACUA Contract Administration**

Due to computer issues the ACUA has been unable to provide maintenance logs for the past few weeks. There are currently two stations operating with a single pump. One pump was removed from the Seapines station due to motor failure. Due to the amount of wear we purchased a replacement Barnes pump at a cost of \$10,865.00. The costs includes a hardened impeller due to the amount of grit we experience at the station.

The Old Zion station is operating with a single pump, but there is an issue with the other pump properly seating. The ACUA plans to do a confined space entry to determine the issue and make the necessary adjustments.

We have noticed a increase in the run times at the Reega and Fountain Lakes stations and have asked the ACUA to investigate. The replacement impellers for the Reserves and High School stations should be in within the next two weeks.

**3. Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They cleaned five of the wet wells in the Linwood system. Caprioni also resolved a blockage in the gravity main near the IBM pump station and inspected two laterals with remote video equipment.

We have recommended a payment in the amount of \$12,593.20 from the Operating Account for the work completed in February.

4. **Spills**

There were no spill incidents within the last month.

5. **Trailer Park Pump Station Replacement**

The operation of the station has been normal and satisfactory to date. The contractor, abandoned the old dry pit can by removing the above grade components and filled the interior with grout. The area was graded and the proposed concrete driveway and apron has been completed. Kline Construction has several minor items to finish to complete the project. A punchlist will be generated once those items are completed.

There is no payment due at this time.

6. **Beaver Pump Station Upgrades**

TKT has completed all of the required site and wet well improvements. Our office completed an inspection of the work completed and will provide the contractor a punchlist to resolve some minor issues.

We have recommended a payment in the amount of \$36,495.20 for the work completed to date.

7. **2019 Video Inspection & Main Cleaning**

American Pipe Cleaning, LLC have completed cleaning and video inspection of approximately 50% of the sanitary mains located within the project area. We expected the work will be completed within the next two weeks.

A payment request was submitted, but was not received in time for processing this month.

8. **Miami Pump Station Elimination**

We have received the Treatment Works Approval last week from the NJDEP. We are finalizing the plans and specifications for bid next month.

9. **Cardiff & West Atlantic City Cleaning & Video Inspection**

American Pipe Cleaning, LLC submitted the lowest quote for the proposed work. They completed a portion of the work along the Black Horse Pike in conjunction with the 2019 Video Inspection project. We anticipate they will finish the remaining items once the 2019 Video Inspection project is complete.

No payments are due at this time.

10. **Granada Avenue Manhole Replacement**

The Authority received informal quotes for the replacement of the leaking manhole on Granada Avenue.

A report of bids will be provided at the meeting.

## Developer Projects

### Extension Applications

#### 1. Harbor Landing (Olde Masters)

The contractor is currently installing the laterals for each of the proposed buildings. It is anticipated they will begin the on-site pump station within the next few weeks.

### Connection Applications

None

### Change of Use Applications

#### 1. Bahay Kubo Eatery and Catering

The applicant has applied to re-utilize the existing 2,055 square foot space as a restaurant. It had previously been converted from a restaurant into a bakery.

---

Vince Polistina  
Authority Engineer

**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:

<b>Date</b>	March 20, 2019
<b>Resolution #</b>	21 – 2019
<b>Contract #</b>	99 – one (1) year extension [2 <sup>nd</sup> of 2]
<b>Vendor</b>	Michael Angerman Landscaping, Inc
<b>Amount</b>	\$ 25,584.13 [1 <sup>st</sup> Extension = \$24,718.97] [Original contract amount \$23,999.00]
<b>Reason</b>	Landscape Maintenance Contract – 2 <sup>nd</sup> extension of contract awarded in 2017
<b>Time Period</b>	April 1, 2019 – March 31, 2020
<b>Budget Line Item</b>	Contract Services

\_\_\_\_\_  
Henry C. Schwemm, Treasurer

\_\_\_\_\_  
Theresa Prendergast, Secretary



**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:

<b>Date</b>	March 20, 2019
<b>Resolution #</b>	22 – 2019
<b>Contract #</b>	Granada Avenue Manhole Replacement
<b>Vendor</b>	Seashore Associated Mechanical Contractors
<b>Amount</b>	\$ 13,200.00
<b>Reason</b>	Manhole Replacement
<b>Time Period</b>	2019
<b>Budget Line Item</b>	Capital Outlay – System Rehabilitation

\_\_\_\_\_  
Henry C. Schwemm, Treasurer

\_\_\_\_\_  
Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 23 – 2019**

**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: March 20, 2019

---

Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of March 20, 2019**

03/20/19

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		April Payroll and PERS	-87,330.42
TEPS	State of NJ Health Benefits	Health & Rx - March 2019	-10,979.95
10569	Egg Harbor Township - Dental	Dental Benefits - March 2019	-514.95
10570	American Water Capital Corp	Customer No. 305657	-298.43
10571	Mainland Journal	Acct. # 248466	-200.26
10572	Mossman's Business Machines	Invoice # 6935 & 7087	-31.54
10573	Office Basics, Inc.	Acct. # 09272303	-15.42
10574	Press of Atlantic City, The	Acct. # 8000571	-261.66
10575	Staples Business Advantage	Customer: PHL 1057418	-467.48
10576	US Postal Service-postage machine	Postage Meter	-200.00
10577	W.B. Mason Co., Inc.	Customer No. C2165338	-37.10
10578	Advance Auto Parts	Acct. # 1870851868	-65.83
10579	CW Sales Corporation	Acct. # EGGHAR	-1,716.38
10580	Grainger	Acct. # 877163162	-232.59
10581	Hell Fighters	Tree Trimming PS #17 & 23	-725.00
10582	Huber Locksmiths, Inc.	Invoice # 159201	-177.00
10583	One Call Concepts, Inc.	Account # 12-EGC	-667.14
10584	White's of Mid-Atlantic	Invoice # 13043	-867.00
10585	Xylem Dewatering Solutions, Inc.	Invoice # 400890901	-1,273.36
10586	AT & T	Acct. # 020 595 7994/5499	-56.01
10587	Atlantic City Electric	multiple accounts	-17,390.78
10588	New Jersey American Water Co.	multiple accounts	-395.41
10589	South Jersey Gas	multiple accounts	-103.77
10590	Verizon	Acct. #550-790-961-0001-97	-148.57
10591	Verizon Wireless	Acct. # 200702280-00001	-299.09
10592	Caproni Family Septic	Account # 1448	-12,593.20
10593	Kline Construction Co. Inc.	Account No. 1417	-3,203.23
10594	TKT Construction Company, Inc.	Contract No. 107 - Pay Estimate No. 3	-36,495.20
10595	Polistina & Associates, LLC	February 2019	-55,417.50
10596	Ridgway Legal	February 2019	-8,142.00
	Total Operating Account		-240,306.27
<b>TOTAL</b>			<b>-240,306.27</b>

EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 24 – 2019

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: March 20, 2019

---

Theresa Prendergast, Secretary

12:42 PM

03/20/19

Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of March 20, 2019**

---

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3357	Polistina and Associates	February 2019	-4,961.50
3358	Ridgway Legal	March 2019	-327.75
	Total Developer Account		-5,289.25
<b>TOTAL</b>			<b>-5,289.25</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 25 – 2019**

**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.

- February 2019 Adjustments

Dated: March 20, 2019

---

Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

### February 2019

Delinquent Charges	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
	02/01/2019	31699	715-0	Delayed Deed	-2.49
	02/01/2019	31699	811-0	Delayed Deed	-2.49
	02/01/2019	31699	2041-0	Delayed Deed	-2.49
	02/01/2019	31699	4115-0	Delayed Deed	-2.49
	02/01/2019	31699	4152-0	Delayed Deed	-2.49
	02/01/2019	31699	4826-0	Delayed Deed	-2.49
	02/01/2019	31699	5643-0	Delayed Deed	-2.49
	02/01/2019	31699	9946-0	Delayed Deed	-2.49
	02/01/2019	31699	10277-0	Delayed Deed	-2.49
	02/01/2019	31699	11092-0	Delayed Deed	-2.49
	02/01/2019	31699	11685-0	Delayed Deed	-2.49
	02/01/2019	31699	3516-0	Delayed Deed	-2.49
	02/01/2019	31699	5296-0	Delayed Deed	-2.49
	02/01/2019	31699	6448-0	Delayed Deed	-2.49
	02/04/2019	31723	11741-0	Bill Not Received	-38.38
	02/04/2019	31723	8971-0	Good History	-2.49
	02/04/2019	31723	24-0	Bill Not Received	-1.25
	02/04/2019	31724	8971-0	Good History	-2.49
	02/05/2019	31733	2952-0	Good History	-2.49
	02/05/2019	31733	9002-0	Good History	-2.49
	02/05/2019	31733	12925-0	Good History	-2.49
	02/05/2019	31740	4775-0	Federal Shutdown	-4.98
	02/06/2019	31741	6651-0	Bill Not Received	-66.66
	02/07/2019	31746	7177-0	Deed/New Owner	-4.98
	02/08/2019	31755	3462-0	Delayed Deed	-2.49
	02/08/2019	31755	623-0	Good History	-4.98
	02/08/2019	31755	1260-0	Bill Not Received	-4.98
	02/08/2019	31755	12212-0	Good History	-4.98
	02/08/2019	31755	3591-0	Posting Error	-2.50
	02/08/2019	31756	7572-0	Bill Not Received	-4.98
	02/08/2019	31756	1064-0	Bill Not Received	-4.98
	02/08/2019	31756	5466-0	Good History	-4.98
	02/08/2019	31756	5778-0	Bill Not Received	-4.98
	02/11/2019	31775	5763-0	Bill Not Received	-4.98
	02/11/2019	31775	5756-0	Bill Not Received	-4.98
	02/11/2019	31775	13023-0	Bill Not Received	-4.98
	02/11/2019	31775	5757-0	Bill Not Received	-4.98
	02/11/2019	31775	5781-0	Bill Not Received	-4.98
	02/11/2019	31775	5738-0	Bill Not Received	-4.98
	02/11/2019	31775	3099-0	Posting Error	-4.98
	02/11/2019	31775	5742-0	Good History	-4.98
	02/11/2019	31775	8640-0	Bill Not Received	-4.98
	02/11/2019	31766	5741-0	Bill Not Received	-4.98
	02/11/2019	31766	6372-0	Bill Not Received	-4.98

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

### February 2019

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
02/11/2019	31766	5748-0	Bill Not Received	-4.98
02/11/2019	31766	1844-0	Wrong Address	-4.98
02/12/2019	31780	5760-0	Bill Not Received	-4.98
02/12/2019	31780	5224-0	Bill Not Received	-4.98
02/12/2019	31780	5755-0	Bill Not Received	-4.98
02/12/2019	31780	5734-0	Bill Not Received	-4.98
02/13/2019	31787	5773-0	Bill Not Received	-4.98
02/13/2019	31792	5743-0	Bill Not Received	-4.98
02/13/2019	31792	3290-0	Bill Not Received	-4.98
02/13/2019	31792	105-0	Bill Not Received	-4.98
02/13/2019	31792	5798-0	Bill Not Received	-4.98
02/13/2019	31792	5779-0	Bill Not Received	-4.98
02/13/2019	31792	3433-0	Hospital Stay	-4.98
02/14/2019	31797	5787-0	Bill Not Received	-4.98
02/14/2019	31808	10429-0	Good History	-4.98
02/14/2019	31808	5800-0	Fire Damage	-4.98
02/14/2019	31808	2517-0	Delayed Deed	-4.98
02/14/2019	31808	5797-0	Bill Not Received	-4.97
02/14/2019	31811	6353-0	Hospital Stay	-4.98
02/15/2019	31819	5704-0	Bill Not Received	-4.98
02/15/2019	31819	10059-0	Bill Not Received	-4.98
02/15/2019	31816	12754-0	Wrong Address	-2.50
02/15/2019	31818	11041-0	Courtesy	-2.84
02/20/2019	31834	2375-0	Wrong Address	-2.36
02/21/2019	31846	3882-0	Delayed Deed	-4.98
02/22/2019	31860	5798-0	Good History	-0.16
02/25/2019	31872	5797-0	Bill Not Received	-0.01
02/25/2019	31872	6815-0	Military	-4.98
02/26/2019	31880	5268-0	Bill Not Received	-4.98
02/28/2019	31896	4155-0	Good History	-4.98
02/28/2019	31899	4649-0	Bill Not Received	-4.98

**User Charges**

**Residential**

02/05/2019	3949	6531-0	House Lifted	-166.00
02/15/2019	3957	5800-0	Fire Damage	-166.00