

**Regular Meeting - Agenda**

Wednesday, April 17, 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 #26 – 2019

Pinelands Infrastructure Trust Fund Application

**Resolution Memorialization**

**Engineer Report**

~ Resolution #27 – 2019 [Certification of Funds]

Change Order – Beaver Pump Station

**Treasurer's Report**

~ Resolution # 28 – 2019

Approve Bill List for Operating Account

~ Resolution # 29 – 2019

Approve Bill List for Developer Account

**Administrative Report**

~ Revised February 2019 minutes

~ March 2019 minutes

~ Resolution # 30 – 2019

March 2019 Adjustments

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

**Closed Session** (If Necessary)

**Adjournment**

*Formal action may or may not be taken.*

April 17, 2019  
Meeting Minutes

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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.

### **Application / Project Status**

#### **~ Resolution #26 – 2019**

#### Pinelands Infrastructure Trust Fund Application

The Authority had previously discussed extending sewer to the homes on a portion of Oakland and Tremont Avenues. Outside funding is necessary in order for the MUA to complete the project. This resolution authorizes the Authority to participate in the Pinelands Infrastructure Trust Fund Program for fiscal year 2020, certifies the Authority will provide a local match of 10% of the total project costs and authorizes Vincent Polistina, PE to be the point of contact with the Trust representatives. A motion was made by Mr. Schwemm, seconded by Mrs. Prendergast to authorize the signing of this resolution. All voted yes.

The FAA Pump Station relocation project is still being finalized. It may be feasible to coordinate and fund two projects simultaneously, the second project being the Searstown Pump Station relocation. Mr. Polistina will continue to investigate the feasibility of financing both through the Environmental Infrastructure trust program.

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

~ **Resolution #27 – 2019 [Certification of Funds – Change Order #1]**

**TKT Construction – Beaver Pump Station**

Additional concrete work was needed at the pump station. A motion was made by Mr. Schwemm, seconded by Mr. Pfrommer to authorize this change order in the amount of \$1,917.72. All voted yes.

Mr. Polistina and Mr. Ridgway recapped the events that occurred at 129 Wedgewood Drive March 18 – 22. Mr. Polistina prepared a memorandum detailing the situation. This memorandum, along with inspection reports, photos and expenses incurred by the Authority, was submitted to the Authority’s JIF.

**Treasurer**

~ **Resolution #28 – 2019 [Operating Account Bill List]**

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

~ **Resolution #29 – 2019 [Developer Account Bill List]**

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

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

**Administrative**

Mr. Ridgway reported that the Joint Insurance Fund will be processing the claim for 129 Wedgewood Drive, as well as following up with the contractors that were working on behalf of the property owner. If the Authority undertakes any additional work at this site, the insurance carrier will be notified.

Mr. Schwemm motioned to approve the revised February 2019 minutes. This was seconded by Mr. Pfrommer and all voted yes.

Mr. Schwemm motioned to approve the March 2019 minutes. This was seconded by Mrs. Prendergast and all voted yes.

The Dell Server is more than five years old and should be replaced soon. Mr. Schwemm suggested that we move forward with the replacement immediately. Once the new server is operational, the individual desktops will be replaced.

**~ Resolution #30 – 2019 [Adjustments]**

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

6:10 PM

Mr. Schwemm made a motion, seconded by Mr. Pfrommer to enter into closed session to discuss litigation involving the Authority. All voted yes.

**~ Resolution #31 – 2019  
Closed Session**

6:30 PM

There was no action taken during the closed session. The minutes of the closed session will be made available once the matter discussed has been resolved.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. Pfrommer at 6:30 PM. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: May 15, 2019

**Engineer's Report**  
**Egg Harbor Township MUA**  
**April 17, 2019**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Kline Construction completed several tasks within the last month. They helped to locate and repair an existing lateral connection at 6859 Washington Avenue. Kline also assisted with providing materials with a repair to the service connection for Kiddie Korner. Kline was unable to mobilize in sufficient time to make the repair so we utilized one of the contractors on the approved list, Perna Finnigan, Inc.

Kline Construction provided assistance with a damaged cleanout at 129 Wedgewood Avenue. Due to a failed attempt by the homeowner's plumber to repair the broken line from the house, thus creating a dangerous situation along the edge of the roadway, Kline was utilized to make a repair to the cleanout and protect the MUA lateral. The work was completed over two days due to the depth of the repair and conflicts with the neighborhood stormwater system.

We have recommended a payment in the amount of \$28,807.39 to Kline from the Operating Account for the work completed within the last month.

We have recommended a payment in the amount of \$3,932.89 to Perna Finnigan, Inc. from the Operating Account for the work completed at 3156 Fire Road, aka Kiddie Korner.

**2. ACUA Contract Administration**

The ACUA maintenance reports resumed earlier this month. The logs have been normal for the past two weeks. The Seapines station is the only station operating with a single pump. The replacement pumps is expected to be delivered within 3-4 weeks.

The replacement impellers were installed on the pumps at the Reserves station. The ACUA is still waiting for the replacement impellers for the High School station.

The ACUA is still investigating the cause for the long run times at the Fountain Lakes station. We ordered a replacement impeller for one of the pumps at the Linwood - Poplar station. The cost is approximately \$3,560.00.

3. **Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally schedule basket and wet well cleanings over the past month. They cleaned four wet wells in the Linwood system. Caprioni also assisted with cleaning blockages at 129 Wedgewood Avenue and 6855 Washington Avenue.

Additionally we had Caprioni provide CCTV service to inspect the lateral at 256 Mallard Lane.

We have recommended a payment in the amount of \$13,120.12 from the Operating Account for the work completed in March.

4. **Spills**

There were no spill incidents within the last month.

5. **Trailer Park Pump Station Replacement**

Kline Construction has been provided a punchlist of minor issues that need to be completed.

We have recommended a payment in the amount of \$28,211.75 for the work completed to date.

6. **Beaver Pump Station Upgrades**

TKT has addressed the punchlist issues and finalized the project. The maintenance bond for the project has been received. We have processed a Change Order in the amount of \$1,917.72 for some additional concrete work.

We have recommended the final payment in the amount of \$9,777.72 for the work completed.

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

American Pipe Cleaning, LLC have completed the cleaning and video inspection of approximately 90% of the sanitary mains located within the project area. We expect the remaining work will be completed within the next two weeks.

We have recommended a payment in the amount of \$53,119.53 for the work completed to date.

8. **Miami Pump Station Elimination**

Our office is finalizing the bid package for public bid by the end of the month.

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

American Pipe Cleaning, LLC has completed the majority of the work covered by this project.

No payment requests have yet been submitted.

10. **Granada Avenue Manhole Replacement**

We have submitted the road opening permit application to the Township to replace the manhole. The work is expected within the next few weeks.

11. **Pleasant Heights Sanitary Sewer Extension**

We have received approval from the ACUA and delivered the Treatment Works package to the NJDEP last week. The funding for the project is through the Community Development Block Grant administered by the Atlantic County Improvement Authority. Due to the funding requirements we anticipate having the project out for public bid in early May.

12. **Tremont South Sanitary Sewer Extension**

Our office will be submitting an application to the Pinelands Commission to obtain funding through the Infrastructure Trust Fund. The project encompasses extending sanitary sewer along Oakland Avenue in the westerly direction from LaCosta Lakes towards Tremont Avenue. Sewer will then extend south of Oakland Avenue down Fernwood Avenue, and in the north and south direction along Tremont Avenue.

**Developer Projects**

**Extension Applications**

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

The developer will be starting construction of the on-site pump station and off-site force main infrastructure in the near future. A meeting is planned at the site Wednesday morning to discuss the exact timeframe and coordinate connection into the EHTMUA system.

**Connection Applications**

1. **Royal Farms - English Creek Properties, LLC**

The submitted application is for the construction of a 5,376 square foot Royal Farms convenience store and gasoline filling station in the location of the existing Flatstone Grill. The project will also involve the reconfiguration of several adjacent properties.

**Change of Use Applications**

1. **Garden State Fuels, Inc.**

The applicant has applied to convert a portion of the existing convenience store into a deli. Approximately 1,247 square feet of the building interior will be reutilized.

2. **Hampton Inn Conversion**

The application is for the conversion of the former Hampton Inn located behind the Shore Diner from a hotel into an affordable assisted living facility. The proposed assisted living facility will contain 166 beds along with adult medical day care and professional offices.

3. **Blackman & Co.**

The submitted application is for the conversion of the former TGI Friday's restaurant located in the Harbor Square Shopping Center (fka the Shore Mall). The former restaurant will now be utilized as retail space.

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Vince Polistina  
Authority Engineer



# **Egg Harbor Township Municipal Utilities Authority**

## **Resolution #26 – 2019**

**RE:** *Authorizing the Participation in the Pinelands Infrastructure Trust Fund Program*

**WHEREAS**, the Egg Harbor Township Municipal Utilities Authority (“EHTMUA”) has opted to participate in the Pinelands Infrastructure Trust Fund (PITF) Program for FY 2020; and

**WHEREAS**, as a participant, the “EHTMUA” intends to provide a local match of 10% of the total project award; and

**WHEREAS**, the “EHTMUA” authorizes the submission of the application to the Pinelands Infrastructure Trust Program for FY 2020; and

**WHEREAS**, the “EHTMUA” assigns Vincent J. Polistina, PE, PP, CME, Authority Engineer as the point of contact.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Egg Harbor Township Municipal Utilities Authority held on the 17<sup>th</sup> day of April, 2019 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

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Theresa Prendergast, Secretary

**Egg Harbor Township  
Municipal Utilities Authority**

**CERTIFICATION OF AVAILABILITY  
OF FUNDS  
FOR  
CHANGE ORDER**

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

<b>Date</b>	April 17, 2019
<b>Resolution #</b>	27 - 2019
<b>Vendor</b>	TKT Construction, Inc
<b>Contract</b>	#107 Beaver Pump Station Rehabilitation
<b>Amount</b>	Change Order #1 [\$1,917.72]
<b>Reason</b>	Additional concrete work
<b>Time Period</b>	2019
<b>Budget Line Item</b>	Capital Rehabilitation

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 28 – 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: April 17, 2019

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Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of April 17, 2019**

04/17/19

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		May Payroll	-36,042.59
TEPS	State of NJ Health Benefits	Health & Rx - April 2019	-10,331.75
10597	Egg Harbor Township - Dental	Dental - April 2019	-514.95
10598	American Water Capital Corp	Customer No. 305657	-300.64
10599	Mainland Journal	Acct. # 248466	-37.82
10600	NJUA Joint Insurance Fund	Invoice #NJUA230-2019SA	-11,382.00
10601	Press of Atlantic City, The	Acct. # 8000571	-51.24
10602	W.B. Mason Co., Inc.	Customer No. C2165338	-101.39
10603	City of Pleasantville	Invoice # 18-0012 & 19-00025	-1,343.75
10604	City of Somers Point	2018 Line Rental	-12,900.00
10605	Grainger	Acct. # 877163162	-881.12
10606	NAPA Auto Parts	Customer # 4162	-469.40
10607	One Call Concepts, Inc.	Account # 12-EGC	-828.76
10608	Perna Finnigan, Inc.	Invoice # 0108E001-1	-3,932.89
10609	USABlueBook	Customer No. 605705	-1,309.16
10610	Weinstein Supply	Invoice # S023076662.001	-138.73
10611	Xylem Dewatering Solutions, Inc.	Invoice # 400897362	-490.00
10612	AT & T	Acct. # 020 595 7994/5499	-48.74
10613	Atlantic City Electric	multiple accounts	-18,370.34
10614	New Jersey American Water Co.	multiple accounts	-947.91
10615	South Jersey Gas	multiple accounts	-97.12
10616	Verizon	Acct. #550-790-961-0001-97	-47.14
10617	Verizon Wireless	Acct. # 200702280-00001	-208.74
10618	American Pipe Cleaning, LLC	Contract No. 109 Pay Estimate No. 1	-53,119.53
10619	Caproni Family Septic	Account # 1448	-13,120.12
10620	Kline Construction Co. Inc.	Account No. 1417	-28,807.39
10621	Kline Construction Co. Inc.	Account No. 1417	-28,211.75
10622	TKT Construction Company, Inc.	Contract No. 107 Beaver PS Rehab Pay Est No...	-9,777.72
10623	Polistina & Associates, LLC	March 2019	-51,634.25
10624	Ridgway Legal	April 2019	-10,925.00
	Total Operating Account		-296,371.94
<b>TOTAL</b>			<b>-296,371.94</b>

EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 29 – 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: April 17, 2019

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Theresa Prendergast, Secretary

10:10 AM

04/17/19

Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of April 17, 2019**

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3360	Cave Group LLC	Refund Escrow Balance Project No. 05-52	-4,515.50
3361	Polistina and Associates	March 2019	-2,254.00
	Total Developer Account		-6,769.50
<b>TOTAL</b>			<b>-6,769.50</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 30 – 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.

- March 2019 Adjustments

Dated: April 17, 2019

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

March 2019

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
<b>Delinquent Charges</b>				
	03/04/2019	4469-0	Medical Hardship	-4.98
	03/07/2019	5712-0	Wrong Address	-7.47
	03/07/2019	5018-0	Delayed Deed	-7.47
	03/15/2019	9318-0	Good History	-7.47
	03/15/2019	9375-0	Good History	-7.47
	03/26/2019	12002-0	Military	-7.47
	03/28/2019	418-0	Deceased	-7.47
<b>User Charges</b>				
<b>Commercial Minimum</b>				
	03/20/2019	3590-0	Inactive Account	-83.00



**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY  
Closed Session**

**RESOLUTION # 31 – 2019**

**Resolution to convene into Closed Executive Session to discuss matters which may involve litigation and/or personnel**

**WHEREAS**, the Open Public Meetings Act, PL 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Authority wishes to discuss matters involving Personnel and/or Litigation as follows:

Litigation

**WHEREAS**, minutes will be kept and once the matter(s) involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public;

**NOW, THEREFORE, BE IT RESOLVED** by the Egg Harbor Township Municipal Utilities Authority that the public be excluded from this Closed Executive Session of the Authority meeting.

Dated: April 17, 2019

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Theresa Prendergast  
Secretary