

Regular Meeting - Agenda

Wednesday, May 15 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

Engineer Report

~ Resolution # 32 – 2019 [Certification of Funds]
Beaver & Whitewater Cleanout Repair

~ Resolution # 33 – 2019 [Certification of Funds]
Pleasant Heights Extension

Treasurer's Report

~ Resolution # 34 – 2019
Approve Bill List for Operating Account

~ Resolution # 35 – 2019
Approve Bill List for Developer Account

Administrative Report

~ April 2019 minutes

~ Resolution # 36 – 2019
April 2019 Adjustments

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

May 15, 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.

Roll Call:	Michael Duffy, Chairman	present
	Charles Pfrommer, Vice-Chairman	present
	H. Chris Schwemm, Treasurer	present
	Theresa Prendergast, Secretary	absent
	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. Mrs. Prendergast was excused from the 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 Mr. Pfrommer, all voted yes.

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

~ Resolution #32 – 2019 [Certification of Funds]

Bids were received for the Beaver & Whitewater basins cleanout repair. Perna Finnigan submitted the lowest bid in the amount of \$157,716.10. Mr. Schwemm made a motion to award the contract, second by Mr. Pfrommer and all voted yes.

~ Resolution #33 – 2019 [Certification of Funds]

Bids were received for the Pleasant Heights Avenue sewer extension. Seashore Associated Mechanical submitted the lowest bid in the amount of \$269,684.26. Mr. Schwemm made a motion to award the contract, second by Mr. Pfrommer and all voted yes.

Treasurer

~ Resolution #34 – 2019 [Operating Account Bill List]

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

~ Resolution #35 – 2019 [Developer Account Bill List]

Motion Mr. Schwemm, seconded by Mrs. Moschetto to approve the May 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 2019 minutes. This was seconded by Mr. Pfrommer and all voted yes.

Mr. Schwemm motioned to approve the April 2019 closed session minutes. This was seconded by Mr. Pfrommer and all voted yes. The minutes will be made available when the issue discussed is resolved.

~ Resolution #36 – 2019 [Adjustments]

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

Block 5926, Lot 10 [10 N Mount Airy Avenue]

The property owner has requested an exemption from connecting to the sewer system. Mr. Polistina recommended the exemption as the property is more than 500' from the roadway and it is not reasonable feasible to connect via gravity. Mr. Schwemm made the motion, seconded by Mr. Pfrommer, to grant the exemption. All voted yes.

The state is preparing to resurface a portion of Route 40. There are a few locations where the Authority's sewer lines are in the designated work areas. An escrow is being held by the State to reimburse for inspection and oversight by the Authority Engineer in these locations. Motion Mr. Schwemm, second, Mrs. Moschetto, to authorize the Chairman to sign the agreement with the State. All voted yes.

~ Resolution #37 – 2019 [Closed Session] 5:45pm

Mr. DiDonato made a motion, seconded by Mr. Schwemm, to enter into Closed Session to discuss pending and potential litigation involving unpaid sewer service charges and subrogation claims for costs incurred in response to a dangerous property owner and contractor incident. All voted yes.

6:07 pm – Return to Open Session

No action was taken during the closed session. The minutes will be made available upon the resolution of the issues discussed.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. Pfrommer at 6:08 PM. All voted yes.

Charles Pfrommer, Acting Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: June 19, 2019

Engineer's Report
Egg Harbor Township MUA
May 15, 2019

Engineering Projects

1. Emergency Maintenance Contract

No work was completed by Kline over the past month. We authorized Kline to purchase several types of repair clamps and fittings for various sizes for the EHTMUA to have in stock in case of an emergency force main repair.

We have recommended a payment in the amount of \$4,773.53 to Kline from the Operating Account for the repair clamps and fittings.

2. ACUA Contract Administration

The ACUA maintenance reports for the past month have been normal. There are two stations operating with a single pump. The replacement pump for the Seapines station is expected to be delivered within the next week. Pump no. 1 was removed from the Lyons Court station and sent to Willier to obtain a repair quote due to a motor issue.

We are waiting for delivery of the replacement impellers for the High School station and for the Linwood Poplar station.

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.

We have recommended a payment in the amount of \$12,743.12 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**

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

No payments are due at this time.

6. **Miami Pump Station Elimination**

The bid package will be available within the next week.

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

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

We have recommended a payment in the amount of \$16,622.80 for the work completed.

8. **Granada Avenue Manhole Replacement**

The contractor has completed the replacement of the manhole on Granda Avenue.

We have recommended a payment in the amount of \$13,200.00 for the work completed.

9. **Pleasant Heights Sanitary Sewer Extension**

The Authority received bids for the construction of the proposed sanitary sewer main this week.

A report of bids will be provided at the meeting.

10. **Tremont South Sanitary Sewer Extension**

Our office submitted an application to the Pinelands Commission to obtain funding through the Infrastructure Trust Fund. We anticipate receiving a response in early July on whether the project was selected to receive funding.

11. **Beaver & Whitewater Cleanout and Lateral Repair**

The Authority received bids for the repair and installation of cleanout castings located within the Beaver and Whitewater basins.

A report of bids will be provided at the meeting.

12. **Exemption Request**

The Authority received an exemption request from the owner of 10 North Mount Airy Avenue to connect into the lateral provided with the North Mount Airy Avenue Sanitary Extension. Our recommendation will be provided at the meeting.

Developer Projects

Extension Applications

1. Harbor Landing (Olde Masters)

The contractor has begun the dewatering necessary to install the on-site pump station. The installation of the force main along Delilah Road is anticipated to begin in a few weeks.

2. Old Turnpike Soil Remediation

South Jersey Gas is responsible for the soil remediation of a section of Old Turnpike through Franklin Boulevard in the City of Pleasantville. The work will involve their contractor removing a portion of the existing 36-inch sanitary sewer interceptor operated by the Authority, and replacing it with same sized pipe. The work is expected to take approximately 3-4 weeks. A primary and secondary bypass system will be provided to maintain flow through the area while the work is undertaken.

3. Oak Forest

The developer began construction of the sanitary sewer extension along Pennsylvania Avenue, which was part of their amended application last year.

Connection Applications

None

Change of Use Applications

None

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:

Date	May 15, 2019
Resolution #	32 – 2019
Contract #	108 [Beaver & Whitewater Cleanout Repair]
Vendor	Perna Finnigan, Inc
Amount	\$ 157,716.10
Reason	Repair & upgrade cleanouts
Time Period	2019
Budget Line Item	Capital Outlay – Rehabilitation

Henry C. Schwemm, Treasurer

Charles Pfrommer, Acting 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:

Date	May 15, 2019
Resolution #	33 – 2019
Contract #	110 [Pleasant Heights Avenue Extension]
Vendor	Seashore Associated Mechanical
Amount	\$ 269,684.26
Reason	Extension of sanitary sewer to service residents on and near Pleasant Heights Avenue
Time Period	2019
Budget Line Item	Capital Outlay – Sewer Line Extension

Henry C. Schwemm, Treasurer

Charles Pfrommer, Acting Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 34 – 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: May 15, 2019

Charles Pfrommer, Acting Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of May 15, 2019

05/15/19

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		June Payroll	-34,621.61
TEPS	State of NJ Health Benefits	Health & Rx - May 2019	-10,817.90
10626	Egg Harbor Township - Dental	Dental - May 2019	-514.95
10627	Barber Consulting Services LLC	Invoice # 1496	-125.00
10628	Dell Inc.	Invoice # 10314531087	-4,723.29
10629	Egg Harbor Township - Office Rent	May, June, July 2019	-12,500.00
10630	MGL Forms-Systems, LLC	Acct. # E069	-1,304.50
10631	Mossman's Business Machines	Invoice # 7316	-21.30
10632	Press of Atlantic City, The	Acct. # 8000571	-221.76
10633	Staples Business Advantage	Customer: PHL 1057418	-58.79
10634	US Postal Service- stamps & envel...	Account # E87177845	-3,261.95
10635	W.B. Mason Co., Inc.	Customer No. C2165338	-218.42
10636	ACE Hardware	Customer #552303	-228.15
10637	American Pipe Cleaning, LLC	Cardiff & Wet Atlantic City Cleaning	-16,622.80
10638	Atlantic County Utilities Authority	Account No. 143/144	-15,737.49
10639	Egg Harbor Township - Fuel Usage	Fuel Usage - 01/01 thru 03/29/19	-2,321.17
10640	GenServe, Inc.	Customer No. 30-EGGHAR5	-2,625.00
10641	One Call Concepts, Inc.	Account # 12-EGC	-864.34
10642	Seashore Associated Mechanical	Invoice # 3969	-13,200.00
10643	USABlueBook	Customer No. 605705	-2,137.24
10644	Weinstein Supply	Invoice # S023286494.001	-156.99
10645	AT & T	Acct. # 020 595 7994/5499	-48.56
10646	Atlantic City Electric	multiple accounts	-13,756.66
10647	New Jersey American Water Co.	multiple accounts	-423.26
10648	South Jersey Gas	multiple accounts	-38.19
10649	Verizon	Acct. #550-790-961-0001-97	-72.59
10650	Verizon Wireless	Acct. # 200702280-00001	-208.74
10651	Atlantic County Utilities Authority	Account No. 143/144	-596,644.00
10652	Atlantic County Utilities Authority	Account No. 143/144	-79,786.00
10653	Caprioni Family Septic	Account # 1448	-12,743.12
10654	Kline Construction Co. Inc.	Account No. 1417	-5,339.55
10655	Michael Angerman Landscaping, Inc.	Invoice # 31190326	-2,398.61
10656	Polistina & Associates, LLC	April 2019	-49,376.28
10657	Ridgway Legal	April 2019	-6,511.75
Total Operating Account			-889,629.96
TOTAL			-889,629.96

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 35 – 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: May 15, 2019

Charles Pfrommer, Acting Secretary

2:57 PM

05/15/19

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of May 15, 2019

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3363	Polistina and Associates	April 2019	-4,914.00
	Total Developer Account		-4,914.00
TOTAL			-4,914.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 36 – 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.

- April 2019 Adjustments

Dated: May 15, 2019

Charles Pfrommer, Acting Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

April 2019

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges				
	04/01/2019	11312-0	Paid Tax Collector	-2.49
	04/01/2019	3657-0	Paid Tax Collector	-2.49
	04/01/2019	5154-0	Paid Tax Collector	-2.48
	04/01/2019	5934-0	Paid Tax Collector	-2.49
	04/04/2019	3463-0	Federal Shutdown	-7.63
	04/11/2019	1182-0	Paid Prior to Penalty	-20.22
	04/11/2019	1305-0	Paid Prior to Penalty	-5.82
	04/23/2019	9859-0	Deed/New Owner	-2.61
	04/23/2019	6653-0	Billing Adjustment	-1.00
	04/24/2019	1011-0	Military	-2.61
User Charges				
Commercial Minimum				
	04/01/2019	3590-0	Inactive Account	-83.00
	04/01/2019	7134-0	Non Profit - Twp Owned	-83.00
	04/01/2019	7429-0	Non Profit - Twp Owned	-83.00
	04/01/2019	9179-0	Non Profit - Twp Owned	-83.00
	04/01/2019	9207-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10390-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10748-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10817-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10818-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10819-0	Non Profit - Twp Owned	-83.00
	04/01/2019	10820-0	Non Profit - Twp Owned	-83.00
	04/01/2019	11425-0	Non Profit - Twp Owned	-83.00
	04/01/2019	12793-0	Non Profit - Twp Owned	-83.00
	04/23/2019	6653-0	Demolished	-66.58

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

RESOLUTION # 37 – 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: May 15, 2019

Charles Pfrommer
Acting Secretary