

Regular Meeting - Agenda

Wednesday, June 19, 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 # 38 – 2019 [Certification of Funds]
Miami Pump Station Elimination / Alternate Project

Treasurer's Report

- ~ Resolution # 39 – 2019
Approve Bill List for Operating Account
- ~ Resolution # 40 – 2019
Approve Bill List for Developer Account

Administrative Report

- ~ May 2019 minutes
- ~ Resolution # 41 – 2019
May 2019 Adjustments
- ~ Resolution # 42 – 2019
Appoint Full Time Employee

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

June 19, 2019
Meeting Minutes

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.

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

Vincent Polistina, Engineer and John Ridgway, Solicitor were in attendance. Elaine Super, Authority Clerk was also present. Chairman Duffy and Mrs. Moschetto were 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 Mrs. Prendergast, all voted yes.

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

Bids were received for the Miami Pump Station Elimination and Alternate Project. The bids received were higher than anticipated and until a final determination from FEMA is provided regarding additional funding, no action will be taken regarding an award or denial of the proposals. The bids will be held for 60 days with the anticipation FEMA will provide a determination on the additional funding within that time period.

The FAA Pump Station project is on hold for now as it may be beneficial to combine this project with a second project in an effort to make it more cost effective.

Treasurer

~ Resolution #39 – 2019 [Operating Account Bill List]

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

~ Resolution #40 – 2019 [Developer Account Bill List]

Motion Mr. Schwemm, seconded by Mrs. Prendergast to approve the June 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 May 2019 minutes. This was seconded by Mr. DiDonato and all voted yes except Mrs Prendergast who abstained.

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

~ Resolution #41 – 2019 [Adjustments]

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

~ Resolution #42 – 2019 [Appoint Full Time Employee]

There is a need for an additional full time Inspector, it was agreed that John Ferrara who has been working part time should be hired as a full time employee. A motion was made by Mrs. Prendergast, seconded by Mr. DiDonato to appoint Mr. Ferrara as a full time Inspector effective July 1, 2019. All voted yes.

Annual Right to Know Surveys have been completed.

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

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: July 17, 2019

Engineer's Report
Egg Harbor Township MUA
June 19, 2019

Engineering Projects

1. **Emergency Maintenance Contract**

No work was completed by Kline over the past month.

2. **ACUA Contract Administration**

The ACUA maintenance reports for the past month have been normal. There is one station operating with a single pump. We are waiting for the repair quote from Willier for the Lyons Court.

We are waiting for delivery of the replacement impellers for the High School station. The impeller for the Linwood station has been installed.

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 \$13,634.40 from the Operating Account for the work completed in May.

4. **Spills**

There were no spill incidents within the last month.

5. **Trailer Park Pump Station Replacement**

Kline Construction has been provided a punchlist and we are waiting for them to complete the electrical items.

No payments are due at this time.

6. Miami Pump Station Elimination

The Authority received bids for this project earlier this week.

A report of bids will be provided at the meeting.

7. Pleasant Heights Sanitary Sewer Extension

A preconstruction meeting was held at the end of May. The contractor is expected to begin work the week of June 24th.

8. Beaver & Whitewater Cleanout and Lateral Repair

A preconstruction meeting was held at the end of May. The contractor is expected to begin work to repair the existing cleanouts and install castings within the next week.

Developer Projects

Extension Applications

1. Harbor Landing (Olde Masters)

The contractor has completed the installation of the on-site privately owned pump station. They anticipate starting construction of the off-site force main within the next 3 weeks.

2. Old Turnpike Soil Remediation

The contractor for this project began work earlier this week with the installation of the replacement sanitary sewer main. Work is expected to take approximately 3-4 weeks.

3. Oak Forest

The developer completed the construction of the sanitary sewer extension along Pennsylvania Avenue last month.

Connection Applications

None

Change of Use Applications

None

Vince Polistina
Authority Engineer

Egg Harbor Township Municipal Utilities Authority

Resolution #38 – 2019

VOIDED

June 19, 2019

Resolution not required.
No action taken on bids.

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 39 – 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: June 19, 2019

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of June 19, 2019

06/19/19

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		July Payroll	-51,121.15
TEPS	State of NJ Health Benefits	Health & Rx - June 2019	-10,817.90
10659	Egg Harbor Township - Dental	Dental Benefits - June 2019	-514.95
10660	American Water Capital Corp	Customer No. 305657	-293.16
10661	Fleishman * Daniels Law Offices	Invoice # 43107	-988.80
10662	Mossman's Business Machines	Invoice # 7439	-14.10
10663	Office Basics, Inc.	Acct. # 09272303	-27.43
10664	Press of Atlantic City, The	Acct. # 8000571	-109.20
10665	Signal Graphics	Invoice # 40369	-999.00
10666	Staples Business Advantage	Customer: PHL 1057418	-31.80
10667	W.B. Mason Co., Inc.	Customer No. C2165338	-224.46
10668	ACE Hardware	Customer #552303	-72.65
10669	CW Sales Corporation	Acct. # EGGHAR	-10,865.00
10670	Grainger	Acct. # 877163162	-433.97
10671	One Call Concepts, Inc.	Account # 12-EGC	-639.94
10672	Weinstein Supply	Invoice # S023286792.001	-63.20
10673	Willier Electric Motor Repair Co., Inc.	Invoice # 245065	-3,560.00
10674	AT & T	Acct. # 020 595 7994/5499	-50.48
10675	Atlantic City Electric	multiple accounts	-20,756.90
10676	New Jersey American Water Co.	multiple accounts	-911.00
10677	South Jersey Gas	multiple accounts	-292.61
10678	Verizon	Acct. #550-790-961-0001-97	-75.68
10679	Verizon Wireless	Acct. # 200702280-00001	-208.74
10680	Caproni Family Septic	Account # 1448	-13,634.40
10681	Michael Angerman Landscaping, Inc.	Invoice # 31190425	-2,398.61
10682	Seashore Associated Mechanical	Contract No. 110 Pay Estimate No. 1	-24,910.62
10683	Polistina & Associates, LLC	May 2019	-68,580.00
10684	Ridgway Legal	May 2019	-9,274.75
	Total Operating Account		-221,870.50
TOTAL			-221,870.50

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 40 – 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: June 19, 2019

Theresa Prendergast, Secretary

9:22 AM

06/19/19

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of June 19, 2019

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3364	Atlantic County Improvement Aut...	Partial Release of Escrow	-14,549.56
3365	Polistina and Associates	May 2019	-3,731.00
	Total Developer Account		-18,280.56
TOTAL			-18,280.56

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 41 – 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.

- May 2019 Adjustments

Dated: June 19, 2019

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Monthly Adjustment Report
May 2019

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges	05/02/2019	10942-0	Paid Prior to Penalty	-2.49

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 42 - 2019

Reason: Hire New Employee

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has determined that there is a need for an Inspector on a full time basis; and

WHEREAS, John Ferrara has shown the requisite skills necessary to fulfill the requirements to fill the position.

NOW THEREFORE be it resolved by the Egg Harbor Township Municipal Utilities Authority that John Ferrara be and he hereby is appointed, beginning July 1, 2019, to the position of full time Inspector at an annual salary of \$52,000.00. Said salary is based upon forty (40) hours per week.

BE IT FURTHER RESOLVED that John Ferrara shall receive all benefits afforded to Township employees in effect as of July 1, 2019.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held on June 19, 2019 at the Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 7:00 P.M.

Theresa Prendergast, Secretary