

Regular Meeting - Agenda

Wednesday, July 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 Memorialization

Engineer Report

~ Resolution # 43 – 2019 [Certification of Funds]
Miami Pump Station Elimination / Alternate Project

~ Resolution # 44 – 2019 [Certification of Funds]
Emergency Repair & General Maintenance Contract

Treasurer's Report

~ Resolution # 45 – 2019
Approve Bill List for Operating Account

~ Resolution # 46 – 2019
Approve Bill List for Developer Account

Administrative Report

~ June 2019 minutes

~ Resolution # 47 – 2019
June 2019 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

Adjournment

Formal action may or may not be taken.

July 17, 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	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. DiDonato 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 Mrs. Prendergast, all voted yes.

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

Mr. Polistina reported on the status of the Miami Pump Station replacement. Bids were received in June, however the bid amount greatly exceeded the funds previously approved by FEMA. A meeting with FEMA will occur on July 19th with the anticipation that the additional funds required will be approved.

Bids were accepted for the Emergency Repair & General Maintenance Contract. Mr. Polistina is still reviewing the proposal. Mr. Schwemm made a motion to award the contract, however, that motion died due to the lack of a second. Mr. Polistina will continue to review and make a recommendation at the August meeting.

Treasurer

~ Resolution #45 – 2019 [Operating Account Bill List]

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

~ Resolution #46 – 2019 [Developer Account Bill List]

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 2019 minutes. This was seconded by Mr. Pfrommer and all voted yes except Mr. Duffy and Mrs. Moschetto who abstained.

~ Resolution #47 – 2019 [Adjustments]

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

~ Resolution #48 – 2019 [Closed Session] 6:17pm

Motion made by Mr. Schwemm, seconded by Mrs. Prendergast to convene into closed session to discuss potential litigation. All voted yes.

6:35pm – Return to Open Session

No action was taken during the closed session. Minutes of that portion of the meeting will be made available once the issues discussed have been resolved.

The pump station Agreement with the FAA needs to be extended through December 31, 2019. Mr. Schwemm made a motion, seconded by Mr. Pfrommer to authorize the Chairman to sign the six (6) month extension. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. Pfrommer at 6:38 PM. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: August 21, 2019

Engineer's Report
Egg Harbor Township MUA
July 17, 2019

Engineering Projects

1. Emergency Maintenance Contract

Kline Construction completed several tasks within the last month. They adjusted and reset the castings for manholes at various locations, including 300 Commerce Road, 7048 Black Horse Pike and within the Swift School property. Kline also repaired a section of lateral for 204 Lyons Court that has been a continuing issue. They also repaired a broken sprinkler line at 14 Rushwood Avenue. Finally, Kline repaired the cleanout structures at 6819 Old Egg Harbor Road and 6 South Avenue.

We have recommended a payment in the amount of \$442.00 to Kline from the Operating Account for the repair at 14 Rushwood Avenue. The billing for the remaining work has not yet been received.

The current Maintenance and Emergency Repair Contract will expire on August 31st, 2019. Both of the one-year extensions have been utilized. The Authority will receive bids for the 2019 Maintenance and Emergency Repair Contract this week.

2. ACUA Contract Administration

The ACUA maintenance reports for the past month have been normal. There are no pumps currently out for repair. All stations are operating with normally.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They assisted with bypassing the Brenta station last month due to the clogged force main.

We have recommended a payment in the amount of \$14,798.54 from the Operating Account for the work completed in June.

4. Spills

There were no spill incidents within the last month.

5. **Miami Pump Station Elimination**

Our office has been in contact with the New Jersey Office of Emergency Management, who provide the immediate oversight for the FEMA grants. We will be meeting with their representatives on Friday of this week to further discuss the funding options for this project.

6. **Pleasant Heights Sanitary Sewer Extension**

The contractor, Seashore Associated Mechanical, began the construction of the proposed gravity main last week. We anticipate that construction work will take approximately two-three weeks for the installation of the main and laterals.

No payments are due at this time.

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

The contractor, Perna Finnigan, began installation of the new cleanout castings earlier this month. They will begin the process of locating the cleanout structures that were not previously found. We anticipate the work will be completed within the next two - three weeks.

No payment requests have been received at this time.

Developer Projects

Extension Applications

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

The contractor has begun the installation of the 4-inch force main parallel with Delilah Road, to the CountryAire pump station. Work is expected to take several weeks. They are still working on the on-site pump station.

2. **Old Turnpike Soil Remediation**

Work is continuing with the installation of the new 36-inch RCP sanitary main.

Connection Applications

1. **6735 - 6739 Washington Avenue, LLC**

This application is for the construction of a small office building and storage warehouse along Washington Avenue that will be operated as American Demolition Corporation. The facility has proposed to connect into the Washington Avenue Interceptor.

2. **Randy Portnoy**

The submitted application is for the construction of a new single-family dwelling located at 11 High School Drive. The proposed dwelling will utilize an existing lateral originally installed during the construction of the English Mill development.

3. **Schoffer Enterprises, LLC - 104 E. Parkway Drive**

The applicant submitted an application for the construction of a 27,500 square foot building that will be separated into five units to be used as office and warehouse space. The building will be connected to the public sanitary system via an on-site pump station and force main that will connect into the main in East Parkway Drive.

4. **Schoffer Enterprises, LLC - 12 Canale Drive**

The applicant submitted an application for the construction of a 30,000 square foot building that will be separated into two units to be used as office and warehouse space. The building will be connected to the public sanitary system via a six-inch lateral connection that will connect into the gravity main in East Parkway Drive.

5. **Charter Tech Annex, LLC**

The applicant has proposed to subdivide the existing parcel at 1901 New Road in the City of Linwood, creating two parcels. On each parcel a 20,000 square foot building will be constructed and they both will be utilized as professional office space. Both buildings will be provided separate lateral connections and connect to a new manhole near the intersection of New Road and Seaview Avenue.

6. **John Morrell**

The submitted application is for the construction of a new single-family dwelling located at 207 Toulon Avenue. The previous building was demolished. The proposed dwelling will be connected to the existing lateral connection.

7. **Texas Roadhouse Restaurant**

The application submitted is for the connection of a 280 seat sit down restaurant known as Texas Roadhouse, to be located within the Oak Tree Plaza shopping center. The building will connect to the main extension completed during the construction of the on-site infrastructure.

Change of Use Applications

1. Norwood Associates, LLC

The application is for the conversion and expansion of an existing 3,054 square foot building previously used as a bank. The applicant has proposed to expand the building 872 square feet and convert the building into medical offices.

2. The ARC of Atlantic County Thrift Shop

The submitted application is for the conversion of the former Island Gym within the English Creek Shopping Center into retail space. The proposed conversion will utilize 9,965 square feet of the former 14,500 square foot space.

Vince Polistina
Authority Engineer

Egg Harbor Township Municipal Utilities Authority

Resolution #43 – 2019

VOIDED

July 17, 2019

Resolution not required.
No action taken on bids.

Egg Harbor Township Municipal Utilities Authority

Resolution #44 – 2019

VOIDED

July 17, 2019

Resolution not required.
No action taken on bids.

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 45 – 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: July 17, 2019

Theresa Prendergast, Secretary

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

Num	Name	Memo	Amount
Operating Account			
		August Payroll	-39,106.22
TEPS	State of NJ Health Benefits	Health & Rx - July 2019	-10,817.90
10686	Egg Harbor Township - Dental	Dental Benefits - July 2019	-514.95
10687	American Water Capital Corp	Customer No. 305657	-297.24
10688	Barber Consulting Services LLC	Invoice # 1541	-1,050.00
10689	BCR, Inc.	Invoice # 24683	-339.00
10690	Egg Harbor Township	Municipal Appropriation	-260,000.00
10691	Mossman's Business Machines	Invoice # 7623, 7687, 7705	-340.18
10692	State of New Jersey - Dept of Labor	0-221-864-631/000-00	-62.86
10693	US Postal Service- stamps & envel...	Account # E87177845	-9,274.45
10694	W.B. Mason Co., Inc.	Customer No. C2165338	-135.98
10695	ACE Hardware	Customer #552303	-79.76
10696	Advance Auto Parts	Acct. # 1870851868	-1,834.38
10697	Chapman Ford Sales, Inc.	Invoice # 534575 & 534687	-100.35
10698	Grainger	Acct. # 877163162	-186.88
10699	Hell Fighters	Invoice 07-09-19	-1,525.00
10700	Mission Communications, LLC	Invoice # 128712	-16,078.35
10701	One Call Concepts, Inc.	Account # 12-EGC	-705.92
10702	Xylem Dewatering Solutions, Inc.	Invoice # 400919304	-1,158.78
10703	AT & T	Acct. # 020 595 7994/5499	-48.01
10704	Atlantic City Electric	multiple accounts	-13,697.86
10705	New Jersey American Water Co.	multiple accounts	-467.28
10706	South Jersey Gas	multiple accounts	-69.01
10707	Verizon	Acct. #550-790-961-0001-97	-76.66
10708	Verizon Wireless	Acct. # 200702280-00001	-224.47
10709	Caprioni Family Septic	Account # 1448	-14,798.54
10710	Kline Construction Co. Inc.	Account No. 1417	-442.00
10711	Michael Angerman Landscaping, Inc.	Invoice # 31190528 & 31290627	-3,521.73
10712	Polistina & Associates, LLC	June 2019	-56,457.00
10713	Ridgway Legal	June 2019	-7,476.50
Total Operating Account			-440,887.26
TOTAL			-440,887.26

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 46 – 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: July 17, 2019

Theresa Prendergast, Secretary

10:44 AM

07/17/19

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of July 17, 2019

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3366	Polistina and Associates	June 2019	-10,561.00
	Total Developer Account		-10,561.00
TOTAL			-10,561.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 47 – 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.

- June 2019 Adjustments

Dated: July 17, 2019

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

June 2019

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges				
	06/07/2019	2428-0	Good History	-2.69
	06/07/2019	12191-0	Good History	-2.69
	06/07/2019	2462-0	Wrong Address	-14.82
	06/11/2019	11163-0	Good History	-2.69
	06/21/2019	6383-0	Military	-14.94

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

RESOLUTION # 48 – 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: July 17, 2019

Theresa Prendergast
Secretary