

Regular Meeting - Agenda
Wednesday, August 21, 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

- ~ Preliminary Extension Application
Block 6901, Lot 32 [Baybreeze Village – 1790 Mays Landing Road]
- ~ Preliminary & Final Extension Applications
Block 101, Lot 1 [Wawa – 6402 Delilah Road]
- ~ Request for Extension of Recapture Agreement
Somerset Lakes, LLC

Engineer Report

- ~ Resolution # 49 – 2019 [Certification of Funds]
Miami Pump Station Elimination / Alternate Project
- ~ Resolution # 50 – 2019 [Certification of Funds]
Emergency Repair & General Maintenance Contract

Treasurer's Report

- ~ Resolution # 51 – 2019
Transfer of Funds
- ~ Resolution # 52 – 2019
Approve Bill List for Operating Account
- ~ Resolution # 53 – 2019
Approve Bill List for Developer Account

Administrative Report

- ~ July 2019 minutes
- ~ Resolution # 54 – 2019
July 2019 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

- ~ Resolution # 55 – 2019

Adjournment

Formal action may or may not be taken.

August 21, 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	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 Mrs. Prendergast, all voted yes.

Applications / Project Status

Block 6901, Lot 32 [Baybreeze Village – 1790 Mays Landing Road]

Preliminary Extension Application

Representatives Present: Bill Swiderski & members of the community
Mr. Polistina provided a recap of the proposed project, The 56 mobile home community will not expand and there is no possibility of additional units being added. The applicant proposes an on-site pump station with a force main from the site on Somers Point Mays Landing Road to the Bevis Mill pump station on Bevis Mill Road. Mr. Swiderski indicated that Somerset Cove is interested, but there have been no additional discussions. Mr. Schwemm made the motion to grant preliminary approval subject to two conditions. The applicant is to contact Somerset Cove to determine their interest in this project. Additionally, the ownership of the force main needs to be finalized to determine if a repair and maintenance agreement is required. Mr. Pfrommer seconded the motion and all present voted yes.

Block 101, Lot 1 [Wawa – 6402 Delilah Road]

Preliminary & Final Application – Pending

In 2015, the proposed sewer line had been permitted, however, Wawa opted not to proceed with the construction of the line and all approvals have since expired. Wawa is now experiencing issues with the septic system and has submitted both the Preliminary & Final Sewer Extension Applications to the Authority which are still in the process of being reviewed. The plans submitted with the applications do include flow from Steeplechase Village, however, the on-site design will be completed at a later date. It was agreed that in

the best interest of Wawa, due to the failing septic system, the Authority opted to proceed with applying for county and state approvals while the applications continued to be reviewed. Mr. Schwemm made the motion, seconded by Mr. Pfrommer to authorize the Chairman to sign the appropriate applications. All voted yes.

Somerset Lakes, LLC – Request for Extension of Recapture Agreements

~ **West Jersey Avenue Gravity Main**

~ **Mountain Lane Pump Station**

~ **Crystal Lakes Pump Station.**

Keith Davis was present on behalf of the original developer and formally requested the extension of the three agreements as he contends there is still a substantial amount of funds that can still be collected.

Mr. Duffy recused himself and left the meeting at 6:20pm.

After a lengthy discussion on the pros and cons of this unprecedented extension, Mr. DiDonato made a motion to grant a final, five (5) year extension. It was stated that there is no right to extend the agreement beyond these additional five years. Mrs. Prendergast seconded the motion and all present voted yes except Mr. Schwemm who voted against the extension.

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 exceeded the engineer’s estimate by 87% in addition to exceeding the funds approved by FEMA. FEMA is in the process of reviewing the plans and previous approvals with the anticipation the additional funds needed to complete this project will be secured. However, formal action must be taken on the bids received. Mr. DiDonato made a motion, seconded by Mr. Schwemm to reject the bids based on the lack of availability of funds. All voted yes.

~ **Resolution #50 – 2019 [Certification of Funds]**

Bids were accepted for the Emergency Repair & General Maintenance Contract in July. Mr. Polistina has reviewed the bids and the lowest bid was from Arthur R Henry, Inc. in the amount of \$281,460.91. Mr. Schwemm made a motion to award the contract to Arthur R Henry, Inc. This was seconded by Mrs. Prendergast and all voted yes.

Mr. Polistina reported that the Pleasant Heights extension has been completed. The Authority is expected a partial reimbursement from the Atlantic County Improvement Authority for the work completed.

Treasurer

~ **Resolution #51 – 2019 [Transfer of Funds]**

Mr. Schwemm made a motion, seconded by Mrs. Prendergast to transfer \$350,000 from the Bond Redemption and Improvement Fund to the Operating Account. All voted yes.

~ **Resolution #52 – 2019 [Operating Account Bill List]**

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

~ **Resolution #53 – 2019 [Developer Account Bill List]**

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

Mrs. Prendergast motioned to approve the July 2019 closed session minutes. This was seconded by Mrs. Moschetto and all voted yes.

The 2018 Audit has been completed and will be distributed prior to the September meeting.

~ **Resolution #54 – 2019 [Adjustments]**

Motion made by Mr. Schwemm, seconded by Mrs. Prendergast to approve the July 2019 account adjustments. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Moschetto at 6:56 PM. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: September 18, 2019

Engineer's Report
Egg Harbor Township MUA
August 21, 2019

Engineering Projects

1. Emergency Maintenance Contract

The current Maintenance contract with Kline Construction will be ending at the end of this month. They completed several miscellaneous repairs for the Authority last month. They have submitted the billing for the outstanding items which we have reviewed and approved for this month.

We have recommended a payment in the amount of \$6,492.53 to Kline from the Operating Account for the outstanding items.

The Authority received bids for the 2019 Maintenance and Emergency Repair Contract last month, with Arthur Henry being the lowest responsive bidder.

2. ACUA Contract Administration

The ACUA maintenance reports for the past month have been normal. There are currently two stations operating with a single pump. One pump was removed from the English Mill station and sent to Willier to obtain a repair quote due to an electrical short.

One of the VFD's at the Country Aire station stopped functioning leaving only one pump in operation. We are coordinating with the ACUA to purchase a replacement.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They removed and replaced the carbon media in the odor units at the Woodrow and Bevis Mill stations.

We have recommended a payment in the amount of \$14,305.20 from the Operating Account for the work completed in July.

4. Spills

There were no spill incidents within the last month.

5. Miami Pump Station Elimination

We met with representatives from the New Jersey Office of Emergency Management (NJOEM) last month to review the bid pricing received. Since the original funding allocation was based on the cost to replace the existing Miami station to a pre-existing condition they have requested that we provide an updated cost estimate. The potential for the Authority to receive additional funding will be based on the revised construction costs to reflect the increases in labor and material costs.

We will be providing them the updated pricing later this month. Once received the NJOEM will forward all documents to FEMA for review and approval.

6. Pleasant Heights Sanitary Sewer Extension

The contractor, Seashore Associated Mechanical, completed the construction of the proposed sanitary main and all laterals last month. They are finalizing the testing and video inspection of the new mains. We anticipate the residents receiving service will be permitted to connect later this month.

We have recommended a payment in the amount of \$149,308.25 for the work completed.

7. Beaver & Whitewater Cleanout and Lateral Repair

The contractor, Perna Finnigan, completed the bulk of the work with the installation of the new cleanout castings, re-setting castings and locating others. There are several cleanouts that still need to be located. We anticipate the work will be completed within the next two-three weeks.

We have recommended a payment in the amount of \$86,314.75 for the work completed.

8. Searstown Pump Station Relocation

Our office met with representatives for the Harbor Shopping Center to discuss the potential locations to relocate the Searstown station. A section of the parking area behind the Wells Fargo Bank appears to be the most suitable location. We have begun the engineering for the preliminary station design.

9. Trailer Park Pump Station

We put Kline Construction on notice earlier this month that the remaining punchlist items need to be completed or we will recommend the Authority have the work completed by another contractor with the funds remaining. They provided verbal agreement that they will complete the work as outlined.

No payments are due at this time.

10. **Tremont South Sanitary Sewer Extension**

Our office received confirmation from the Pinelands Commission that this proposed project was ranked 7 out of 10 submitted projects. Due to the low residential density and optional PDC use the project was not ranked higher. The Pinelands Commission will be funding the top 5 proposed projects.

11. **Linwood - New Road Video Inspection**

The Authority received informal quotes for the cleaning and video inspection of the sanitary mains located along the center of New Road in the City of Linwood, from Oak Avenue to Marvin Avenue.

A report of bids will be provided at the meeting.

12. **FAA Pump Station**

Our office is finalizing the revised design plans and specifications per electrical and mechanical comments received from the Tech Center staff. We anticipate submitting the revised documents for their review in September.

Developer Projects

Extension Applications

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

The contractor completed the connection to the existing Authority manhole at the Country Aire station, installed the gravity main extension across Delilah Road and constructed the new manhole. They anticipate completing the force main installation and connection to the new manhole this week.

They are still working on the on-site pump station.

2. **Old Turnpike Soil Remediation**

The construction of the new 36-inch RCP sanitary main has been completed. The contractor is finalizing the construction of the manholes and all connections. The flow has been bypassed for the past week to complete the necessary connections.

Connection Applications

1. **SJ Hauck Properties**

The submitted application is for the construction of a new single-family dwelling located at 5113 Spruce Avenue. The proposed dwelling will utilize an existing lateral previously installed.

Change of Use Applications

1. BrySCO Enterprises, LLC

The application details the construction of several additions to the existing car dealership, some of which have been constructed but the sanitary improvements do not match those originally proposed. A grinder pump was utilized to convey a portion of the wastewater from the site, though it was included in the original approval while a gravity connection appears to be feasible. The applicant has been directed to appear before the Commissioners to request a deviation from the standard EHTMUA policy.

2. Spencer Gifts

The submitted application is for the building expansion of the existing Spencer Gifts offices on the Black Horse Pike. The proposed expansion will provide for an additional 9,022 square feet of office space in a two-story building.

3. 6206 Black Horse Pike, LLC

The application is for the conversion of a 1,168 square foot unit within the existing building built under Phase I. The unit will be converted from retail space into a nail salon.

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	August 21, 2019
Resolution #	50 – 2019
Contract #	111
Vendor	Arthur R Henry, Inc
Amount	\$ 281,460.91
Reason	Emergency Repairs & Miscellaneous Maintenance Contract
Time Period	August 1, 2019 – July 31, 2020
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 51-2019

WHEREAS, The Egg Harbor Township Municipal Utilities Authority is desirous of transferring funds from its Bond Redemption and Improvement General Fund to its Operating Account, to be utilized for Operating Expenses

NOW THEREFORE, BE IT RESOLVED by the Authority that the sum of three hundred fifty thousand dollars (\$350,000.00) be transferred from the Bond Redemption and Improvement General Fund (#81-1779-70-1) of TD Bank, to the Egg Harbor Township MUA Operating Account (#571000579) of OceanFirst Bank (ABA 231270353) by August 22, 2019.

Certification

We certify that the transfer requested above will be utilized for Operating Expenses in accordance with the 2016 Bond Resolutions.

Vincent Polistina, Engineer

Henry C. Schwemm, Treasurer

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 21st day of August 2019 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 52 – 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: August 21, 2019

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of August 21, 2019

08/21/19

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		September Payroll	-40,375.75
TEPS	State of NJ Health Benefits	Health & Rx - August 2019	-10,817.90
10714	Christopher & Mitzi Brady	Refund Overpayment Account # 8226-0	-161.02
10715	Egg Harbor Township - Dental	Dental - August 2019	-601.12
10716	American Water Capital Corp	Customer No. 305657	-295.71
10717	Egg Harbor Township - Office Rent	Office Rent: Aug - Oct 2019	-12,500.00
10718	Mossman's Business Machines	Invoice # 7881	-17.97
10719	Office Basics, Inc.	Acct. # 09272303	-82.73
10720	Press of Atlantic City, The	Acct. # 8000571	-104.16
10721	Signal Graphics	Invoice # 40801	-399.00
10722	Staples Business Advantage	Customer: PHL 1057418	-239.33
10723	W.B. Mason Co., Inc.	Customer No. C2165338	-17.50
10724	ACE Hardware	Customer #552303	-94.90
10725	Advance Auto Parts	Acct. # 1870851868	-19.98
10726	Atlantic County Utilities Authority	Account No. 143/144	-596,644.00
10727	Chapman Ford Sales, Inc.	Invoice # 535748	-582.28
10728	Egg Harbor Township Police Depar...	Invoice # 1405	-810.00
10729	Environmental Systems Research ...	Invoice # 93664108	-881.00
10730	Evoqua Water Technologies,LLC	Customer No. 1129250	-2,958.87
10731	Grainger	Acct. # 877163162	-143.52
10732	Joe & Jack's Auto Repair	2011 Truck - service	-54.95
10733	One Call Concepts, Inc.	Account # 12-EGC	-823.58
10734	Pleasantville - Line Rental	2018 Calendar Year Line Rental	-52,958.21
10735	AT & T	Acct. # 020 595 7994/5499	-50.92
10736	Atlantic City Electric	multiple accounts	-22,929.36
10737	New Jersey American Water Co.	multiple accounts	-727.14
10738	South Jersey Gas	multiple accounts	-265.74
10739	Verizon	Acct. #550-790-961-0001-97	-77.99
10740	Verizon Wireless	Acct. # 200702280-00001	-341.06
10741	Atlantic County Utilities Authority	Account No. 143/144	-81,752.94
10742	Caproni Family Septic	Account # 1448	-14,305.20
10743	Kline Construction Co. Inc.	Account No. 1417	-6,492.53
10744	Michael Angerman Landscaping, Inc.	Invoice # 31190627	-2,398.61
10745	Perna Finnigan, Inc.	Contract 108 Beaver & Whitewater Repairs Pay...	-86,314.75
10746	Seashore Associated Mechanical	Contract 110 Pleasant Heights Pay Estimate No...	-149,308.25
10747	Atlantic County Utilities Authority	Account No. 143/144	-15,417.49
10748	Polistina & Associates, LLC	July 2019	-42,540.90
10749	Ridgway Legal	July 2019	-7,426.50
Total Operating Account			-1,151,932.86
TOTAL			-1,151,932.86

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 53 – 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: August 21, 2019

Theresa Prendergast, Secretary

12:19 PM

08/21/19

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of August 21, 2019

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3367	Polistina and Associates	July 2019	-30,173.25
	Total Developer Account		-30,173.25
TOTAL			-30,173.25

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 54 – 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.

- July 2019 Adjustments

Dated: August 21, 2019

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

July 2019

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges				
	07/02/2019	7996-0	Wrong Address	-2.69
	07/12/2019	7431-0	Paid Prior to Penalty	-2.49
	07/12/2019	3701-0	Deed/New Owner	-4.98
	07/15/2019	6267-0	Bill Not Received	-2.49
	07/15/2019	7121-0	Death in Family	-2.49
	07/15/2019	7121-0	Death in Family	-0.04
	07/16/2019	9274-0	Good History	-2.49
	07/16/2019	8972-0	Good History	-2.49
	07/17/2019	9714-0	Good History	-2.49
	07/18/2019	2735-0	Delayed Deed	-14.61
	07/22/2019	2590-0	Delayed Deed	-2.49
	07/22/2019	10209-0	New Account	-2.49
	07/26/2019	5330-0	Good History	-2.49
	07/26/2019	7174-0	Bill Not Received	-2.49
	07/31/2019	4260-0	Delayed Deed	-2.49
	07/31/2019	9892-0	Good History	-2.49
Miscellaneous				
Return Check Fee				
	07/11/2019	896-0	Deceased	-20.00
User Charges				
Commercial Minimum				
	07/01/2019	7134-0	Non Profit - Twp Owned	-83.00
	07/01/2019	7429-0	Non Profit - Twp Owned	-83.00
	07/01/2019	9179-0	Non Profit - Twp Owned	-83.00
	07/01/2019	9207-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10390-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10748-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10817-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10818-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10819-0	Non Profit - Twp Owned	-83.00
	07/01/2019	10820-0	Non Profit - Twp Owned	-83.00
	07/01/2019	11425-0	Non Profit - Twp Owned	-83.00
	07/01/2019	12793-0	Non Profit - Twp Owned	-83.00
Residential				
	07/01/2019	9434-0	Changed to COM	-166.00
	07/01/2019	9435-0	Changed to COM	-166.00
	07/01/2019	10391-0	TWP owned - vacant	-166.00