

Regular Meeting - Agenda

Tuesday, January 21, 2020

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

Engineer Report

~ Resolution # 01 – 2020 [Certification of Funds]
Cleanout / Lateral Repair

~ Resolution # 02 – 2020 [Certification of Funds – Change Order]
Contract #108 (Beaver & Whitewater repairs)

5:45 PM Connection Fee Rate Hearing

~ Resolution # 03 – 2020

Treasurer's Report

~ Resolution # 04 – 2020
Bill List – Operating Account

~ Resolution # 05 – 2020
Bill List – Developer Account

Administrative Report

~ December 2019 minutes

~ Resolution # 06 – 2020
December 2019 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

~ Resolution # 07 – 2020

Adjournment

Formal action may or may not be taken.

Egg Harbor Township Municipal Utilities Authority
3515 Bargaintown Road
Egg Harbor Township, NJ 08234

January 21, 2020
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 Mr. Pfrommer, all voted yes.

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

~ **Resolution #01 – 2020 [Certification of Funds] Contract #116**

Cleanout / Lateral Repair (various locations)

Mr. Schwemm made a motion, seconded by Mr. Pfrommer, to authorize the award of the contract to Perna Finnigan, Inc in the amount of \$107,478.17. All voted yes.

~ **Resolution #02 – 2020 [Certification of Funds – Change Order] Contract #108**

Mr. Pfrommer made a motion, seconded by Mr. Schwemm, to approve a change order in the amount of -\$18,653.46 for work not required. All voted yes.

5:45 PM ~ Resolution #03 – 2020 [Connection Fee Rate Hearing]

Mr. Polistina explained the variables used in calculating the Connection Fee, which were in accordance with statutory guidelines. Motion made by Mr. Schwemm, seconded by Mr. Pfrommer to adopt the 2020 Connection Fee in the amount of \$1,982.00 / EDU. This rate will be effective on February 1, 2020. All voted yes.

Treasurer

~ **Resolution #04 – 2020 [Operating Account Bill List]**

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

~ **Resolution #05 – 2020 [Developer Account Bill List]**

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

Mr. Schwemm provided a brief report on year end finances. No issues or concerns were reported and the year closed as expected.

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

Administrative

Mr. Schwemm motioned to approve the December 2019 minutes. This was seconded by Mrs. Prendergast and all voted yes. The Closed Session minutes from December 2019 were approved with a motion from Mrs. Prendergast and a second from Mr. Pfrommer. All voted yes except Mr. Duffy who abstained.

~ Resolution #06 – 2020 [Adjustments]

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

Closed Session

~ Resolution #07 – 2020 [5:55 PM]

Mrs. Prendergast made a motion, seconded by Mr. Pfrommer, to enter into closed session to discuss the Somerset Lakes Recapture issue, a lawsuit filed by VDA Investments and the on-going claim arising from damages at 129 Wedgewood Drive. All voted yes. The minutes of the closed session will be made public once all issues discussed are resolved.

5:57 PM – Return to Public Session

No formal action was taken during the closed session.

No action was taken as a result of the closed session discussion.

Mr. Pfrommer questioned the status of the Baybreeze Village project. The property owner has been attempting to find funding for the extension of and connection to the sanitary sewer system. The Authority has discussed the inclusion of this project on the Priority List. However, it would be helpful to know the intentions of Somerset Cove. At the time the Baybreeze Village application was heard, it was requested of the applicant to contact Somerset Cove and investigate their interest or need to connect to the sewer as well. Mr. Polistina will contact their engineer, Bill Swiderski, regarding the status of this request. Mr. Polistina also advised that the permitting for this project will take approximately one year from the time it is initiated.

Mr. Schwemm requested that all contracts being signed by the Authority Chairman be first approved by the Authority Solicitor. The specific process to be worked out between the professionals and Authority members prior to the authorization of signature.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:11 PM. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: February 18, 2020

Engineer's Report
Egg Harbor Township MUA
January 21, 2020

Engineering Projects

1. Emergency Maintenance Contract

Arthur Henry completed several repairs over the past month. They repaired a broken cleanout at 6784 Washington Avenue and helped locate the cleanout at 2619 Tilton Road. Arthur Henry also addressed two lateral trenches at 34 and 36 Robert Best Road that had settled.

During the last month Arthur Henry replaced a small section of the Anchorage Poynte force main in conjunction with the City of Somers Point installing a new bulkhead along Launch Avenue. The old bulkhead had rotted away, leaving the force main exposed and susceptible to damage. New insulation was installed on the new segments.

We have recommended a payment in the amount of \$12,639.00 to Arthur Henry from the Operating Account for the work completed last month.

2. ACUA Contract Administration

The ACUA maintenance reports have been normal over the past month. They did note the check valves at the Anchorage Poynte station appear to be worn and loose. The ACUA will perform an inspection and provide a recommendation on whether the parts can be replaced or if new check valves are needed.

Only one station is currently operating with a single pump. Pump no. 1 was removed from the Whitewater station and sent for repair due to a motor issue.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They also provided cleanup services for an overflow at the Delancy station at the end of December. Caprioni completed preventative maintenance line jetting at various locations selected by the Authority Operator. Caprioni also assisted with two minor overflows in the City of Linwood.

We have recommend a payment in the amount of \$12,098.57 from the Operating Account for the work completed in December.

4. Spills

The Authority experienced a sewer spill at the Delancy station at the end of December resulting in less than 200 gallons being released. The overflow resulted from an unusual amount of debris and grease accumulating in the wet well, and preventing the transducer and floats from operating correctly and sending alarms. The Authority Emergency Contractor, Caprioni, was dispatched to removed all residual water on the roadway surface and spread a lime application.

After the incident the well was thoroughly cleaned, and Authority staff have been monitoring the build-up of any debris.

There were also two minor spill incidents in the City of Linwood the past month. The first occurred at the manhole located in the intersection of Central and Oak Avenues. The overflow was caused from the accumulation of debris in the 8-inch gravity main. It was estimated that less than 100 gallons accumulated along the curb line. The Authority Emergency Contractor, Caprioni, responded clearing the blockage and removing all surface water along the curb line. They also applied lime on the affected areas.

The second spill occurred at a manhole located in front of 3 Seagarden Drive. The overflow was caused from the accumulation of debris in the 8-inch gravity main. It was estimated that less than 100 gallons accumulated on the roadway surface. The blockage was cleared by Caprioni, who then applied lime on the affected areas.

5. Miami Pump Station Elimination

We are continuing to finalize the design plans for the two potential replacement options for the existing pump station facility. It is anticipated the full design options will be completed in the next few weeks.

6. Beaver & Whitewater Cleanout and Lateral Repair

The contractor, Perna Finnigan, has completed the trench repair paving work along Fernwood Avenue and Hospitality Drive along with all of the cleanout casting installations. We have processed a Change Order reducing the Contract value by \$18,653.46 to reflect the as-built quantities. The maintenance bond has been requested.

We have recommended the final payment in the amount of \$52,747.89 for the work completed.

7. 2020 Video Inspection & Main Cleaning

We held a preconstruction meeting with the contractor earlier this month. They began work within the last week.

American Pipeline Cleaning indicated the work would take approximately three-four weeks to complete.

No payments are due at this time.

8. **Country Aire Pump Station Upgrades**

We are expecting delivery of the replacement control panel in early February. We will be ordering the replacement pumps later this month with an expected delivery date of mid-February. Once all the components are received we will arrange the installation of the upgrade components.

9. **2020 Lateral and Cleanout Repair**

The Authority received bids for the 2020 Lateral and Cleanout Repair project on Wednesday, January 15th. A report of bids will be provided at the meeting.

10. **Hingston & Delancy Generator Replacements**

Our office has been working to provide SJ Gas with the easement documents required to finalize the gas service application for the three generator locations, but we are having difficulty with the documentation for the Hingston station. SJ Gas has also rejected the submitted documentation for the Country Aire station. The Authority Solicitor is providing assistance to resolve the outstanding issues with SJ Gas.

11. **FAA Pump Station**

We will be forwarding the revisions addressing the latest electrical and civil comments to the FAA Technical Staff later this month.

We are also preparing the submission to the NJDEP Environmental Infrastructure Trust, along with the upgrades to the Bevis Mill station and the relocation plans for the Searstown station to fund all three projects.

12. **Searstown Pump Station Relocation**

Our office is preparing the plans for the relocation of the station from the current location along Tilton Road to an area between the original entrance to Towne 16 Theaters and the Wells Fargo bank building. Funding for the project will be obtained through the NJDEP EIT.

13. **Bevis Mill Pump Station Upgrades**

We have been preparing the design plans and specifications for the upgrades to the Bevis Mill pump station. The project includes replacing the existing generator and odor control unit, rehabilitation of the wet well and other mechanical and electrical upgrades. Funding for the project will be obtained through the NJDEP EIT.

Developer Projects

Extension Applications

None.

Connection Applications

1. Charles Whitlock

The applicant is proposing to construct a lateral for the connection of a proposed single family dwelling on Block 9404, Lot 25. The lateral will be installed to a main within Point Drive.

Change of Use Applications

1. Chick-Fil-A

The submitted application is for the expansion of the existing Chick-Fil-A located along the Black Horse Pike near the Lowe's Home Center. The building expansion will add 456 square feet, and reconfigure the drive thru area. The existing 2,000 gallon grease interceptor will also be replaced with a 2,500 gallon unit, requiring modification to the lateral connection.

2. Fireton Development - Genuardi's Plaza

The applicant has proposed to change the use of some of the units located within the strip center, by reconfiguring several of the units. Great Clips Hair Salon will be relocated from Unit 2 to Unit 3, while Twin Boro Physical Therapy will be expanded from Unit 1 into Unit 2.

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	January 21, 2020
Resolution #	01 – 2020
Contract #	116 [2020 Cleanout / Lateral Repair]
Vendor	Perna Finnigan, Inc
Amount	\$ 107,478.17
Reason	Cleanout & lateral repair work
Time Period	2020
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

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:

Date	January 21, 2020
Resolution #	02 - 2020
Vendor	Perna Finnigan
Contract	#108 Beaver & Whitewater cleanout repairs
Amount	Change Order #1 [- \$18,653.46]
Reason	Work/items not required
Time Period	2019
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 03 – 2020

Purpose: Annual Connection Fee

WHEREAS, the Egg Harbor Township Municipal Utilities Authority is a corporate body duly created and existing under the County and Municipal Utilities Authority Law, Chapter 183 of the Laws of New Jersey of 1957 as amended for purposes of providing and developing sewerage facilities as more particularly set forth in the Act; and

WHEREAS, pursuant to NJSA 40:14B-22 and the statutory formula set forth therein the Authority has reviewed its Connection Fee for 2020.

NOW THEREFORE be it resolved by the Egg Harbor Township Municipal Utilities Authority has determined as follows:

1. The recitals set forth above are incorporated herein as though set forth full in this Resolution
2. The Authority has determined the Connection Fee shall be set at \$1,982.00 per Equivalent Dwelling Unit (EDU) and shall be effective as of February 1, 2020 and shall remain in effect until January 31, 2021.

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 January 21, 2020 at the Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 P.M.

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 04 – 2020

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: January 21, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of January 21, 2020

01/21/20

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		February Payroll	-45,598.87
TEPS	State of NJ Health Benefits	Health & Rx - January 2020	-13,008.36
10858	Egg Harbor Township - Dental	Dental Benefits - January 2020	-601.12
10859	American Water Capital Corp	Customer No. 305657	-302.00
10860	Barber Consulting Services LLC	Invoice #1679	-2,500.00
10861	Mossman's Business Machines	Invoice # 8613	-84.36
10862	Press of Atlantic City, The	Acct. # 8000571	-111.72
10863	Schwaab, Inc.	Invoice # 4504961 & 4543381	-74.00
10864	Staples Business Advantage	Customer: PHL 1057418	-389.55
10865	US Postal Service- stamps & envel...	Account # E87177845	-10,897.20
10866	ACE Hardware	Customer #552303	-135.57
10867	CW Sales Corporation	Acct. # EGGHAR	-10,865.00
10868	Egg Harbor Township - Fuel Usage	April - December 2019	-6,243.04
10869	Egg Harbor Township Police Depar...	Invoice # 1506	-540.00
10870	GenServe, Inc.	Invoice # 0188572-IN	-912.54
10871	Grainger	Acct. # 877163162	-181.31
10872	Joe & Jack's Auto Repair	2011 F-250 service	-83.24
10873	Mobile Dredging & Video Pipe, Inc.	Invoice # 39361	-950.00
10874	One Call Concepts, Inc.	Account # 12-EGC	-413.30
10875	AT & T	Acct. # 020 595 7994/5499	-51.40
10876	Atlantic City Electric	multiple accounts	-11,734.93
10877	New Jersey American Water Co.	multiple accounts	-724.11
10878	South Jersey Gas	multiple accounts	-152.45
10879	Verizon	Acct. #550-790-961-0001-97	-72.34
10880	Verizon Wireless	Acct. # 200702280-00001	-242.41
10881	Arthur R. Henry, Inc.	Customer 0504	-12,639.00
10882	Caproni Family Septic	Account # 1448	-12,144.90
10883	Perna Finnigan, Inc.	Contract No. 108 Pay Estimate No. 2 - Final	-52,747.89
10884	Polistina & Associates, LLC	December 2019	-38,689.25
10885	Ridgway Legal	December 2019	-12,662.00
Total Operating Account			-235,751.86
TOTAL			-235,751.86

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 05 – 2020

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: January 21, 2020

Theresa Prendergast, Secretary

12:09 PM

01/21/20

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of January 21, 2020

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3376	Polistina and Associates	December 2019	-3,670.00
	Total Developer Account		-3,670.00
TOTAL			-3,670.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 06 – 2020

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.

- December 2019 Adjustments

Dated: January 21, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

December 2019

<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges			
12/06/2019	12747-0	Delayed Deed	-44.10
12/20/2019	3511-0	Wrong Address	-14.94
Miscellaneous			
12/20/2019	3511-0	Tax Sale Adjustment	-40.00

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

RESOLUTION # 07 – 2020

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:

VDA Investments

Wedgewood Drive

Somerset Development

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: January 21, 2020

Theresa Prendergast
Secretary