

Regular Meeting ~ Agenda

Tuesday, March 17, 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 #19 – 2020 [Certification of Funds]
Contract #117 – Pump Station Landscape

~ Resolution #20 – 2020 [Certification of Funds]
Contract #113 – Change Orders #1 & #2

Treasurer's Report

~ Resolution # 21 – 2020
Bill List – Operating Account

~ Resolution # 22 – 2020
Bill List – Developer Account

Administrative Report

~ January 2020 minutes – closed session
~ February 2020 minutes

~ Resolution # 23 – 2020
February 2020 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

~ Resolution # 24 – 2020

Adjournment

Formal action may or may not be taken.

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

March 17, 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	absent
	Anthony DiDonato, Alternate Commissioner	present

Vincent Polistina, Engineer and John Ridgway, Solicitor were in attendance. Elaine Super, Authority Clerk was also present. Mrs. Moschetto 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 #19 – 2020 [Certification of Funds]

Bids were received for the annual pump station landscape contract. Guzzo Landscaping submitted the lowest bid at \$22,000.00. Mr. Schwemm made the motion, seconded by Mr. Pfrommer to award the contract. All voted yes.

~ Resolution 22 – 2020 [Certification of Funds]

The work associated with the 2020 Video Inspection contract has been completed. There was addition videos and cleaning that was needed, resulting in the additional expense of \$7,900.00. The final quantities decreased the contract by \$208.12. Mr. Schwemm made the motion, seconded by Mr. Pfrommer to approve the change orders. All voted yes.

Treasurer

~ Resolution #21 – 2020 [Operating Account Bill List]

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

~ Resolution #22 – 2020 [Developer Account Bill List]

Motion Mr. Schwemm, seconded by Mr. Pfrommer to approve the March 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 January 2020 closed session minutes. This was seconded by Mr. Pfrommer and all voted yes.

Mr. Schwemm motioned to approve the February 2020 minutes. This was seconded by Mr. Pfrommer and all voted yes.

~ Resolution #23 – 2020 [Adjustments]

Motion made by Mr. Pfrommer, seconded by Mr. Schwemm to approve the February 2020 account adjustments. All voted yes.

Mr. Ridgway provided a brief update on the lawsuits filed in connection with the Wedgewood Avenue situation.

The New Jersey Transportation Authority is preparing to widen the Garden State Parkway where it crosses Ocean Heights Avenue. The force main from the Beaver pump station needs to be relocated. This will be accomplished by the NJTA and they will utilize Perna Construction to complete the work. Mr. Pfrommer made a motion, seconded by Mrs. Prendergast to authorize the Chairman to sign the agreement with the NJTA. This agreement delineates the responsibilities between the SJTA and the MUA as well as set up an inspection escrow for the Authority Engineer. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 5:45 PM. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: April 21, 2020

Engineer's Report
Egg Harbor Township MUA
March 17, 2020

Engineering Projects

1. Emergency Maintenance Contract

Arthur Henry provided assistance to excavate and replace the cast iron cleanout due to a home blockage at 29 Pineview Avenue last month.

Arthur Henry also submitted the billing for the replacement of a section of the Anchorage Poynte force main in conjunction with the City of Somers Point new bulkhead installation.

We have recommended a payment in the amount \$20,718.18 to Arthur Henry from the Operating Account for the work completed last month.

2. ACUA Contract Administration

The ACUA maintenance reports have been normal overall the past month. The ACUA has informed our office that the check valves at the Island Inn and Anchorage Poynte pump stations were worn and in need of replacement. The ACUA provided quotes to remove and replace both check valves at each station. The cost to replace both check valves at the Anchorage Poynte station is \$3,716.05, and \$3,452.13 for both check valves at the Island Inn station. We approved to have the work completed in the next several weeks.

There is only one station currently operating with a single pump. Pump No. 1 from the Dogwood station was removed and we obtained a repair quote of approximately \$2,100.00, which was approved. The pump is expected to be returned later this month.

Pump No. 1 from the Whitewater station was repaired and was put back into service last month.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They completed preventative maintenance line jetting at various locations selected by the Authority Operator. Caprioni also assisted with two overflows during the past month near 16 Bartlett Boulevard and at 550 Central Avenue.

Caprioni cleaned four Linwood pump station wet wells last month.

We have recommend a payment in the amount of \$12,530.18 from the Operating Account for the work completed in February.

4. Spills

The Authority experienced two sewer spills within the past month. One spill occurred from a manhole located in an easement between Bartlett Boulevard and Poplar Avenue. It was estimated that less than 50 gallons was released. The overflow was caused from an accumulation of debris blocking the 8-inch gravity main. The Authority Emergency Contractor, Caprioni Family Septic, was dispatched to clear the blockage and remove all residual wastewater. Lime was also applied to all of the affected areas.

The second spill occurred from a manhole located at 550 Central Avenue. The overflow resulted from a blockage in the sanitary main resulting in a release of approximately 100 gallons. Caprioni Family Septic was called to clear the blockage. All residual wastewater was removed from the gutter lines and we had them apply lime.

5. Miami Pump Station Elimination

Our office had the follow-up meeting with the NJOEM representatives and the Authority Clerk last month to review what was required in order to increase the funding. We will finalize the preparation of one of the in-kind replacements options, which will include mitigation efforts against potential flood damage. We anticipate having the design and construction cost estimate completed in the next few weeks, and submit to NJOEM.

6. 2020 Video Inspection & Main Cleaning

The contractor has completed the entirety of the video and cleaning project within the Dogwood, Country Aire and Elementary basins. We have processed Change Order No. 1 increasing the Contract value by \$7,900.00. An additional Change Order No. 2-Final was also processed to reflect as-built quantities reducing the Contract value by \$208.12. A maintenance bond is not required.

We have recommended the final payment in the amount of \$34,008.24 for the work completed.

7. Country Aire Pump Station Upgrades

We have received the new ABS pumps. The replacement panel is expected later this month. We are discussing with the ACUA to have them install the new equipment.

8. 2020 Lateral and Cleanout Repair

The contractor has been delayed in starting the project, but we expect them to begin later this month.

No payments are due at this time.

9. FAA Pump Station

Our office is finalizing the documents to forward to the NJDEP EIT within the next few weeks.

10. Searstown Pump Station Relocation

We have initiated the application process with the NJDEP EIT. Over the next few weeks we will begin to submit the required documents along with the design plans and specifications.

11. Bevis Mill Pump Station Upgrades

We have initiated the application process with the NJDEP EIT. Over the next few weeks we will begin to submit the required documents along with the design plans and specifications.

Developer Projects

Extension Applications

None.

Connection Applications

1. Interstate Battery - Ray Norton

The applicant is proposing to construct an on-site pump unit in order to provide sanitary service for the commercial building located at the intersection of Reega and McKee Avenues. The existing building is approximately 9,400 square feet in size with retail /office / warehouse space. A small-diameter force main will be extended from the property and discharge into a manhole on Reega Avenue.

2. Darren Drozdov - 203 Carver Avenue

The applicant is proposing to utilize the existing lateral installed for the connection of a proposed single-dwelling on Block 2908, Lot 8. A new cleanout will be installed between the proposed curb and sidewalk.

3. Susan Lutzie - 136 Alder Avenue

The applicant is proposing to demolish an existing single-family dwelling on the property. A new single-family dwelling will be construction and will utilize the existing lateral.

4. Randy Portnoy - 6523 Mill Road

The applicant is proposing to utilize the existing lateral installed for the connection of a proposed single-family dwelling on Block 5401, Lot 8.

5. Michael Portnoy - 1 Candlewood Drive

The applicant is proposing to construct a new lateral for the connection of a proposed single-family dwelling on Block 16.01

Change of Use Applications

1. Michael Troost - McDonald's Restaurant

The applicant is proposing to renovate the existing McDonald's and increase the size of the building by approximately 86 square feet, and expand the drive-thru lanes.

2. Rimon Hanna

The applicant owns a commercial condominium unit at 2511 Fire Road, Unit A11 on Block 605, Lot 12. The property contains a mix of office and warehouse uses. The applicant proposes to change the use of Unit A11 from office / warehouse to an office / dental lab. The location will be used for the fabrication of dentures.

3. HSC Egg Harbor, LLC - Tractor Supply

The project received initial EHTMUA approval in 2017, but the plans were revised to include a pet wash station. The pet wash station was not approved in the original submission. This application includes the pet wash station, which was installed in conjunction with EHTMUA requirements.

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	March 17, 2020
Resolution #	19 – 2020
Contract #	117 – Pump Station Landscaping
Vendor	A Guzzo Landscaping, LLC
Amount	\$ 22,000.00
Reason	Landscape Maintenance Contract
Time Period	April 1, 2020 – March 31, 2021
Budget Line Item	Contract Services

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	March 17, 2020
Resolution #	20 - 2020
Vendor	American Pipe Cleaning
Contract	#113 Video Inspection - 2020
Amount	Change Order #1 [\$7,900.00] Change Order #2 [-\$ 208.12]
Reason	Additional / reduced video requirements
Time Period	2020
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 21 – 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: March 17, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of March 17, 2020

03/17/20

Accrual Basis

Num	Name	Memo	Amount
Operating Account			
		April Payroll & PERS Annual Appropriation	-93,695.85
10920	Egg Harbor Township - Dental	Dental Benefits - March 2020	-601.12
TEPS	State of NJ Health Benefits	Health & Rx March 2020	-13,008.36
10921	American Water Capital Corp	Customer No. 305657	-597.71
10922	Barber Consulting Services LLC	Invoice # 1721	-1,162.50
10923	Daily Journal, The	Acct. # 248466	-124.31
10924	Edmunds GovTech	Acct. # EHTMUA	-4,540.00
10925	Mossman's Business Machines	Invoice # 8872	-17.70
10926	Press of Atlantic City, The	Acct. # 8000571	-371.28
10927	Staples Business Advantage	Customer: PHL 1057418	-432.71
10928	W.B. Mason Co., Inc.	Customer No. C2165338	-11.69
10929	ACE Hardware	Customer #552303	-56.53
10930	Chapman Ford Sales, Inc.	Invoice # 548507	-262.15
10931	CW Sales Corporation	Acct. # EGGHAR	-1,615.00
10932	Egg Harbor Township Police Depart...	Invoice # 1531	-4,320.00
10933	GenServe, Inc.	Customer No. 30-EGGHAR5	-2,221.28
10934	Grainger	Acct. # 877163162	-177.89
10935	One Call Concepts, Inc.	Account # 12-EGC	-531.36
10936	Weinstein Supply	Invoice # S024977417.001	-124.55
10937	Xylem Dewatering Solutions, Inc.	Invoice # 400985111	-1,728.00
10938	AT & T	Acct. # 020 595 7994/5499	-50.20
10939	Atlantic City Electric	multiple accounts	-20,990.06
10940	New Jersey American Water Co.	multiple accounts	-1,168.75
10941	South Jersey Gas	multiple accounts	-157.43
10942	Verizon	Acct. #550-790-961-0001-97	-71.12
10943	Verizon Wireless	Acct. # 200702280-00001	-247.41
10944	American Pipe Cleaning, LLC	Contract No. 113 Pay Estimate No. 2 - Final	-34,008.24
10945	Arthur R. Henry, Inc.	Customer No. 0504	-20,718.18
10946	Caproni Family Septic	Account # 1448	-12,530.18
10947	Polistina & Associates, LLC	February 2020	-32,919.50
10948	Ridgway Legal	February 2020	-10,735.00
	Total Operating Account		-259,196.06
TOTAL			-259,196.06

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 22 – 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: February 17, 2020

Theresa Prendergast, Secretary

3:25 PM

03/17/20

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of March 17, 2020

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3379	Reiner Pump Systems	Invoice # CC443A-NJ	-11,850.00
3380	Polistina and Associates	February 2020	-4,492.50
	Total Developer Account		-16,342.50
TOTAL			-16,342.50

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 23 – 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.

- February 2020 Adjustments

Dated: March 17, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

February 2020

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges				
	02/03/2020	285-0	Paid Prior to Penalty	-2.55
	02/03/2020	8528-0	Paid Prior to Penalty	-2.55
	02/03/2020	9635-0	Good History	-2.55
	02/03/2020	3730-0	Delayed Deed	-2.55
	02/03/2020	9695-0	Delayed Deed	-2.55
	02/03/2020	9361-0	Delayed Deed	-2.55
	02/03/2020	10024-0	Delayed Deed	-0.06
	02/04/2020	6885-0	Good History	-5.10
	02/06/2020	3035-0	Fire Damage	-5.10
	02/07/2020	8553-0	Delayed Deed	-5.10
	02/07/2020	2197-0	Delayed Deed	-5.10
	02/07/2020	12297-0	Delayed Deed	-5.10
	02/07/2020	10110-0	Delayed Deed	-5.10
	02/07/2020	12747-0	Wrong Address	-14.94
	02/07/2020	8481-0	Good History	-5.10
	02/07/2020	8418-0	Wrong Address	-5.10
	02/10/2020	5516-0 Harbor Pines Clubhouse	Good History	-51.72
	02/10/2020	11887-0	Good History	-5.10
	02/10/2020	9691-0	Good History	-5.10
	02/10/2020	12965-0	Posting Error	-5.10
	02/11/2020	11379-8	Bill Not Received	-2.56
	02/11/2020	6803-0	Good History	-5.10
	02/11/2020	10906-0	Good History	-5.10
	02/12/2020	4545-0	Delayed Deed	-5.10
	02/12/2020	5228-0	Good History	-5.10
	02/12/2020	859-0	Good History	-5.10
	02/13/2020	12372-0	Good History	-5.10
	02/14/2020	11044-0	Bill Not Received	-2.55
	02/14/2020	1393-0	Bill Not Received	-5.10
	02/18/2020	9638-0	Bill Not Received	-5.10
	02/18/2020	9730-0	Wrong Address	-5.10
	02/19/2020	5635-0	Bill Not Received	-5.10
	02/21/2020	3465-0	Military	-5.26
	02/21/2020	12005-0	Good History	-5.08
	02/24/2020	9067-0	Good History	-5.10
	02/24/2020	9666-0	Bill Not Received	-5.10
	02/26/2020	6740-0	Good History	-5.10
	02/27/2020	5515-0	Delayed Deed	-5.10
User Charges				
Residential				
	02/06/2020	3035-0	Fire Damage	-170.00