

Regular Meeting ~ Agenda

Tuesday, May 19, 2020
5:30 PM

Egg Harbor Township MUA
3515 Bargaintown Road
Egg Harbor Township, NJ 08234
(609) 926-2671

Electronic Meeting

Zoom.us

Meeting ID # 712 2693 1052

Call 609-926-2671 if there are any issues with joining the meeting.

Opening Statement Pursuant to the Open Public Meetings Act

Roll Call & Flag Salute

General Public Discussion

Applications / Project Status

Engineer Report

~ Resolution # 27 – 2020

Contract #118 – Cleanout Repairs

Treasurer’s Report

~ Resolution # 28 – 2020

Bill List – Operating Account

~ Resolution # 29 – 2020

Bill List – Developer Account

Administrative Report

~ April 2020 minutes

~ Resolution # 30 – 2020

April 2020 Adjustments

South Jersey Power Co-Op

~ Resolution #31 – 2020

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

~ Resolution # 32 – 2020

Adjournment

Formal action may or may not be taken.

May 19, 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.

This meeting was held electronically in accordance with Open Public Meetings Act NJSA 10:4-6 et seq, and in consideration of Executive Order #103, declaring a State of Emergency and Public Health Emergency.

Roll Call:	Michael Duffy, Chairman	present
	Charles Pfrommer, Vice-Chairman	absent
	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, conducting the meeting from the MUA office. Charles Pfrommer was excused from the meeting.

James DiNatale and Eric Keys from Site Construction were present at the start of the meeting, attending specifically to discuss the bids received for Contract #118.

General Public Discussion

No requests to join the meeting were made via Zoom from the public. There were no phone calls received in the MUA office requesting to join the meeting. 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.

Eight (8) Bids were received on May 19th for contract #118 – CountryAire & Dogwood Basin Cleanout Location and Repair. All bids exceeded the Engineer’s estimate. The lowest bidder was Site Construction. After a review of the individual unit prices, Mr. Polistina expressed a concern for the unbalanced way the proposal was structured and recommended to the Authority Commissioners that all the bids be rejected. Mr. Ridgway advised that the Authority could reject all bids or take additional time to evaluate the bid responses. Mr. DiNatale had an opportunity to explain why he believed his bid to be appropriate. After a lengthy discussion, Mr. Schwemm made a motion to delay taking action on the bids and further evaluate the bids prior to the next meeting. Mrs. Moschetto seconded the motion and all voted yes.

Mr. DiDonato made a motion, seconded by Mr. Schwemm to accept the written engineer’s report. All voted yes.

Mr. DiNatale and Mr. Keys left the meeting.

Treasurer

~ Resolution #28 – 2020 [Operating Account Bill List]

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

~ Resolution #29 – 2020 [Developer Account Bill List]

Motion Mr. Schwemm, seconded by Mrs. Moschetto to approve the May 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 April 2020 minutes. This was seconded by Mrs. Prendergast and all voted yes.

~ Resolution #30 – 2020 [Adjustments]

Motion made by Mr. Schwemm, seconded by Mrs. Prendergast to approve the April 2020 account adjustments. All voted yes.

Mr. Ridgway provided a brief update on the status of the lawsuits with the contractors in regards to the issues on Wedgewood Avenue in 2019. Both contractors' insurance companies have initially responded by disputing the Authority's claims. Due to the court system being slowed down, their formal responses are pending. A more detailed report will be provided at the June meeting.

Due to the current Coronavirus pandemic, and as a courtesy to the many sewer rate payers, the Authority had opted to refrain from posting penalty during the month of April and May. Mrs. Moschetto made a motion to ratify this action as well as doing the same for the month of June. Mr. DiDonato seconded the motion and all voted yes.

South Jersey Power Co-Op

The Authority had previously participated in the South Jersey Co-Op. Bids will be going out again for the electric for the next two years. Mr. Schwemm made a motion, second Mrs. Moschetto, to participate for an additional 2 years. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Moschetto at 6:10 PM. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: June 16, 2020

Engineer's Report
Egg Harbor Township MUA
May 19, 2020

Engineering Projects

1. **Emergency Maintenance Contract**

No emergency or maintenance work was completed within the last month.

2. **ACUA Contract Administration**

The ACUA maintenance reports for the past month have been normal. The ACUA completed the replacement of the pumps and control panel at the Country Aire station earlier this month. We received and approved a quote in the amount of \$2,768 for the repair of pump no. 2 from the Dogwood station. We expect the pump to be back in service later this month. A smaller spare pump is currently operating in its place.

The new Barnes pump for the Brookside station has been received and put into service. This is a new type of pump being utilized on a 60-day trial basis. If we find that the pump operates better than previous models, the cost will be approximately \$10,000.

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 provided emergency bypass services at the Miami and Island Inn pump stations last month. It was required at the Miami station to allow for the replacement of a belt on the Godwin pump. The bypassing at the Island Inn station was required due to a blockage in the force main that was resolved the following day.

Caprioni cleaned four Linwood wet wells last month and performed maintenance jetting at a few locations that require attention. Caprioni also provided assistance at the Seaview station to resolve a high wet well.

We have recommended a payment in the amount of \$13,527.97 from the Operating Account for the work completed in April.

4. Spills

There were no spill incidents within the last month.

5. Miami Pump Station Elimination

We are in the process of finalizing the conceptual design and anticipate having plans and an engineering construction cost estimate prepared for submission within the next few weeks.

6. Country Aire Pump Station Upgrades

The ACUA completed the installation of the new control panel and replacement of the new pumps with new bases and removal hardware. The work was completed at a cost of \$11,587.00 which included labor and materials.

Our office arranged for the bypass pump equipment for the week required. We are waiting for submission of the final invoice to issue the voucher.

7. 2020 Lateral and Cleanout Repair

Due to the ongoing State stay at home order and potential interaction with residents the contractor delayed this work until June.

No payments are due at this time.

8. FAA Pump Station

Our office forwarded responses to the comments provided by the FAA Tech Center staff. We are hopeful this will resolve all issues and will allow the Authority to move forward to bid the project once the iBank has approved the loan.

9. Bonding Projects Status

Our office is in the process of submitting the required documentation required in the application process for the Bevis Mill and Searstown pump station projects. The application documents for the FAA pump station project are currently being reviewed.

10. Country Aire / Dogwood / Elementary Cleanout Castings

We are receiving bids for the project on May19th and will report on the bids at the meeting.

11. Delancy / Hingston Generator Replacements

The bid documents have been completed and we plan to advertise the project by the end of the month. We will receive bids prior to the June Authority meeting. This project will include the provision of a natural gas at the Country Aire station as an alternate item.

12. Mission Remote Telemetry Units

The annual renewal for the Mission units is due at the beginning of June and will cover the next year. We have reviewed and approved the submitted invoice.

Developer Projects

Extension Applications

None

Connection Applications

1. Thomas Dunn - 160 Rochelle Lane

The applicant is proposing to utilize an existing lateral connection to provide service for a new single-family dwelling.

Change of Use Applications

None

Vince Polistina
Authority Engineer

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 28 – 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: May 19, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Checks Written - Operating Account

As of May 19, 2020

Operating Account	Num	Name	Memo	Amount
			Funds Transfer	-41,179.21
	TEPS	State of NJ Health Benefits	Health & Rx - May 2020	-13,008.36
	11002	Egg Harbor Township - Dental	Dental - May 2020	-601.12
	11003	American Water Capital Corp	Customer No. 305657	-298.60
	11004	Barber Consulting Services LLC	Invoice # 1756	-125.00
	11005	Egg Harbor Township - Office Rent	May, June, July 2020	-12,500.00
	11006	Press of Atlantic City, The	Acct. # 8000571	-118.44
	11007	Staples Business Advantage	Customer: PHL 1057418	-254.00
	11008	W.B. Mason Co., Inc.	Customer No. C2165338	-88.48
	11009	ACE Hardware	Customer #552303	-51.74
	11010	Advance Auto Parts	Acct. # 1870851868	-209.37
	11011	Atlantic County Utilities Authority	Account No. 143/144	-15,770.50
	11012	Billows Electric Supply Co.	Cust.#285927-0199	-107.45
	11013	Chapman Ford Sales, Inc.	Invoice # 550605	-177.95
	11014	GenServe, Inc.	Customer No. 30-EGGHAR5	-1,072.45
	11015	Mission Communications, LLC	Invoice #1039710	-18,365.40
	11016	One Call Concepts, Inc.	Account # 12-EGC	-737.20
	11017	Signs by Moe	Invoice # 5369	-162.00
	11018	USABlueBook	Customer No. 605705	-1,339.53
	11019	Xylem Dewatering Solutions, Inc.	Invoice # 401001921	-1,146.55
	11020	AT & T	Acct. # 020 595 7994/5499	-48.43
	11021	Atlantic City Electric	multiple accounts	-14,483.64
	11022	New Jersey American Water Co.	multiple accounts	-569.19
	11023	South Jersey Gas	multiple accounts	-33.16
	11024	Verizon	Acct. #550-790-961-0001-97	-71.57
	11025	Verizon Wireless	Acct. # 200702280-00001	-247.19
	11026	Atlantic County Utilities Authority	Account No. 143/144	-605,594.00
	11027	A. Guzzo Landscaping, LLC	Invoice # 6478	-2,000.00
	11028	Altec Industries, Inc.	Invoice # 8246774	-65,270.00
	11029	Atlantic County Utilities Authority	Account No. 143/144	-90,622.83
	11030	Caprioni Family Septic	Account # 1448	-13,527.97
	11031	Polistina & Associates, LLC	April 2020	-30,277.00
	11032	Ridgway Legal	April 2020	-10,304.00
				<u>-940,362.33</u>
				<u>-940,362.33</u>
Total Operating Account				-940,362.33
TOTAL				-940,362.33

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 29 – 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: May 19, 2020

Theresa Prendergast, Secretary

12:55 PM

05/18/20

Accrual Basis

EHTMUA

Checks Written - Developer Account

As of May 19, 2020

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3384	Polistina and Associates	April 2020	-3,802.00
	Total Developer Account		-3,802.00
TOTAL			-3,802.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 30 – 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.

- April 2020 Adjustments

Dated: May 19, 2020

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

April 2020

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Commercial Minimum				
	04/01/2020	7134-0	Non Profit - Twp Owned	-85.00
	04/01/2020	7429-0	Non Profit - Twp Owned	-85.00
	04/01/2020	9179-0	Non Profit - Twp Owned	-85.00
	04/01/2020	9207-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10390-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10391-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10748-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10817-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10818-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10819-0	Non Profit - Twp Owned	-85.00
	04/01/2020	10820-0	Non Profit - Twp Owned	-85.00
	04/01/2020	11425-0	Non Profit - Twp Owned	-85.00
	04/01/2020	12793-0	Non Profit - Twp Owned	-85.00

Egg Harbor Township Municipal Utilities Authority

Resolution #31 – 2020

VOIDED

May 19, 2020

Resolution not required.

No action taken.