

**Regular Meeting ~ Agenda**

Tuesday, June 16, 2020  
5:30 PM

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

**Meeting Location**

EHT Community Center  
5045 English Creek Avenue  
Multi Purpose Room

**Opening Statement Pursuant to the Open Public Meetings Act**

**Roll Call & Flag Salute**

**General Public Discussion**

**Applications / Project Status**

**Engineer Report**

~ Resolution # 32 – 2020  
Contract #118 – Cleanout Repairs

~ Resolution # 33 – 2020  
Contract #119 –Generators

**Treasurer’s Report**

~ Resolution # 34 – 2020  
Bill List – Operating Account

~ Resolution # 35 – 2020  
Bill List – Developer Account

**Administrative Report**

~ May 2020 minutes

~ Resolution # 36 – 2020  
May 2020 Adjustments

**Other Business (not listed on the Agenda)**

**Closed Session (If Necessary)**

~ Resolution # 37 – 2020

**Adjournment**

*Formal action may or may not be taken.*

June 16, 2020  
Meeting Minutes

Meeting Location: EHT Community Center, 5045 English Creek Avenue

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Chairman Michael Duffy read the Opening Statement pursuant to the Open Public Meetings Act and called the meeting to order at 5:30 PM.

<b>Roll Call:</b>	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, conducting the meeting from the MUA office. Mrs. Moschetto was excused from the meeting.

### **General Public Discussion**

There was no one from the 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.

#### Contract #118 – Cleanout Repairs

Bids were received on May 19<sup>th</sup> for the location, repair and/or replacement of sewer cleanouts in several locations in the Township. Mr. Polistina recapped the previous discussion and reiterated his previous recommendation to reject all bids based on the fact that they were all greater than the engineers estimate and the bid received from the lowest bidder was unbalanced. At the May meeting, Mr. DiNatale, Site Construction, was in attendance and raised various questions and concerns at the meeting. Mr. DiNatale submitted a written explanation of his bid and that was distributed to all MUA members for review. After reviewing Mr. DiNatale’s comments, Mr. Polistina noted there was some ambiguity in the specifications as well as misunderstanding as to the nature of the work required. Mr. Polistina continues to recommend that all bids be rejected. Mr. Schwemm made the motion, seconded by Mr. DiDonato to reject all bids. All voted yes.

~ Resolution # 33 – 2020 [Generators]

#### Contract #119 – Replacement of Hingston and Delancy Pump Station Generators & Purchase of new generator for Country Aire Pump Station

Bids were received on June 12<sup>th</sup>. The lowest responsive bidder was Scalfo Electric. Mr. Pfrommer made a motion to award the contract to Scalfo Electric in the amount of \$163,100.00. Mrs. Prendergast seconded the motion and all voted yes.

The design and permitting for both the Bevis Mill pump station upgrade project and the FAA pump station relocation project have been completed. The anticipated expense for these two projects is \$1.2 million. The bonding process should be started within the next

month. Mr. Ridgway will contact our bond counsel, Joel Fleishman, to work out the details of the contract.

Mr. Polistina reported that we should expect an increase in the treatment charges due to the fact that the percentage of flow coming from the surrounding communities, specifically Atlantic City, are down.

### **Treasurer**

#### **~ Resolution #34 – 2020 [Operating Account Bill List]**

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

#### **~ Resolution #35 – 2020 [Developer Account Bill List]**

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

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

### **Administrative**

Mrs. Prendergast motioned to approve the May 2020 minutes. This was seconded by Mr. DiDonato and all voted yes.

#### **~ Resolution #36 – 2020 [Adjustments]**

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

Block 1305, Lot 38 [2542 Ridge Avenue]

Egg Harbor Township Police Athletic League

A Connection Fee in the amount of \$19,257.72 has been calculated. Mr. Schwemm made the motion, seconded by Mr. DiDonato, to waive the Connection Fee for this Township non-profit entity. All voted yes.

Mrs. Super was asked to provide a list of Township owned properties that currently have their sewer service bills waived.

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 months of April, May and June. Mr. Pfrommer made a motion to not post penalty during the month of July either. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:15 PM. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: July 21, 2020

**Engineer's Report**  
**Egg Harbor Township MUA**  
**June 16, 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. There are two pump stations currently operating with a single pump. A variable frequency drive (VFD) failed at the Bevis Mill station preventing the use of pump no. 2. Based on the operation of the station we obtained a quote for a soft start drive unit in the amount of \$1,725.00. We have ordered the unit and expect it to be delivered by the end of the month.

Pump no. 2 was removed from the Whitewater station due to a motor issue. The pump was previously repaired earlier this year so it was sent back to AC Schultes to be fixed. We do not expect any charge.

The Dogwood station is still utilizing the spare pump so two pumps are in service. We expect pump no. 2 to be returned later this 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 throughout the Township selected by the Authority Operator. Caprioni repaired the debris basket at the Delilah station and also assisted with completing a video inspection of the lateral at 12 LaCosta Drive.

Caprioni cleaned four Linwood wet wells last month and performed maintenance jetting at a few locations. They also assisted with a backup at 1720 Diane Court.

We have recommended a payment in the amount of \$13,448.90 from the Operating Account for the work completed in May.

4. Spills

There were no spill incidents within the last month.

5. Miami Pump Station Elimination

The finalized plan set is 90% complete and will be finished along with the engineering construction cost estimate within two weeks.

6. Country Aire Pump Station Upgrades

Last month we finalized the upgrade at the station, processing the invoice for the bypass pump equipment. The total cost for the work was \$1,854.58.

7. 2020 Lateral and Cleanout Repair

With the lifting of restrictions this month we anticipate the contractor will begin work within the next few weeks.

No payments are due at this time.

8. FAA Pump Station

The FAA Tech Center staff have completed their review and found the bid documents acceptable. We also received the updated Treatment Works Approval from the NJDEP earlier this month. A meeting will be held with the Authority Bond Council to discuss the loan process prior to final submission to the iBank.

9. Bonding Projects Status

We are finalizing the required Environmental Planning document for the Bevis Mill pump station project. The Searstown project is currently on hold.

10. Country Aire / Dogwood / Elementary Cleanout Castings

Further discussion and action will be reviewed at the meeting.

11. Delancy / Hingston Generator Replacements

The Authority received bids for the 2020 Pump Station Generator Replacement project on Friday, June 12th. A report of bids will be provided at the meeting.

Developer Projects

Extension Applications

None

Connection Applications

None

Change of Use Applications

None

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Vince Polistina  
Authority Engineer

Egg Harbor Township Municipal Utilities Authority

**Resolution #32 – 2020**

***VOIDED***

June 16, 2020

Resolution not required.

No action taken.

**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:

<b>Date</b>	June 16, 2020
<b>Resolution #</b>	33 – 2020
<b>Contract #</b>	119 [Generators]
<b>Vendor</b>	Scalfo Electric
<b>Amount</b>	Base Bid       \$ 110,600.00 Alternate Bid   \$ 52,500.00 Total Bid       \$ 163,100.00
<b>Reason</b>	Purchase 3 new generators Hingston, Delancy & CountryAire Pump Stations
<b>Time Period</b>	2020
<b>Budget Line Item</b>	Capital Improvement

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary



**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 34 – 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: June 16, 2020

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Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of June 16, 2020**

06/17/20

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		Funds Transfer	-44,836.28
TEPS	State of NJ Health Benefits	Health & Rx - June 2020	-13,008.36
11034	Egg Harbor Township - Dental	Dental - June 2020	-601.12
11035	American Water Capital Corp	Customer No. 305657	-299.79
11036	Mainland Journal	Acct. # 248466	-5.58
11037	MGL Forms-Systems, LLC	Acct. # E069	-544.50
11038	Mossman's Business Machines	Invoice # 9162	-11.59
11039	Press of Atlantic City, The	Acct. # 8000571	-115.08
11040	Signal Graphics	Invoice # 42343	-1,399.00
11041	US Postal Service-postage machine	Replenish Postage Meter	-200.00
11042	W.B. Mason Co., Inc.	Customer No. C2165338	-349.50
11043	ACE Hardware	Customer #552303	-80.87
11044	One Call Concepts, Inc.	Account # 12-EGC	-607.36
11045	AT & T	Acct. # 020 595 7994/5499	-47.42
11046	Atlantic City Electric	multiple accounts	-13,859.28
11047	New Jersey American Water Co.	multiple accounts	-787.08
11048	South Jersey Gas	multiple accounts	-95.22
11049	Verizon	Acct. #550-790-961-0001-97	-95.44
11050	Verizon Wireless	Acct. # 200702280-00001	-247.19
11051	A. Guzzo Landscaping, LLC	May 2020	-2,000.00
11052	Caprioni Family Septic	Account # 1448	-13,448.90
11053	Polistina & Associates, LLC	May 2020	-22,444.50
11054	Ridgway Legal	May 2020	-11,896.75
Total Operating Account			-126,980.81
<b>TOTAL</b>			<b>-126,980.81</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 35 – 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: June 16, 2020

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Theresa Prendergast, Secretary

10:09 AM

06/16/20

Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of June 16, 2020**

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3387	Atlantic County Utilities Authority	Harbor Landing EHTMUA No. 14-18	-11,587.68
3388	Xylem Dewatering Solutions, Inc.	Invoice # 401007569	-1,854.58
3389	Polistina and Associates	May 2020	-3,464.50
3390	Ridgway Legal	May 2020	-980.00
	Total Developer Account		-17,886.76
<b>TOTAL</b>			<b>-17,886.76</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 36 – 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.

- May 2020 Adjustments

Dated: June 16, 2020

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

May 2020

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
<b>Delinquent Charges</b>				
	05/18/2020	6173-0	Fire Damage	-7.65
	05/27/2020	7091-0	Military	-7.86
	05/27/2020	129-0	Vacant Land	-12.84
<b>User Charges</b>				
<b>Residential</b>				
	05/27/2020	129-0	Vacant Land	-170.00