

**Regular Meeting ~ Agenda**

Tuesday, July 21, 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**

**Treasurer's Report**

~ Resolution # 37 – 2020  
Bill List – Operating Account

~ Resolution # 38 – 2020  
Bill List – Developer Account

**Administrative Report**

~ June 2020 minutes

~ Resolution # 39 – 2020  
June 2020 Adjustments

~ Resolution # 40 – 2020  
Transfer Title – 2011 Utility Truck

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

**Closed Session (If Necessary)**

~ Resolution # 41 – 2020

**Adjournment**

*Formal action may or may not be taken.*

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

July 21, 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. 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 Mrs. Prendergast, all voted yes.

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

The Wet Well Cleaning contract will expire October 31<sup>st</sup> of this year. The ACUA has indicated they have an interest in possibly taking on some, or all, of the responsibilities through the Interlocal Agreement. These tasks include the basket and wet well cleanings and line jetting. The ACUA has also proposed additional usage of their vactor truck. Mr. Polistina will continue to discuss this proposal with the ACUA prior to the time the Authority would need to solicit bids from a private contractor for this work.

~ Resolution #42 – 2020 [Extension of Contract]

Contract #111 – Emergency Repairs & Maintenance

Both the Authority and Arthur Henry are desirous of a one (1) year extension of this Maintenance Contract. The contract pricing will increase by 3% based on the New Jersey Index Rate. Mr. Schwemm made a motion, seconded by Mr. DiDonato, to extend this contract for one (1) year. All voted yes.

The developer for the proposed FW Webb warehouse on Fire Road is filing for all approvals, including the NJDEP. The TWA application was signed at the June meeting by the Authority Chairman.

**Treasurer**

~ **Resolution #37 – 2020 [Operating Account Bill List]**

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

**~ Resolution #38 – 2020 [Developer Account Bill List]**

Motion Mr. Schwemm, seconded by Mr. Pfrommer to approve the July 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 June 2020 minutes. This was seconded by Mr. Pfrommer and all voted yes.

**~ Resolution #39 – 2020 [Adjustments]**

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

Mrs. Super provided a report of sewer service charges currently being waived by the Authority for Township owned, non-profit businesses.

6:15 PM

Mr. Schwemm made a motion, seconded by Mrs. Prendergast to enter into Closed Session to discuss litigation involving the Authority. All voted yes.

**Closed Session**

~ Resolution #41 – 2020

6:22 PM

There was no action taken during the closed session. The minutes of the closed session will be made available once the matter discussed has been resolved.

Mr. Schwemm made the motion, seconded by Mr. Pfrommer, to authorize the Authority Solicitor to engage in settlement discussions with the contractors regarding the expenses incurred by the Authority for the emergency repair work on Wedgewood Drive. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:23 PM. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: August 18, 2020

**Engineer's Report**  
**Egg Harbor Township MUA**  
**July 21, 2020**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Arthur Henry completed numerous maintenance repair items over the past month. They replaced two corroded manhole castings in the vicinity of the Brenta station. They also replaced two air reliefs, one on the force main for the Farmington station and one on the force main for the Island Inn station.

Arthur Henry also repaired the existing lateral servicing 12 LaCosta Drive. A video inspection was completed and the lateral was found to have been damaged by a drilling/boring head during the installation of another utility. Given the depth of the lateral, greater than 7 feet deep, we are uncertain who installed the pipe and damaged the lateral.

We also directed Arthur Henry to repair a damaged cleanout at 10 LaCosta Drive that was full of roots. Finally, within the last week Arthur Henry repaired a broken cleanout structure at 247 Leap Street.

We are waiting on the submission of their billing invoices for the completed work.

The current Maintenance contract with Arthur Henry will be ending at the end of this month. Per the Contract documents Arthur Henry has agreed to extend the Contract for an additional year with the pricing adjusted per the New Jersey Index Rate of 3.0%.

**2. ACUA Contract Administration**

The ACUA maintenance reports for the past month have been normal. Though they have noted that several stations have worn components in need of replacement. All of the stations are currently operating with two pumps. The soft start drive unit ordered last month for the Bevis Mill station was received and installed. The Whitewater pump sent to AC Schultes has been repaired and put back into service.

CW Sales had provided a new Barnes pump on a 60-day trial basis at the Brookside station as a potential replacement for an older pump that recently failed and was unable to be repaired. Within the last 2 weeks that pump failed due to a motor issue. The pump will be sent back to the factory to be repaired, at no cost to the Authority. This left the station operating with a single pump, which the ACUA has indicated may require service. Based on this information we investigated the possibility of obtaining a rental pump. Unfortunately we were unable to locate a suitable model in an acceptable time frame.

Given the importance of the Brookside station we approved the purchase of a replacement 25 HP pump from ABS pumps at total cost of \$18,000.00. The pump was received last week and put into service.

The ACUA has noted that impellers and wear rings at the Brenta station were severely worn and in need of replacement. We have ordered the replacement items at a total cost of \$7,038.00.

### **3. Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They completed the replacement of carbon filter media in the odor control units at the Woodrow and Bevis Mill stations. Caprioni provided preventative maintenance line jetting at various locations throughout the Township selected by the Authority Operator.

At our request, Caprioni completed the video inspection of the laterals at 214 Glenn Avenue due to multiple blockages and at 247 Leap Street due a damaged cleanout. Caprioni also jetted the lateral at 214 Glenn to remove a build up of grease.

Caprioni cleaned four Linwood wet wells last month and performed maintenance jetting at a few locations. They also completed emergency jetting near Asbury Avenue and Wendy Drive due to a main blockage.

We have recommended a payment in the amount of \$12,860.77 from the Operating Account for the work completed in June.

### **4. Spills**

There were no spill incidents within the last month.

### **5. Miami Pump Station Elimination**

We have finalized the design plans and are in the process of completing the engineering construction cost estimate. We anticipate forwarding the required documents to FEMA in August.

### **6. 2020 Lateral and Cleanout Repair**

The contractor, Perna Finnigan, is anticipated to begin work next week on this project.

No payments are due at this time.

### **7. Delancy / Hingston Generator Replacements**

A preconstruction meeting has been scheduled for later this week. We anticipate receiving a schedule at that time. We have received the submittal documents. The lead time on the generator equipment is typically 10-14 weeks.

## Developer Projects

### Extension Applications

1. Fire Road Property, LLC - Stephen Gross

The submitted application is for the construction of a wholesale / storage / warehouse building, approximately 71,363 square feet in size that will be located along Fire Road, between Washington Avenue and the Black Horse Pike. The project proposes the construction of 167 linear feet of 8" gravity main from the connection point in Washington Avenue through Hampton Avenue.

### Connection Applications

1. Robert Coste

The application is for the construction of a new single family dwelling that will utilize the existing lateral connection in Point Drive.

### Change of Use Applications

None

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Vince Polistina  
Authority Engineer

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 37 – 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: July 21, 2020

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Theresa Prendergast, Secretary

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

07/21/20

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		August Payroll	-41,070.56
TEPS	State of NJ Health Benefits	Health & Rx - July 2020	-13,008.36
11055	Egg Harbor Township - Dental	Dental - July 2020	-601.12
11056	American Water Capital Corp	Customer No. 305657	-304.04
11057	Mossman's Business Machines	Invoice # 9283/9312/9395	-391.63
11058	Office Basics, Inc.	Acct. # 09272303	-43.20
11059	Press of Atlantic City, The	Acct. # 8000571	-11.76
11060	Schwaab, Inc.	Invoice # 4817757	-72.75
11061	Staples Business Advantage	Customer: PHL 1057418	-27.02
11062	W.B. Mason Co., Inc.	Customer No. C2165338	-449.69
11063	Egg Harbor Township	Municipal Appropriation	-260,000.00
11064	ACE Hardware	Customer #552303	-58.13
11065	Advance Auto Parts	Acct. # 1870851868	-113.89
11066	Applied Analytics, Inc.	Invoice # A20-23498	-1,725.00
11067	Billows Electric Supply Co.	Cust.#285927-0199	-107.45
11068	Evoqua Water Technologies,LLC	Customer No. 1129250	-3,652.37
11069	GenServe, Inc.	Invoice # 0204146-IN	-260.00
11070	Huber Locksmiths, Inc.	Invoice # 1105147	-622.80
11071	Mission Communications, LLC	Invoice # 1042232	-340.00
11072	One Call Concepts, Inc.	Account # 12-EGC	-745.72
11073	Reiner Pump Systems, Inc.	Invoice # CCP850NJ	-18,000.00
11074	AT & T	Acct. # 020 595 7994/5499	-48.23
11075	Atlantic City Electric	multiple accounts	-21,508.83
11076	New Jersey American Water Co.	multiple accounts	-1,410.27
11077	South Jersey Gas	multiple accounts	-198.74
11078	Verizon	Acct. #550-790-961-0001-97	-73.04
11079	Verizon Wireless	Acct. # 200702280-00001	-243.51
11080	A. Guzzo Landscaping, LLC	June 2020	-3,200.00
11081	Caproni Family Septic	Account # 1448	-12,860.77
11082	Polistina & Associates, LLC	June 2020	-27,481.55
11083	Ridgway Legal	June 2020	-8,889.50
	Total Operating Account		-417,519.93
<b>TOTAL</b>			<b>-417,519.93</b>



**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 38 – 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: July 21, 2020

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Theresa Prendergast, Secretary

12:36 PM

07/21/20

Accrual Basis

EHTMUA

Checks Written - Developer Account

As of July 21, 2020

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3391	Polistina and Associates	June 2020	-3,838.00
	Total Developer Account		-3,838.00
<b>TOTAL</b>			<b>-3,838.00</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 39 – 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.

- June 2020 Adjustments

Dated: July 21, 2020

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

June 2020

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
<b>Delinquent Charges</b>					
	06/08/2020	34212	12294-0	Bill Not Received	-7.65
	06/08/2020	34212	11023-0	Good History	-2.63
	06/08/2020	34225	10329-0	Good History	-0.08
	06/11/2020	34219	2600-0	Bill Not Received	-7.65
	06/30/2020	34399	6624-0	Mun Lien Foreclosed by TWP	-614.64
	06/30/2020	34401	6624-0	Mun Lien Foreclosed by TWP	-36.96
<b>User Charges</b>					
<b>Commercial Excess</b>					
	06/03/2020	4200	2355-0	NJAW adjustment	-1,719.25
<b>Residential</b>					
	06/30/2020	34401	6624-0	Mun Lien Foreclosed by TWP	-329.00
	06/30/2020	4225	6624-0	Mun Lien Foreclosed by TWP	-1,695.67

**EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION NO. 40 of 2020**

**WHEREAS**, the Egg Harbor Township Municipal Utilities Authority ("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 particular set forth in the Act; and

**WHEREAS**, the Authority owns a 2011 Ford 250 Pick Up Truck, VIN 1FT7X2B69BEA16856 (the "Truck"); and

**WHEREAS**, the Truck is currently inoperable and the Authority no longer requires the use of the Truck; and

**WHEREAS**, the Township of Egg Harbor has expressed an interest in repairing the Truck and using the Truck in connection with Township business for the benefit of the citizens of Egg Harbor Township.

**NOW THEREFORE**, be it resolved the Egg Harbor Township Municipal Utilities Authority has agreed to transfer the above identified Truck to the Township of Egg Harbor.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly approved at Meeting of the Egg Harbor Township Municipal Utilities Authority held the 21<sup>st</sup> day July, 2020 at the Egg Harbor Township Community Center, Egg Harbor Township, New Jersey at 5:30 p.m.

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THERESA PRENDERGAST, SECRETARY

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

**RESOLUTION # 41 – 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:

Wedgewood Drive

**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: July 21, 2020

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Theresa Prendergast  
Secretary

**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>	July 21, 2020
<b>Resolution #</b>	42 – 2020
<b>Contract #</b>	111 – one (1) year extension
<b>Vendor</b>	Arthur R Henry, Inc
<b>Amount</b>	\$ 289,904.74 (3% increase) [Original Contract amount = \$ 281,460.91
<b>Reason</b>	Emergency Repairs & Miscellaneous Maintenance Contract
<b>Time Period</b>	August 1, 2020 – July 31, 2021
<b>Budget Line Item</b>	Repair & Maintenance

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary