

**Regular Meeting ~ Agenda**

Tuesday, October 20, 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**

~ Proposed Amendment to Wastewater Management Plan  
Block 9502, Lot 33 – proposed Lots A, B, C

**5:45 PM – Budget Approval**

~ Resolution # 55 – 2020  
2021 Budget Approval

**Engineer Report**

~ Resolution # 56 – 2020 [Certification of Funds]  
Wet Well Cleaning Contract

**Treasurer's Report**

~ Resolution # 57 – 2020  
Approve Bill List [Operating Account]

~ Resolution # 58 – 2020  
Approve Bill List [Developer Account]

**Administrative Report**

~ September 2020 minutes

~ Resolution # 59 – 2020  
September 2020 Adjustments

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

**Closed Session**

~ Resolution # 60 – 2020

**Adjournment**

*Formal action may or may not be taken.*

October 20, 2020  
Meeting Minutes

Meeting Location: EHT Community Center, 5045 English Creek Avenue

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Vice-Chairman Charles Pfrommer 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	absent
	Charles Pfrommer, Vice-Chairman	present
	H. Chris Schwemm, Treasurer	present
	Theresa Prendergast, Secretary	absent
	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. Mr. Duffy and Mrs. Prendergast were 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. Moschetto, all voted yes.

### **Proposed Amendment to Wastewater Management Plan**

#### **Block 9502, Lot 33 – proposed Lots A, B, C**

Dr. Ira Trocki, Jack Plackter and Jon Barnhart were in attendance to request the Authority's support on their desire to pursue obtaining an amendment to the Wastewater Management Plan. Mr. Polistina explained that Atlantic County is the entity that oversees the Plan. As it is desirous of the Authority to have homes connected to the sanitary sewer, especially those near a body of water, Mr. Polistina recommended the Authority support the proposed amendment. Mr. Schwemm made a motion to support their request. This was seconded by Mr. DiDonato and all voted yes. Dr. Trocki and Mr. Plackter both agreed that they will be handling all the submissions to Atlantic County and the Authority was only needed to support the request. ~Resolution #61 – 2020

### **2021 Budget Approval – 5:45PM**

#### **~ Resolution #55 – 2020**

Mr. Schwemm recapped the proposed budget. Treatment charges continue to be the greatest percentage of the budget. An additional billing from the Atlantic County Utilities Authority could exceed \$400,000 as a result of the covid related shutdown of the casinos in Atlantic City, dropping their typical annual flow percentage. Additionally, the Authority's revenue is expected to decrease slightly due to covid related shutdown of several commercial business in the Township.

There are five projects that are expected to be funded by borrowing funds through the Infrastructure Bank (I-Bank). The initiation of that borrowing is currently underway.

Mr. Schwemm made a motion, seconded by Mr. DiDonato, to approve the 2021 Budget. A roll call vote resulted in all members present voting in favor of the approval.

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

~ **Resolution #56 – 2020 [Certification of Funds] Contract #121 – Wet Well Cleaning**  
Motion Mr. Schwemm, second Mrs. Moschetto to award this contract to Caprioni in the amount of \$197,860.00. All voted yes.

Mr. Polistina had discussed with the Atlantic County Utilities Authority the possibility incorporating the scope of this contract into the Interlocal Agreement currently in place. The ACUA provided a proposal of costs, which were slightly higher than Caprioni’s proposal.

The annual appearance at the Township’s Committee Meeting is scheduled for October 21<sup>st</sup>. Mr. Polistina, Mr. Pfrommer and Mr. DiDonato will be attending, representing the Authority. Expected to be discussed is the possibility of the Authority assisting the municipality with stormwater. As the stormwater does affect the waterways, it is within reason to assist with the system. In an effort to begin exploring the possibility of this joint venture, the Authority will work with the Township on inspection and mapping of the stormwater in the areas where the Authority will be working on our system. As this is in the early stages of discussions, there are many variables that have yet to be discussed, including the funding source. Mr. Schwemm made a motion, seconded by Mr. DiDonato to move forward with scheduling a meeting between the Township and an Authority subcommittee. All voted yes.

Representatives from Baybreeze Village have had discussions with the U.S. Department of Agriculture as well as other political and governmental agencies with the hopes of finding sources of funding for their project. During a recent meeting held via teleconferencing, Mr. Polistina learned that the public entity needs to be the applicant for the funding. It makes sense that the Authority, as opposed to the Township, be the applicant. The engineer for Baybreeze Village will do most of the work. Mr. DiDonato made a motion, seconded by Mr. Schwemm, to authorize Mr. Polistina to pursue the funding for the sanitary sewer project needed to eliminate the septic systems in this community. All voted yes.

**Treasurer**

~ **Resolution #57 – 2020 [Operating Account Bill List]**

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

~ **Resolution #58 – 2020 [Developer Account Bill List]**

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

**~ Resolution #59 – 2020 [Adjustments]**

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

**Block 4206, Lot 8 [7054 Black Horse Pike] Garden State Fuels**

A credit has been requested from the property owner. A thorough review of the account history, back to 1977 when the Connection Permit was issued, was completed. Mrs. Super recommended a credit in the amount of \$1,987.67 for the time period of October 2012 through 2018 when the account was deactivated. Mr. DiDonato made the motion, seconded by Mr. Schwemm, to authorize the refund recommended by Mrs. Super. All voted yes.

**Closed Session**

**~ Resolution #60 – 2020 [6:21 PM]**

Mr. Schwemm made a motion, seconded by Mr. DiDonato, to enter into closed session to discuss potential litigation concerning Lakeside force main easement. All voted yes. The minutes of the closed session will be made public once all issues discussed are resolved.

6:38 PM – Return to Public Session

No formal action was taken during the closed session.

Mr. Schwemm made a motion, seconded by Mrs. Moschetto, to authorize Mr. Polistina, Mr. Ridgway and Mrs. Super to follow up obtaining the necessary easement. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. DiDonato at 6:40 PM. All voted yes.

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Theresa Moschetto, Assistant Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: November 17, 2020

**Engineer's Report**  
**Egg Harbor Township MUA**  
**October 20, 2020**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Arthur Henry completed a few cleanout repairs over the past month. At 13 Carriage House Lane they repaired a damaged cleanout. They also assisted with locating the cleanout structure for 158 Blackman Road. Finally, they replaced a damaged section of a cleanout tee at 105 Fisher Avenue.

This month's billing includes the repair to the Crystal Lakes force main completed in August.

We have recommended a payment in the amount of \$ 21,139.42 to Arthur Henry from the Operating Account for the work completed.

**2. ACUA Contract Administration**

The ACUA maintenance reports have been normal over the past month. All stations are currently operating with two pumps. Pump no. 2 from the Whitewater station has been repaired and is back in service.

We previously had ordered replacement impellers for pumps at the Brenta and Lyons Court stations. The parts were received earlier this month and the ACUA completed the installation of the new impellers. The materials have been received to replace the isolation and check valves at the Helen station. The contractor for the project is scheduled to complete the work next week.

The ACUA has informed our office that a rail mount on one pump base at the Anchorage Poynte station was broken last month. They have since informed us that the discharge piping and pumps are in poor condition due to salt water exposure. We will be inspecting the station this week to develop the best plan to address the deteriorated components.

**3. Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings within the past month. Caprioni provided preventative maintenance line jetting at various locations throughout the Township selected by the Authority Operator.

Caproni cleaned three Linwood wet wells last month. They also provided emergency jetting services at 408 West Edgewood Avenue due to a gravity main blockage.

We have recommended a payment in the amount of \$11,990.33 from the Operating Account for the work completed in September.

The Authority received bids for the new wet well cleaning contract on Thursday, October 15th. A report of bids will be provided at the meeting.

4. **Spills**

None

5. **Miami Pump Station Elimination**

The designs plans and updated construction cost estimate were submitted to the NJOEM last month. They will forward the documents and the Authority request for additional funding to FEMA. We are hopeful a response will be received in the next few months.

6. **Delancy / Hingston Generator Replacements**

The contractor, Scalfo Electric, is in the process of submitting for the various construction permits from the EHT Building Department. Due to COVID related delays, the generator units are now expected to be delivered in early November.

No payments are required at this time.

7. **Helen Pump Station Valve Replacements**

We have obtained the replacement isolation and check valves. The contractor, Seashore Associated Mechanical, is scheduled to complete the replacement work sometime next week.

8. **Ridge Avenue Sewer Trench Restoration**

The contractor, Seashore Associated Mechanical, completed the restoration of the settled trench earlier this month.

We have recommended a payment in the amount of \$7,800.00 for the work completed.

9. **2020 Phase II - Video Inspection & Main Cleaning**

The contractor for the project, has completed the majority of the video inspection and main cleaning work in the project.

We have recommended a payment in the amount of \$40,040.29 for the work completed to date.

Developer Projects

Extension Applications

None

Connection Applications

1. DL Miner Construction

The applicant is proposing to consolidate the lots for 36 and 38 Seaview Drive and utilize one of the existing service laterals for the proposed single-family dwelling.

Change of Use Applications

None

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Vince Polistina  
Authority Engineer

Resolution #55 - 2020

**2021 AUTHORITY BUDGET RESOLUTION**  
**Egg Harbor Township Municipal Utilities Authority**

**FISCAL YEAR: FROM:** January 1, 2021 **TO:** December 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Egg Harbor Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Egg Harbor Township Municipal Utilities Authority at its open public meeting of October 20, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 6,295,000 , Total Appropriations, including any Accumulated Deficit if any, of \$ 6,011,650 and Total Unrestricted Net Position utilized of 260,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,035,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,035,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Egg Harbor Township Municipal Utilities Authority, at an open public meeting held on October 20, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Egg Harbor Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Egg Harbor Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 15, 2020.

10/20/2020

\_\_\_\_\_  
(Assistant Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Michael Duffy				
Charles Pfrommer				
H. Chris Schwemm				
Theresa Prendergast				
Theresa Moschetto				
Anthony DiDonato (alternate)				



**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>	October 20, 2020
<b>Resolution #</b>	56 – 2020
<b>Contract #</b>	121 [2020 – 2021 Pump Station Maintenance & Wet Well Cleaning]
<b>Vendor</b>	Caproni Family Septic
<b>Amount</b>	\$ 197,860.00
<b>Reason</b>	Annual contract
<b>Time Period</b>	November 1, 2020 – October 31, 2021
<b>Budget Line Item</b>	Operations & Maintenance: Repair & Maintenance

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Henry C. Schwemm, Treasurer

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Theresa Moschetto, Assistant Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 57 – 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: October 20, 2020

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Theresa Moschetto, Assistant Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of October 20, 2020**

10/20/20

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		November Payroll	-42,119.75
TEPS	State of NJ Health Benefits	Health & Rx - October 2020	-13,008.36
11143	Egg Harbor Township - Dental	Dental - October 2020	-601.12
11144	American Water Capital Corp	Customer No. 305657	-299.96
11145	Daily Journal, The	Acct. # 248466	-138.18
11146	Mainland Journal	Acct. # 248466	-4.96
11147	Mossman's Business Machines	Invoice # 9629 & 9712	-51.47
11148	Office Basics, Inc.	Acct. # 09272303	-92.82
11149	Press of Atlantic City, The	Acct. # 8000571	-194.84
11150	Signal Graphics	Invoice # 42777	-229.00
11151	W.B. Mason Co., Inc.	Customer No. C2165338	-18.98
11152	ACE Hardware	Customer #552303	-270.56
11153	Advance Auto Parts	Acct. # 1870851868	-288.28
11154	CW Sales Corporation	Acct. # EGGHAR	-8,088.43
11155	Egg Harbor Township Police Depart...	Invoice # 1630	-1,350.00
11156	F.W. Webb Company	68614438 & 68742806	-255.20
11157	GenServe, Inc.	30-EGGHAR5	-3,927.00
11158	Grainger	Acct. # 877163162	-163.66
11159	One Call Concepts, Inc.	Account # 12-EGC	-1,827.49
11160	USABlueBook	Customer No. 605705	-76.88
11161	VEGA Americas, Inc.	Invoice # 391481	-2,767.50
11162	AT & T	Acct. # 020 595 7994/5499	-51.98
11163	Atlantic City Electric	multiple accounts	-20,049.59
11164	New Jersey American Water Co.	multiple accounts	-1,267.97
11165	South Jersey Gas	multiple accounts	-174.75
11166	Verizon	Acct. #550-790-961-0001-97	-74.41
11167	Verizon Wireless	Acct. # 200702280-00001	-241.96
11168	A. Guzzo Landscaping, LLC	September 2020	-2,513.00
11169	American Pipe Cleaning, LLC	Contract No. 120 Pay Estimate No. 1	-40,040.29
11170	Arthur R. Henry, Inc.	Inv. 527041/527039/527038	-21,139.42
11171	Caproni Family Septic	Account # 1448	-11,990.33
11172	F.W. Webb Company	Invoice # 68587223	-10,412.06
11173	Seashore Associated Mechanical	Ridge Ave - Sewer Trench Repair	-7,800.00
11174	Polistina & Associates, LLC	September 2020	-41,203.75
11175	Ridgway Legal	September 2020	-12,885.00
Total Operating Account			-245,618.95
<b>TOTAL</b>			<b>-245,618.95</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 58 – 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: October 20, 2020

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Theresa Moschetto, Assistant Secretary

2:20 PM

10/20/20

Accrual Basis

**EHTMUA**

**Checks Written - Developer Account**

**As of October 20, 2020**

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3396	Polistina and Associates	September 2020	-1,821.50
	Total Developer Account		-1,821.50
<b>TOTAL</b>			<b>-1,821.50</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 59 – 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.

- September 2020 Adjustments

Dated: October 20, 2020

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Theresa Moschetto, Assitant Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

September 2020

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
<b>Delinquent Charges</b>				
	09/01/2020	4175-0	Good History	-2.55
	09/01/2020	7785-0	Paid Prior to Penalty	-5.10
	09/02/2020	8392-0	Corrected Penalty	-0.15
	09/03/2020	5428-1	Good History	-5.10
	09/03/2020	5428-2	Good History	-5.10
	09/04/2020	3557-0	Covid-19	-10.20
	09/08/2020	592-0	Covid-19	-5.10
	09/09/2020	7704-0	Good History	-2.59
	09/09/2020	7859-0	Good History	-2.59
	09/15/2020	9783-0	Bill Not Received	-5.10
	09/29/2020	3811-0	Delayed Deed	-10.20
	09/29/2020	3719-0	Good History	-5.70
<b>Return Check Fee</b>				
	09/29/2020	3719-0	Bank Account Compromised	-20.00

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

**RESOLUTION # 60 – 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:

Nature Preservation Council – Threat of Litigation

**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: October 20, 2020

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Theresa Moschetto, Assistant Secretary



**EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION NO. 61 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.

**WHEREAS**, at the meeting of the Authority on October 20, 2020, Dr. Ira Trocki, represented by Jack Plackter, Esquire requested that the Authority support an amendment to the Wastewater Management Plan (the "Plan") to include the property located at Block 9502, Lot 33, proposed Lots A, B and C (the "Property") in the Plan.

**WHEREAS**, the Authority Engineer explained that Atlantic County is the public entity that oversees the Plan.

**WHEREAS**, the Authority Engineer recommended that the Authority support the proposed amendment to the Plan to include the Property because the Authority supports the connection of homes to the sanitary sewer system, especially homes near a body of water.

**WHEREAS**, Dr. Ira Trocki agreed that he will handle all submissions to Atlantic County seeking to amend the Plan to include the Property and the Authority was only needed to support the requested amendment to the Plan.

**WHEREAS**, Mr. Schwemm made a motion to support the request to amend the Plan to include the Property. This was seconded by Mr. DiDonato and all voted yes.

**NOW THEREFORE**, be it resolved the Egg Harbor Township Municipal Utilities Authority supports the proposed Amendment to the Wastewater Management Plan.

I, Theresa Moschetto, Acting 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 20th day October, 2020 at the Egg Harbor Township Community Center, Egg Harbor Township, New Jersey at 5:30 p.m.

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THERESA MOSCHETTO, ACTING SECRETARY