

**Regular Meeting ~ Agenda**

Tuesday, January 19, 2021  
5:30 PM

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

**Meeting Location**

Virtual Meeting  
Zoom.us  
Meeting ID # 968 5580 7113

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 01 – 2021 [Certification of Funds]  
Old Zion Pump Station

~ Resolution 02 – 2021 [Certification of Funds]  
Contract #120 – Change Order #1

**5:45 PM 2021 Connection Fee Rate Hearing**

~ Resolution # 03 – 2021

**Treasurer's Report**

~ Resolution # 04 – 2021  
Approve Bill List [Operating Account]

~ Resolution # 05 – 2021  
Approve Bill List [Developer Account]

**Administrative Report**

~ December 2020 minutes

~ Resolution # 06 – 2021  
December 2020 Adjustments

~ Hazard Communication Program

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

**Closed Session**

~ Resolution # 07 – 2021

**Adjournment**

*Formal action may or may not be taken.*

January 19, 2021  
Meeting Minutes

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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.

**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.**

<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	present
	Anthony DiDonato, Alternate Commissioner	present

Vincent Polistina, Engineer and John Ridgway, Solicitor were in attendance. Elaine Super, Authority Clerk was also present.

### **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.

#### **~ Resolution #01 – 2021 [Certification of Funds]**

##### **Old Zion Pump Station Repairs – Contract #123**

Motion Mr. Schwemm, seconded by Mr. Pfrommer to authorize DiMeglio Septic to perform the necessary work based on the proposed cost of \$5,248.00. All voted yes.

#### **~ Resolution #02 – 2021 [Certification of Funds]**

##### **Change Order #1 – Contract #120**

American Pipe Cleaning performed an additional 820’ of cleaning and video. Motion Mr. Schwemm, seconded by Mr. Pfrommer to approve the change order in the amount of \$1,443.20. All voted yes.

Mr. Polistina reported that Baybreeze Village will most likely be discussed, and their representatives will be in attendance, at the February MUA meeting.

Due to several pump stations having issues and failures, proposals have been requested for a contractor to make the repairs at all of the locations. Many of the problems are beyond the scope of work typically performed by the MUA’s contractors.

The new generators purchased in 2020 are expected to be completely installed and operational within the next month.

FEMA has approved \$927,271.00 for the Miami Pump Station alternate project. Once that approval is formally received, the Authority will be able to move forward with the solicitation of bids and construction.

**5:45 PM – Connection Fee Hearing**

**~ Resolution #03 – 2021 [2021 Connection Fee]**

Mr. Polistina provided the breakdown of the calculations, which are in accordance with statutory guidelines. Mr. Schwemm made the motion, seconded by Mr. Pfrommer, to adopt the 2021 Connection Fee in the amount of \$2,075.00 / EDU, effective February 1, 2021. All voted yes.

**Treasurer**

**~ Resolution #04 – 2021 [Operating Account Bill List]**

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

**~ Resolution #05 – 2021 [Developer Account Bill List]**

Motion Mr. Schwemm, seconded by Mr. Pfrommer, to approve the January 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 made a motion, seconded by Mr. Pfrommer, to approve the December 2020 meeting minutes. All voted yes.

**~ Resolution #06 – 2021 [Adjustments]**

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

Mr. Ridgway advised that he continues to be in contact with counsel regarding the Lakeside Force Main concern.

A motion to adjourn the meeting was made by Mr. Pfrommer, seconded by Mr. Schwemm at 6:03 PM. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: February 16, 2021

**Engineer's Report**  
**Egg Harbor Township MUA**  
**January 19, 2021**

**Engineering Projects**

**1. Emergency Maintenance Contract**

No emergency or maintenance work was completed within the last month. Our office met with representatives for Arthur Henry to discuss the billing and efforts utilized to complete the lateral repair at 153 Bevis Mill Road earlier this month. After an extended discussion it was agreed that Arthur Henry would reduce their billing by approximately \$30,000. The reduction accounts for billing corrections, and the means and methods applied during the attempted repair.

We have recommended a final payment in the amount of \$10,000.00 to Arthur Henry from the Operating Account for the work completed on 153 Bevis Mill Road.

**2. ACUA Contract Administration**

The ACUA maintenance reports have been normal over the past month. They have notified our office that the check valves are worn at the Bayport station. We will further investigate and determine whether to replace or repair the valves.

There are currently seven (7) stations operating with a single pump due to various causes. Dogwood pump no. 2 was sent to Willier to be repaired. We are waiting on confirmation whether the repair work will have warranty coverage.

Whitewater pump no. 2 was sent to AC Schultes due to a seal failure. We are waiting for the repair quote.

Pump No. 1 from Island Inn failed within the last week and was sent to AC Schultes. The issue appears to be the motor windings and we have been told the repair work would covered by the warranty.

We solicited a request for quotes to clean and complete a visual inspection of the pumping equipment at the Old Zion pump station to determine why pump no. 2 is not pumping properly. A report of bids will be provided at the meeting.

Pump No. 2 at the Lyons Court station was taken out of service due to a hole in the discharge piping, which reduced its pumping efficiency. We reached out to B&H Contracting, Inc. to obtain pricing to replace the deteriorated discharge pipe.

Pump No. 2 was also taken out of service at the Reega station last month. A coupling appears to have deteriorated and created a leak every time pump no. 2 cycled. We obtained a price from B&H Contracting, Inc. in the amount of \$9,155.00 to replace the deteriorated piping and coupler. The work is scheduled to be completed within the next week.

Only one pump is operating at the Fountain Lakes station due to a failed drive and pump. We were originally looking to replace the equipment based on the original design information but due to extended pump run times our office completed an analysis of the station operation and design conditions. We have determined that station requires larger pumps and drives to properly operate. We are finalizing the selection of the new equipment and anticipated costs. In order to maintain station operation, we obtained pricing from B&H Contracting, Inc. to install a bypass adapter in case we experience a pump failure. The cost to reconfigure the discharge piping and install the bypass is \$3,510.00. The work is expected to be completed later this week once the necessary materials have been received.

### 3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings within the past month. They assisted with pumping down the wells at the Helen and Fountain Lakes station, and cleaned up an overflow at 206 Lyons Court due to a backup. Caprioni provided preventative maintenance line jetting at various locations throughout the Township selected by the Authority Operator. Caprioni also assisted with a root blockage at 22 Idlewood Avenue.

We have recommended a payment in the amount of \$12,357.00 from the Operating Account for the work completed in December.

### 4. Spills

There were no spill incidents within the last month.

### 5. Delancy / Hingston Generator Replacements

The contractor, Scolfo Electric, has completed the installation of the generators and transfer switches at all three stations. The diesel generator at the Hingston has been officially tested and is now in service. The gas meters for the generators at the Delancy and Country Aire stations have been installed. The full start up testing for those generators will be completed in February.

There are no payments due at this time.

### 6. Helen Pump Station Valve Replacements

The contractor, Seashore Associated Mechanical, have completed the work to replace the isolation and check valves last month.

We have recommended a payment in the amount of \$5,500.00 from the Operating Account for the work completed.

7. 2020 Phase II - Video Inspection and Main Cleaning

The contractor for the project, American Pipe Cleaning, has completed all the work required within the project limits. A Change Order was submitted for the cleaning and video inspection of an additional 820 linear feet of sanitary main located along Carriage House Lane.

We have recommended a Final payment in the amount of \$77,595.07 for the work completed.

8. Old Zion Pump Station Cleaning & Inspection

The Authority received informal quotations for the cleaning and inspection of the Old Zion pump station on Wednesday, January 13th. A report of bids will be provided at the meeting.

9. Farmington East

Our office began the process of preparing the CAFRA & Treatment Works applications for the project. We anticipate submitting the CAFRA application in February.

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**

**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>	January 19, 2021
<b>Resolution #</b>	01 – 2021
<b>Contract #</b>	#123 – Old Zion Pump Station Repairs
<b>Vendor</b>	DiMeglio Septic, Inc
<b>Amount</b>	\$ 5,248.00
<b>Reason</b>	Pump station cleaning and inspection
<b>Time Period</b>	2021
<b>Budget Line Item</b>	Repair & Maintenance

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Henry C. Schwemm, Treasurer

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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:

<b>Date</b>	January 19, 2021
<b>Resolution #</b>	02 - 2021
<b>Vendor</b>	American Pipe Cleaning, LLC
<b>Contract</b>	#120 – 2020 Video Inspection & Main Cleaning
<b>Amount</b>	Change Order #1 [\$1,443.20]
<b>Reason</b>	Video additional 820'
<b>Time Period</b>	2020
<b>Budget Line Item</b>	Capital: System Rehabilitation

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary



**EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 03 – 2021**

*Purpose: Annual Connection Fee*

**WHEREAS**, the Egg Harbor Township Municipal Utilities 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 particularly set forth in the Act; and

**WHEREAS**, pursuant to NJSA 40:14B-22 and the statutory formula set forth therein the Authority has reviewed its Connection Fee for 2021.

**NOW THEREFORE** be it resolved by the Egg Harbor Township Municipal Utilities Authority has determined as follows:

1. The recitals set forth above are incorporated herein as though set forth full in this Resolution
2. The Authority has determined the Connection Fee shall be set at \$2,075.00 per Equivalent Dwelling Unit (EDU) and shall be effective as of February 1, 2021 and shall remain in effect until January 31, 2022.

Dated: January 19, 2021

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Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 04 – 2021**

**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: January 19, 2021

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Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of January 19, 2021**

01/15/21

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		February Payroll	-41,294.19
TEPS	State of NJ Health Benefits	Health & Rx - January 2021	-13,230.35
11238	Egg Harbor Township - Dental	Dental - January 2021	-601.12
11239	American Water Capital Corp	Customer No. 305657	-301.32
11240	Barber Consulting Services LLC	Invoice # 1912	-131.25
11241	Mossman's Business Machines	Invoice # 9932	-27.61
11242	Press of Atlantic City, The	Acct. # 8000571	-31.08
11243	Staples Business Advantage	Customer: PHL 1057418	-354.26
11244	ACE Hardware	Customer #552303	-143.35
11245	Advance Auto Parts	Acct. # 1870851868	-172.84
11246	All County Exteriors LLC	Invoice # 56992	-125.00
11247	Applied Analytics, Inc.	Invoice # A20-23794	-2,034.00
11248	Caterina Supply, Inc.	Cast Iron C/O Frames	-11,250.00
11249	Joe & Jack's Auto Repair	Service 12/04/20	-70.81
11250	One Call Concepts, Inc.	Account # 12-EGC	-3,258.56
11251	Seashore Associated Mechanical	Invoice #4117	-5,500.00
11252	Xylem Dewatering Solutions, Inc.	Invoice # 401057721	-1,590.34
11253	AT & T	Acct. # 020 595 7994/5499	-51.62
11254	Atlantic City Electric	multiple accounts	-16,958.48
11255	New Jersey American Water Co.	multiple accounts	-719.28
11256	South Jersey Gas	multiple accounts	-153.77
11257	Verizon	Acct. #550-790-961-0001-97	-75.05
11258	Verizon Wireless	Acct. # 200702280-00001	-242.20
11259	American Pipe Cleaning, LLC	Contract No. 120 - Pay Estimate 2 - Final	-77,595.07
11260	Caproni Family Septic	Account # 1448	-12,357.00
11261	Polistina & Associates, LLC	December 2020	-54,655.25
11262	Ridgway Legal	December 2020	-8,458.25
	Total Operating Account		-251,382.05
<b>TOTAL</b>			<b>-251,382.05</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 05 – 2021**

**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: January 19, 2021

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Theresa Prendergast, Secretary

5:17 PM

01/15/21

Accrual Basis

EHTMUA

Checks Written - Developer Account

As of January 19, 2021

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3400	Polistina and Associates	December 2020	-560.00
	Total Developer Account		-560.00
<b>TOTAL</b>			<b>-560.00</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION # 06 – 2021**

**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.

- December 2020 Adjustments

Dated: January 19, 2021

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

December 2020

	<u>Date</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
<b>Delinquent Charges</b>	12/08/2020	5720-0	Military	-33.15