

Regular Meeting ~ Agenda

Tuesday, March 16, 2021
5:30 PM

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

Meeting Location

Egg Harbor Township Community Center
5045 English Creek Avenue, Egg Harbor Township, NJ

Opening Statement Pursuant to the Open Public Meetings Act

Roll Call & Flag Salute

General Public Discussion

Applications / Project Status

~ Block 6901, Lot 32 [1790 Mays Landing Road)
Baybreeze Village

~ Block 2102, Lot 4 [Fire Road]
FW Webb – proposed easement

~ Resolution #14 – 2021 {Memorialization}
Block 401, Lots 1-6, 20 [Delilah and Westcoat Roads]
Airport Business Center

Engineer Report

~ Resolution # 20 – 2021 [Certification of Funds]
Landscape Contract

~ Resolution # 21 – 2021 [Certification of Funds – Change Order #1]
Contract #119 - Generators

Treasurer's Report

~ Resolution # 22 – 2021
Approve Bill List [Operating Account]

~ Resolution # 23 – 2021
Approve Bill List [Developer Account]

Administrative Report

~ February 2021 minutes

~ Resolution # 24 – 2021
February 2021 Adjustments

Other Business (not listed on the Agenda)

Closed Session

~ Resolution # 25 – 2021

Adjournment

Formal action may or may not be taken.

March 16, 2021
Meeting Minutes

Meeting Location: EHT Community Center, 5045 English Creek Avenue

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.

| | | |
|-------------------|--|---------|
| Roll Call: | Michael Duffy, Chairman | absent |
| | Charles Pfrommer, Vice-Chairman | present |
| | H. Chris Schwemm, Treasurer | present |
| | Theresa Moschetto, Commissioner | present |
| | Anthony DiDonato, Alternate Commissioner | present |

Vincent Polistina, Engineer and John Ridgway, Solicitor were in attendance. Lori Ward, Clerk was also present. Chairman Duffy was excused from this 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.

Applications / Project Status

Block 6901, Lot 32 [1790 Mays Landing Road) Baybreeze Village

Representatives Present: Ginny Faneli, Bill Swiderski, Eric Mann

Mr. Polistina briefly explained the changes that have been made to the proposed plans. Although there are a few minor details that need to be amended, Mr. Polistina recommended granting final approval in order for the project to proceed with obtaining approvals and financing. It was agreed that no other properties will be permitted to tie into the force main without further review. Additional DEP and CAFRA permitting will be required if there are additional connections. Mr. Schwemm made a motion, seconded by Mrs. Moschetto to grant final approval with the condition that all review comments are addressed. All voted yes.

~ Resolution #14 – 2021 {Memorialization}

Block 401, Lots 1-6, 20 [Delilah & Westcoat Road] Airport Business Center

This resolution granted Preliminary Approval for the proposed project, specifically the hotel. Mr. Schwemm made a motion to adopt the resolution, seconded by Mrs. Moschetto and all voted yes.

Block 2102, Lot 4 [Fire Road] FW Webb

An amended plan has been submitted showing a proposed connection to the gravity main in Washington Avenue through an easement along the property line of the newly constructed Car Toyz. This deviation from the original proposed route is due to the vacation of Hampton Avenue. The developer and the Authority were not aware of the street vacation at the time the initial application was submitted and approved. Mr. Schwemm commented that the Authority will have the final decision on whether an easement will be permitted and, in the meantime, Mr. Polistina will advise the applicant to investigate another route.

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

~ **Resolution #20 – 2021 [Certification of Funds]**

Landscaping – Contract #117

Motion Mr. Schwemm, seconded by Mrs. Moschetto, to extend the current Landscape contract with Guzzo Landscaping with a 1% increase to \$22,220.00 All voted yes.

~ **Resolution #21 – 2021 [Certification of Funds – Change Order #1]**

Generators – Contract #119

A motion was made by Mr. Schwemm, seconded by Mrs. Moschetto, to authorize a change order in the amount of \$6,100.00. All voted yes.

Treasurer

~ **Resolution #22 – 2021 [Operating Account Bill List]**

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

~ **Resolution #23 – 2021 [Developer Account Bill List]**

Motion Mr. Schwemm, seconded by Mrs. Moschetto, to approve the March 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 Mrs. Moschetto, to approve the February 2021 meeting minutes. All voted yes.

~ **Resolution #24 – 2021 [Adjustments]**

Motion made by Mr. Schwemm, seconded by Mrs. Moschetto to approve the February 2021 account adjustment. All voted yes.

A five-year Arbitrage calculation is required for the 2016 Bonds. AMTEC has provided a proposal in the amount of \$1,600.00 to perform the evaluation and provide the necessary report. Mrs. Moschetto made the motion, seconded by Mr. DiDonato to engage with AMTEC. All voted yes.

Joining the North Jersey Wastewater Co-Op will provide an opportunity to purchase equipment at a discounted rate. Mr. DiDonato made a motion to authorize joining the Co-Op. Mrs. Moschetto seconded the motion and all voted yes.

~ **Resolution #26 – 2021**

~ **Resolution #25 – 2021 [Closed Session] 6:07 PM**

Motion made by Mr. Schwemm, seconded by Mrs. Moschetto to enter into closed session to discuss the status of the Wedgewood Drive damage as well as the Lakeside Pump Station force main easement. The minutes of the closed session will be released once the items discussed have been resolved. All voted yes.

Return to Open Session - 6:15 PM

No formal action was taken during the closed session.

Mr. DiDonato made a motion, seconded by Mr. Schwemm to authorize Mr. Ridgway to resolve the dispute with the Nature Preservation Council in regards to the Lakeside force main easement. All voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Moschetto at 6:25 PM. All voted yes.

Charles Pfrommer, Acting Secretary

Prepared by Lori Ward, Clerk

Date Approved: April 20, 2021

Vincent J. Polistina, PE, PP, CME
Craig R. Hurlless, PE, PP, CME
Ronald N. Curcio, PE, PP



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

Engineer's Report
Egg Harbor Township MUA
March 16, 2021

Engineering Projects

1. Emergency Maintenance Contract

Over the past month, Arthur Henry completed the disconnections for the four motels located in West Atlantic City that the Township purchased last year. They also replaced a section of concrete sidewalk that was removed during the repair at 10 Tudor Avenue in early February.

The billing information has not yet been received.

2. ACUA Contract Administration

The ACUA maintenance reports have been normal over the past month. There are currently four (4) stations operating with a single pump due to various causes. Pump No. 2 from the Dogwood station was removed from service and sent to AC Schultes due to a mechanical failure. We are still waiting for the pump to be returned. A spare pump was put into the station in case of emergency.

We obtained a repair quote for pump No. 1 from the Island Inn station which was equivalent to a new pump. We are currently pricing potential replacement options.

A replacement pump and variable frequency drive was selected and ordered for the Fountain Lakes station. The replacement equipment will improve the operation of the station.

There is a single pump operating at the Old Zion station due to the deteriorated discharge piping and pump connections. Our office began the process of reviewing the required upgrades and started to prepare the necessary design documents.

The discharge piping was replaced last week at the Lyons Court station. Both pumps are now back in operation.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings within the past month. They provided maintenance line jetting at various locations throughout the Township as selected by the Authority Operator. Caprioni also assisted with maintaining the flow at the Miami during a repair of the Godwin pump.

Caprioni cleaned one Linwood wet well last month and performed maintenance jetting at several locations.

We have recommended a payment in the amount of \$10,997.75 from the Operating Account for the work completed in February.

4. Spills

There were no spill incidents within the last month.

5. Delancy / Hingston Generator Replacements

All of the generators and transfer switches have been installed. South Jersey Gas is scheduled to make an adjustment to one of the meters this week. Once completed all three generators will be put into service.

Scalfo Electric performed the necessary repairs to reset and rewire the Brookside generator which had been moved off its base during a recent motor vehicle incident. A change order in the amount of \$6,100.00 was completed for the additional work.

We have recommended a payment in the amount of \$19,012.00 for the work completed to date.

6. WillowBrook Pump Station

Our office is in the process of finalizing the design / bid plans for the replacement of the existing pumps, discharge piping and associated appurtenances.

7. Lyons Court

The contractor, B&H Contracting, completed the replacement of both discharge pipes last week. The billing was just received earlier today. Final payment will be prepared for next month's meeting.

8. Farmington East

Our office is finalizing the CAFRA application for the project and we anticipate having all the documents ready for submission within the next few weeks.

9. Pump Station Generator & Control Panel Improvements

This project includes the replacement of several existing generators, some of which will be re-used at other locations, and other improvements at the Joanne and Brookside pump stations. The plans and

specifications have been completed and we anticipate submitting the application to the i-bank later this month.

10. **Miami Pump Station Elimination**

The Authority received formal notice of the increase in the allocated funding amount of \$927,271.00. We are reviewing the plans to determine to potentially save on costs. We anticipate having the bid documents available for bid within the next few weeks.

11. **FAA Pump Station Relocation**

We are continuing to await the authorization to advertise to be issued by the Trust. We anticipate the project should be out for bid during the month of April.

Developer Projects

Extension Applications

1. **F.W. Webb**

The developer is proposing to construct a retail / warehouse facility with frontage along Fire Road near Washington Avenue.

Connection Applications

1. **Randy Portnoy - 7007 Ridge Avenue**

The applicant has proposed to construct a new service lateral for the construction of a new single-family dwellings to be located at 7007 Ridge Avenue.

2. **Randy Portnoy - 3082 Tremont Avenue**

The applicant is proposing to construct a new single-family dwelling at 3082 Tremont Avenue and utilize the existing sanitary lateral.

3. **Randy Portnoy - 3084 Tremont Avenue**

The applicant has proposed to construct a new single-family dwelling at 3084 Tremont Avenue and utilize the existing sanitary lateral.

4. **Randy Portnoy - 154 Bevis Mill Road**

The applicant is proposing to construct a new single-family dwelling at 154 Bevis Mill Road and utilize the existing sanitary lateral.

5. Kyle Ermelin - 42 Seaview Drive

The applicant is proposing to reconnect the modified single-family dwelling to the existing sanitary lateral. The home was previously disconnect so it could be raised in elevation.

6. Caring, Inc. - Len Varvaro

The applicant is proposed to construct a new service lateral for the connection of an existing retail facility at 5075 Spruce Avenue.

7. Randy Portnoy - 97 Eisenhower Avenue

The applicant has proposed to construct a new single-family dwelling at 97 Eisenhower Avenue and utilize the existing sanitary lateral.

8. Tom Dunn - 154, 156, 159, 161 Rochelle Lane

The applicant has submitted four separate Connection applications for the construction of four new single-family dwellings to be located along Rochelle Lane. All of the proposed dwellings front along an existing sanitary main and will utilize the existing sanitary lateral left for each lot.

Change of Use Applications

None

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:

| | |
|-------------------------|---|
| Date | March 16, 2021 |
| Resolution # | 20 – 2021 |
| Contract # | 117 – Pump Station Landscaping |
| Vendor | A Guzzo Landscaping, LLC |
| Amount | 2020 = \$ 22,000.00 2021 = \$ 22,220.00 [1 Year Extension of Contract] |
| Reason | Landscape Maintenance Contract |
| Time Period | April 1, 2021 – March 31, 2022 |
| Budget Line Item | Contract Services |

Henry C. Schwemm, Treasurer

Charles Pfrommer, Assistant 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:

| | |
|-------------------------|------------------------------|
| Date | March 16, 2021 |
| Resolution # | 21 - 2021 |
| Vendor | Scalfo Electric |
| Contract | #119 Generators |
| Amount | Change Order #1 [\$6,100.00] |
| Reason | Brookside Pump Station - |
| Budget Line Item | Repair & Maintenance |

Henry C. Schwemm, Treasurer

Charles Pfrommer, Assistant Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 22 – 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: March 16, 2021

Charles Pfrommer, Assistant Secretary

Egg Harbor Township Municipal Utilities Authority Checks Written - Operating Account

03/12/21

As of March 16, 2021

Accrual Basis

| Num | Name | Memo | Amount |
|--------------------------|----------------------------------|--|--------------------|
| Operating Account | | | |
| | | April Payroll and annual PERS payment | -103,595.47 |
| TEPS | State of NJ Health Benefits | Health & Rx - March 2021 | -12,106.02 |
| 11307 | Egg Harbor Township - Dental | Dental Benefits - March 2021 | -601.12 |
| 11308 | American Water Capital Corp | Customer No. 305657 | -297.92 |
| 11309 | Barber Consulting Services LLC | Invoice # 1981 | -535.92 |
| 11310 | CASA Payroll Service | Acct. # 16300; Invoice # | -153.50 |
| 11311 | Mossman's Business Machines | Invoice # 10162 | -20.13 |
| 11312 | Press of Atlantic City, The | Acct. # 8000571 | -198.24 |
| 11313 | Staples Business Advantage | Customer: PHL 1057418 | -14.81 |
| 11314 | W.B. Mason Co., Inc. | Customer No. C2165338 | -57.98 |
| 11315 | ACE Hardware | Customer #552303 | -44.97 |
| 11316 | Advance Auto Parts | Acct. # 1870851868 | -113.00 |
| 11317 | Caterina Supply, Inc. | Customer No. 1EHT30 | -568.00 |
| 11318 | Elder Pest Control | Pest Elimination Agreement 03-10-21 | -1,272.00 |
| 11319 | F.W. Webb Company | Invoice # 70640911 & 11-2 | -317.82 |
| 11320 | GenServe, Inc. | Customer No. 30-EGGHAR5 | -753.44 |
| 11321 | Johnson & Towers, Inc. | Customer # 15971 | -613.76 |
| 11322 | One Call Concepts, Inc. | Account # 12-EGC | -574.83 |
| 11323 | Reiner Pump Systems, Inc. | Fountain Lakes PS | -6,610.00 |
| 11324 | Sun Coast Hyd. & Elec. Mfg. | Invoice # 133111-00 & 133775-00 | -1,392.46 |
| 11325 | Verizon Connect | Acct # 368000012540 | -41.13 |
| 11326 | Xylem Dewatering Solutions, Inc. | Customer No. 5217 | -3,324.31 |
| 11327 | Atlantic City Electric | multiple accounts | -16,271.99 |
| 11328 | New Jersey American Water Co. | multiple accounts | -626.34 |
| 11329 | South Jersey Gas | multiple accounts | -142.96 |
| 11330 | Verizon | Acct. #550-790-961-0001-97 | -75.05 |
| 11331 | Verizon Wireless | Acct. # 200702280-00001 | -213.87 |
| 11332 | A. Guzzo Landscaping, LLC | Country Aire & Miami PS | -1,175.00 |
| 11333 | Caproni Family Septic | Account # 1448 | -10,997.75 |
| 11334 | Scalfo Electric, Inc. | Contract No. 19 Generators; Pay Estimate No. 2 | -19,012.00 |
| 11335 | Polistina & Associates, LLC | February 2021 | -19,801.50 |
| 11336 | Ridgway Legal | February 2021 | -13,491.00 |
| Total Operating Account | | | -215,014.29 |
| TOTAL | | | -215,014.29 |

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 23 – 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: March 16, 2021

Charles Pfrommer, Assistant Secretary

3:01 PM

03/12/21

Accrual Basis

EHTMUA

Checks Written - Developer Account

As of March 16, 2021

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|--------------------------|--------------------------|---------------|------------------|
| Developer Account | | | |
| 3403 | Polistina and Associates | February 2021 | -5,126.50 |
| 3404 | Ridgway Legal | February 2021 | -805.00 |
| | Total Developer Account | | -5,931.50 |
| TOTAL | | | -5,931.50 |

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 24 – 2021

Resolution authorizing adjustments to Customer Accounts

BE IT RESOLVED, by the Egg Harbor Township Municipal Utilities Authority that all adjustments made in February 2021 are hereby approved.

Dated: March 16, 2021

Charles Pfrommer, Assistant Secretary

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

RESOLUTION # 25 – 2021

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 Litigation

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: March 16, 2021

Charles Pfrommer
Acting Secretary