

Regular Meeting

Wednesday, February 15, 2012

6:00 PM

Mayor's Conference Room

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

Agenda

Call meeting to order

Public Meeting Announcement

Roll Call: Nathan Davis, Chairman
 Stanley Glassey, Vice Chairman
 H. Chris Schwemm, Treasurer
 Theresa Prendergast, Secretary
 Michael Duffy, Commissioner
 Charles Pfrommer, Alternate Commissioner

Re-Organization

Open Meeting to the Public

Applications /Project Status

Ratification of Administrative Action

Resolution Memorialization

Authority Engineer

Treasurer's Report

Authority Clerk

New Business

Subcommittee Reports

Closed Session (If Necessary)

Adjournment

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

**Wednesday, February 15, 2012
6:00 PM – Mayor’s Conference Room**

Minutes

Chairman Davis called the meeting to order at 6:00 PM and read the Opening Statement pursuant to the Open Public Meetings Act.

Roll Call: Nathan Davis, Chairman – Present
Stanley Glassey, Vice-Chairman – Absent
H. Chris Schwemm, Treasurer – Absent
Theresa Prendergast, Secretary – Present
Michael Duffy, Commissioner – Present
Charles Pfrommer, Alternate Commissioner - Present

Also in attendance: Engineer Vince Polistina, Attorney John Ridgway, and Authority Clerk Elaine Super. Mr. Glassey and Mr. Schwemm were excused from the meeting.

Re-Organization

Resolution #7 – 2012 – Appoints the following positions of the Authority Commissioners: Nathan Davis, Chairman; Stanley Glassey, Vice Chairman, Alternate Secretary; Henry Schwemm, Treasurer; Theresa Prendergast, Secretary, Michael Duffy, Commissioner, 2nd Alternate Secretary; Charles Pfrommer, Alternate Commissioner. Motion Mr. Pfrommer second Mrs. Prendergast to approve. All vote yes.

Resolution #8 – 2012 – Appoints the Solicitor of the Authority to a one (1) year term: Solicitor, John Ridgway, Ridgway & Ridgway. Motion Mr. Duffy second Mrs. Prendergast to approve. All vote yes.

Resolution #9 – 2012 – Appoints the Engineer of the Authority to a one (1) year term: Vincent Polistina, Polistina & Associates. Motion Mr. Pfrommer second Mr. Duffy to approve. All vote yes.

Resolution #10 – 2012 – Appoints the Conflict Engineer of the Authority to a one (1) year term: Edward Vernick, Remington, Vernick & Walberg. Motion Mr. Duffy second Mr. Pfrommer to approve. All vote yes.

Resolution #11 – 2012 – Appoints the Auditor of the Authority to a one (1) year term: Kenneth Moore, Ford Scott & Associates. Motion Mrs. Prendergast second Mr. Pfrommer to approve. All vote yes.

Resolution #12 – 2012 – Appoints the Risk Management Consultant to the Authority to a one (1) year term: Timothy Tighe, CJ Adams. Motion Mr. Duffy second Mrs. Prendergast to approve. All vote yes.

Resolution #13 – 2012 – Appoints Licensed Operator: William Hiller. Motion Mr. Duffy second Mrs. Prendergast to approve. All vote yes.

Resolution #14 – 2012 – Appoints the Authority Staff, Authority Clerk, Elaine Super; Clerical Assistants, Lori Ward, Tracy Simpson, Bookkeeper Robin Veloso; Authority Inspector Mark Wyman, Authority Engineer Vincent Polistina and Authority Attorney John Ridgway. Motion Mr. Pfrommer second Mrs. Prendergast to approve. All vote yes.

Resolution #15 – 2012 – Designates that the Authority meetings will be held in the EHT Municipal Building on the third Wednesday of each month, except in November 2012 at which time the meeting will be held on the second Wednesday. Work sessions, if needed, will be held on the first Wednesday of each month. The time of the meeting shall be 5:30 PM. Motion Mr. Duffy second Mrs. Prendergast to approve.

Resolution #16 – 2012 – Designates Cape Bank to be the official depository for checking and savings bank accounts. Motion Mr. Duffy second Mr. Pfrommer to approve. All vote yes.

Resolution #17 – 2012 – Designates TD Bank to be the official depository for all bond accounts. Motion Mr. Duffy second Mr. Pfrommer to approve. All vote yes.

Resolution #18 – 2012 – Certifies that Nathan Davis, Stanley Glassey, Theresa Prendergast and Henry Schwemm to be the trustees for the Authority's bonds. Motion Mr. Pfrommer second Mr. Duffy to approve. All vote yes.

Resolution #19 – 2012 – Designates The Press of Atlantic City and the Mainland Journal as the official newspapers of the Authority. Motion Mr. Duffy second Mrs. Prendergast to approve. All vote yes.

Open Meeting to the Public

There was no public in attendance. Motion Mr. Duffy second Mr. Pfrommer to close the public portion of the meeting. All vote yes.

Applications/Project Status/Updates/Discussion

None

Resolution Memorialization

None

Engineer Report – The Engineer's Report is attached and made a part of these minutes.

Mr. Polistina reported that after recent discussions with FAA representatives, there may be an issue with groundwater contamination that may halt the relocation of the FAA pump station.

Steeplechase Village has been mandated to connect to the sanitary sewer system by the DEP due to on-site septic problems. Concerned over the expense of the Connection Fee, it was suggested that the Authority review the way in which it calculates the Connection Fee for mobile home parks. In addition, Mrs. Super will contact the Township Clerks office for information on how Rent Review Board would view the fees if imposed on the mobile home park owner.

Treasurer's Report

Mr. Schwemm was absent, however, he certified via e-mail that there were sufficient funds in each account to pay all bills presented.

Motion Mrs. Prendergast second Mr. Pfrommer to approve all vouchers presented for payment out of the Operating Account (\$919,987.56). All vote yes.

Motion Mrs. Prendergast second Mr. Pfrommer to approve all vouchers presented for payment out of the Developer Account (\$4,728.00). All vote yes.

Motion Mrs. Prendergast second Mr. Pfrommer to approve the Construction Fund voucher (\$123,035.91). All vote yes. Resolution #20-2012.

Clerk's Report – The Clerk's report is attached and made a part of these minutes.

Motion Mrs. Prendergast second Mr. Pfrommer to approve the January 2012 adjustments. All vote yes. Resolution #21-2012

Motion Mr. Duffy second Mr. Pfrommer to approve the January 2012 minutes and the January closed session minutes, with revisions as discussed. All vote yes.

Mr. Super advised the Commissioners of a request from the Township Committee, through the Township Administrator. The request was to explore the possibility of returning to quarterly billing. This request appears to have come due to the high number of properties that went into the Township Tax Sale held in January. This topic was discussed at length, specifically the number of reminder/delinquent notices that were provided to the property owners. In addition to the bill that was mailed in August, six additional notices were mailed throughout the year. Again, it was determined that the billing process did not cause the problem with the tax sale as the bill that was mailed included all charges that could possibly have gone into tax sale. Sending quarterly bills will impose a higher financial burden on the MUA, therefore it was determined that no decision would be made until May, when the budget is reviewed. Mr. Miller will be advised of this discussion.

Motion Mrs. Prendergast second Mr. Duffy to adjourn the meeting at 6:45 PM. All vote yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved

February 15, 2012 Minutes
Approved at the March 21, 2012 Meeting

Engineer's Report
Egg Harbor Township MUA
February 15, 2012

Engineering Projects

1. Emergency Maintenance Contract

Weco Construction completed a repair to a sanitary cleanout located at 221 Sandpiper Avenue within the last month. The cleanout was obstructed and prevented plunging to remove a blockage. A bill has not yet been submitted.

2. ACUA Contract Administration

The maintenance logs from the ACUA have been normal over the past month. There are a total of three (3) pumps currently out of service. The one pump from the Seapines station required a new volute so it was removed from service and both pumps from the Fountain Lakes station were removed. Two small reserve pumps have been used to keep the Fountain Lakes station operational while the original pumps were sent for repair. The two reserve pumps were taken out of the Reega station several years ago during the upgrade of the station and were kept as reserves in case of emergency.

Due to the amount of wear on the two existing pumps from the Fountain Lakes station we authorized the purchase of two replacement pumps from KSB. We anticipate the new pumps will provide a better hydraulic performance than the existing pumps. The total cost of the replacement pumps and associated equipment will be \$13,372.00. Delivery is expected within the next three (3) weeks.

As noted last month the cost of the new volute for the Seapines pump is \$1,682.45.

The Yeomans pump from the Front Street has had several problems over the past six months, but nothing was found to be physically wrong with the pump. The pump was returned to service and we will be monitoring it closely.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic provided the normal preventative jetting services in several areas selected by the Authority Operator and completed the monthly wet well and basket cleanings. All work has been found to be satisfactory.

We have recommended a final payment in the amount of \$11,258.10 from the Operating Account for the work completed in January.

4. **Spills**

The Authority did not experience any spills over the course of the last month.

5. **West Atlantic City Rehabilitation Phase II**

The contractor began work two weeks ago and has completed the replacement of the sanitary mains along Genoa Avenue and Bay Drive. Work is expected to continue for the next several weeks. All feedback we have received from the residents thus far has been positive.

We have recommended a payment in the amount of \$112,387.41 for the work completed to date.

6. **Mobile Back-Up Pump Unit**

We are finalizing the bid documents for the purchase of a back-up pump for emergency situations. We anticipate receiving bids within the next month or two.

7. **Cardiff - Woodrow Basin Lateral and Cleanout Repair**

A contract for this project was awarded at last month's meeting to Utility Innovations, Inc. A preconstruction meeting was held on Thursday, January 26th and the contractor has provided all of the necessary submittals. Work is anticipated to begin within the next two weeks.

8. **2011 Pump Station Component Painting**

A contract for this project was awarded at last month's meeting to East Coast Painting & Maintenance, LLC. A preconstruction meeting is scheduled to be held next week and work is anticipated to begin the beginning of March.

9. **Mission RTU Upgrades**

We have authorized the ACUA to purchase the new units for the Storybook and Dogwood stations and we expect the units to be installed later this month. We do not anticipate adding any additional units this calendar year.

10. **GIS System**

Our office has been working on several of the existing sanitary as-built plans for incorporation into the GIS system.

11. Deull Fuel Easement

It is our understanding that discussions are continuing to be held regarding the status of this property.

12. FAA PS Relocation and Gravity Main Extension

A meeting was held with representatives from the Authority and FAA staff to discuss several on-site items that need to be resolved prior to moving forward with the public bidding of the project.

Developer Projects

1. Next Generation Aviation

A meeting occurred last week between our office and the construction entities involved with the station. We are attempting to finalize the last few remaining issues.

Vince Polistina
Authority Engineer

**Egg Harbor Township MUA
Clerk's Report**

February 2012

Account / Billing Information

Residential	1/31/11	1/31/12	Commercial	1/31/11	1/31/12
Units	12,648	12,775	Units	549	568
Accounts	11,185	11,309	Accounts	549	568
Delinquent Accounts	2,574	3,665	Delinquent Accounts	146	159
Delinquent Amount	\$156,507	\$ 345,335	Delinquent Amount	\$102,765	\$ 143,148
<i>Last billing - 12/1/11</i>			<i>Last billing - 1/31/12</i>		

Connection Permits Issued [January - 7] [FY To Date - 54]

Customer Accounts

- Delinquent notices mailed February 1, 2012

- Through Peter Miller, the Township Committee has requested that the MUA reconsider sending quarterly bills instead of an annual bill.

Adjustment Requests

- January Adjustments Resolution

Administrative

- Minutes
 - January regular meeting & January closed session

- Flexible Spending Account / Premium Only Plan

Maintenance

- Markout Requests (January) - 343

Elaine Super, Authority Clerk

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EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 10 - 2013

Purpose: To appoint a Risk Management Consultant

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has a need to acquire a Risk Management Consultant, and

WHEREAS, NJSA 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq) requires that the Resolution authorizing the award of a contract for "Professional Services", must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic and the State of New Jersey as follows:

1. That **Timothy W. Tighe, C.J. Adams Company**, be and hereby is appointed as the Risk Management Consultant for the Authority, for the year 2013 with said terms to commence March 1, 2013 and expire February 28, 2014.
2. That the Risk Management Consultant shall be available as consultant to the Commissioners of the Authority and render such assistance as may be necessary for all insurance issues.
3. That this contract is awarded as a "Professional Service" contract, under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.
4. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
5. That a certified copy of this Resolution be published in The Press of Atlantic City and the Mainland Journal, as required by law within ten (10) days of its passage.
6. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

Attest: _____
Elaine Super, Authority Clerk

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 11 - 2013

Purpose: To appoint a Licensed Operator.

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that **WILLIAM HILLER** be and hereby is appointed Licensed Operator for the Authority.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 12 - 2013

Purpose: Appoint the Authority staff

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that **Elaine Super** shall be employed as the Authority Clerk hired on an at will basis in accordance with the personnel manual and shall receive those benefits normally afforded employees of the Egg Harbor Township Municipal Utilities Authority.

BE IT FURTHER RESOLVED that **Tracy Simpson** and **Lori Ward** shall be employed as Clerks, **Robin Veloso**, Bookkeeper and Certifying Agent, and **Jeff Ball**, Authority Inspector all hired on an at will basis in accordance with the personnel manual and shall receive those benefits normally afforded employees of the Egg Harbor Township Municipal Utilities Authority.

BE IT FURTHER RESOLVED that **Vincent Polistina** shall be employed part time as the Operations Engineer hired on an at will basis in accordance with the personnel manual and shall receive those benefits normally afforded employees of the Egg Harbor Township Municipal Utilities Authority.

BE IT FURTHER RESOLVED that **John Ridgway** shall be employed part time as the Authority Attorney hired on an at will basis in accordance with the personnel manual and shall receive those benefits normally afforded employees of the Egg Harbor Township Municipal Utilities Authority.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 13 - 2013

Purpose: To designate the location, day and time of the Authority meetings.

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that the Regular Meeting of the Authority shall be held on the third Wednesday of each month. All meetings will begin promptly at 5:30 P.M. in the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey.

BE IT FURTHER RESOLVED, work sessions, if needed, may be on the first Wednesday of each month or as otherwise specified by the Authority, at 5:30 P.M. in the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 14 - 2013

Purpose: To designate official depositories.

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that **Cape Bank** be and the same are hereby designated as the official depositories of the Authority funds for the year 2013, commencing March 1, 2013 and ending February 28, 2014.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 15 - 2013

Purpose: To designate official depositories for bond accounts.

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that **TD Bank** be and the same are hereby designed as the official depositories of the Authority bond accounts for the year 2013, commencing March 1, 2013 and ending February 28, 2014.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 16 - 2013

*Purpose: To certify the trustees for Authority Bonds.
Through February 28, 2014*

WHEREAS, it is necessary to have an Incumbency Certificate as required by the trustee of the Authority Bonds.

NOW, THEREFORE BE IT RESOLVED that the Egg Harbor Township Municipal Utilities Authority certifies its trustees that **NATHAN DAVIS** is Chairman, **MICHAEL DUFFY** is Vice-Chairman, **THERESA PRENDERGAST** is Secretary and **HENRY C. SCHWEMM, JR.** is Treasurer of the Egg Harbor Township Municipal Utilities Authority, as requested by US Bank, as trustee for various bond issues of the Egg Harbor Township Municipal Utilities Authority.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 17 - 2013

*Purpose: To designate the official newspapers.
March 1, 2013 – February 28, 2014*

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that the **MAINLAND JOURNAL** and **THE PRESS OF ATLANTIC CITY** are hereby designated as the official newspapers for Authority publications.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

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:

Date	February 20, 2013
Resolution #	18 - 2013
Contract	# 60 – Cardiff Center Sanitary Main Rehabilitation
Vendor	Mathis Construction
Original Contract Amount	\$ 269,631.20
Change Order Amount	\$ -25,291.20
Reason	Rehabilitation of sewer main through the Cardiff Center. Change order was necessary as paving was completed by an alternate contractor.
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

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:

Date	February 20, 2013
Resolution #	19 - 2013
Contract	# 62 – Brookside Joanne Ocean Heights Avenue Video Inspect
Vendor	Video Pipe Services, Inc
Original Contract Amount	\$ 57,412.08
Change Order Amount	\$ 8,866.17
Reason	Video inspect sanitary sewer lines ahead of rehabilitation project. Additional sewer mains were inspected beyond the original scope of the project limits.
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

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:

Date	February 20, 2013
Resolution #	20 - 2013
Contract	# 62 – Brookside Joanne Ocean Heights Avenue Video Inspect
Vendor	Video Pipe Services, Inc
Original Contract Amount	\$ 57,412.08
Change Order Amount	\$ -10.63
Reason	Video inspect sanitary sewer lines ahead of rehabilitation project. Quantities adjusted resulting in a decrease in price.
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

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:

Date	February 20, 2013
Resolution #	21 – 2013
Vendor	Ocean Construction
Amount	\$ 158,041.50
Reason	West Avenue Rehabilitation Project
Time Period	2012 – 2013 Fiscal Year
Budget Line Item	Cardiff Infrastructure Trust Fund (\$147,595.27) Budget – Repair and Maintenance (\$10,446.23)

Henry C. Schwemm, Treasurer

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:

Date	February 20, 2013
Resolution #	22 – 2013
Vendor	Video Pipe Services
Amount	\$ 16,678.50
Reason	Delilah Oaks Video Inspection
Time Period	2012 – 2013 Fiscal Year
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 23-2013

WHEREAS, The Egg Harbor Township Municipal Utilities Authority is desirous of transferring funds from its Bond Redemption and Improvement General Fund to its Operating Account, to be utilized for Operating Expenses

NOW THEREFORE, BE IT RESOLVED by the Authority that the sum of five hundred thousand dollars (\$500,000.00) be transferred from the Bond Redemption and Improvement General Fund (# 81-1779-70-1) of TD Bank, to the Operating Account (#571000579) of Cape Bank by February 21, 2013.

Certification

We certify that the transfer requested above will be utilized for Operating Expenses in accordance with the 2007 Bond Resolution.

Engineer

Treasurer

Date

Date

I, Theresa Prendergast, Secretary, for the Egg Harbor Township Municipal Utilities Authority, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Egg Harbor Township Municipal Utilities Authority held on the 20th day of February 2013 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 24 – 2013

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: February 20, 2013

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of February 20, 2013

Num	Name	Memo	Amount
Operating Account			
		March Payroll	-26,780.16
TEPS	State of NJ Health Benefits		-11,075.38
8373	Egg Harbor Township - Dental	Dental Benefits - February 2013	-494.46
8374	Crystal Springs	Invoice # 3228663 020113	-28.18
8375	Edmunds Direct Mail, Inc.	Invoice # 022013042-10	-392.94
8376	Egg Harbor Township - Office Rent	Office Rent - Feb thru April 2013	-12,500.00
		Reimbursement: Checks 1519 - 1523	-742.96
8377	Mainland Journal	Acct. # 108712DJ	-19.76
8378	MGL Printing Solutions	Acct. # E069; Invoice #110816&111134	-979.80
8379	Monzo Catanese, P.C.	Invoice # 31717	-3,945.00
8380	Mossman's Business Machine	Invoice #129542	-30.72
8381	Office Basics, Inc.	Acct. # 09272303	-264.04
8382	Press of Atlantic City, The	Acct. # 103389	-348.27
8383	Schwaab, Inc.	Acct. # 43019D; Invoice #C75598	-35.99
8384	TD Wealth	Invoice #5029400	-3,500.00
8385	US Postal Service- stamps & envel...	stamps	-66.00
8386	ACE Hardware	Customer #552303; Invoice #519963/5	-93.33
8387	Somers Point Police Department	Traffic Control 01/10/13	-577.01
8388	City of Somers Point	Anchorage Point flow for 2012	-12,900.00
8389	CW Sales Corporation	Acct. # EGGHAR; Inv. #106272	-244.82
8390	Egg Harbor Township - Fuel Usage	Fuel Usage: 08/01/12 - 12/31/12	-5,152.24
8391	Egg Harbor Township Police Depar...	Invoice # 274	-225.00
8392	Huber Locksmiths, Inc.	Invoice # 121532	-191.00
8393	Johnson & Towers, Inc.	Invoice # 0685838	-292.00
8394	One Call Concepts, Inc.	Invoice #3015254	-306.82
8395	USABlueBook	Invoice # 873112 & 873118	-688.06
8396	Xylem Dewatering Solutions, Inc.	Customer # 00005217	-5,260.00
8397	AT & T	Acct. # 020 595 7994/5499	-143.06
8398	Atlantic City Electric	multiple accounts	-16,742.72
8399	New Jersey American Water Co.	multiple accounts	-857.85
8400	South Jersey Gas	Acct: 11341704119 & 11338452912	-96.46
8401	Verizon	Acct. #201 Z42 0142 999 78 Y	-613.64
8402	Verizon Wireless	Acct. # 200702280-00001	-126.52
8403	Atlantic County Utilities Authority	1st Qtr User Fee	-726,172.00
8404	Caprioni Family Septic	January 2013	-12,348.23
8405	Mathis Construction Company	Cardiff Ctr Main Rehab - Pay Estimate No. 4 - F...	-5,230.23
8406	Perna Finnigan, Inc.	Pay Estimate No. 1	-263,480.57
8407	Video Pipe Services, Inc.	Contract No. 62 - Pay Estimate No. 1 - Final	-66,267.62
8408	Weco Construction, Inc.	January 2013	-26,319.89
8409	Polistina & Associates, LLC	January 2013	-49,817.75
8410	Polistina & Associates, LLC	January 2013	-13,930.00
8411	Ridgway & Ridgway	January 2013	-10,999.91
Total Operating Account			-1,280,280.39
TOTAL			-1,280,280.39

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 25 – 2013

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: February 20, 2013

Theresa Prendergast
Secretary

10:19 AM
02/20/13
Accrual Basis

EHTMUA
Checks Written - Developer Account
As of February 20, 2013

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
CB Developer Account			
3103	Polistina and Associates	January 2013	-1,035.00
	Total CB Developer Account		-1,035.00
TOTAL			-1,035.00

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

RESOLUTION # 28 – 2013

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:

Potential Litigation related to sewer line relocation responsibility

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: February 20, 2013

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 29 – 2013

***Purpose:** Appointment of Authorized Representative to represent the Authority in all matters relating to the project.*

Loan Number: 5340753-04

WHEREAS the Egg Harbor township Municipal Utilities Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for the replacement/rehabilitation of the Washington Avenue Interceptor Sewer Line.

The project involves the lining and replacement of two portions of an existing RCP gravity interceptor main that originates in Egg Harbor Township and terminates in the adjacent municipality of the City of Pleasantville. The interceptor main is owned and maintained by the Egg Harbor Township Municipal Utilities Authority. A portion of the interceptor located along Washington Avenue will be lined due to the deterioration of the existing RCP from hydrogen sulfide gases. The main to be lined is 27 inch diameter RCP and will be approximately 5,000 linear feet in length.

NOW, THEREFORE BE IT RESOLVED that **Vincent J. Polistina, Authority Engineer**, be authorized to act as the Authorized Representative to represent the Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust. The Authorized Representative may be contacted at:

Polistina & Associates, LLC
6684 Washington Avenue
Egg Harbor Township, NJ 08234-1825
Telephone: 609-646-2950

I do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by: Egg Harbor Township Municipal Utilities Authority, Township of Egg Harbor, County of Atlantic, State of New Jersey.

Dated: February 20, 2013

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION # 5 - 2013**

*Purpose: To appoint the positions of the Commissioners.
March 1, 2013 – February 28, 2014*

BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that **NATHAN DAVIS** shall preside as Chairman, **MICHAEL DUFFY** shall preside as Vice Chairman, **HENRY C. SCHWEMM** shall preside as Treasurer, **THERESA PRENDERGAST** shall preside as Secretary, **MICHAEL DUFFY** shall preside as Assistant Secretary, **CHARLES PFROMMER** shall preside as 2nd Assistant Secretary and **THERESA MOSCHETTO** shall preside as the Alternate Commissioner.

BE IT FURTHER RESOLVED that all warrants and checks to withdraw funds of the Authority shall hereinafter be signed by any three members of the Authority.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 6 - 2013

Purpose: To appoint a law firm to provide legal services.

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has a need to acquire professional legal services, and

WHEREAS, NJSA 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq) requires that the Resolution authorizing the award of a contract for "Professional Services", must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic and the State of New Jersey as follows:

1. That **Ridgway & Ridgway**, be and hereby is appointed to provide legal services for the Authority, for the year 2013 with said terms to commence March 1, 2013 and expire February 28, 2014.
2. That **Ridgway & Ridgway** shall be available as consultant to the Commissioners of the Authority and render such assistance as may be necessary for all legal issues.
3. That this contract is awarded as a "Professional Service" contract, under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.
4. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
5. That a certified copy of this Resolution be published in The Press of Atlantic City and the Mainland Journal, as required by law within ten (10) days of its passage.
6. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

Attest: _____

Elaine Super, Authority Clerk

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION #7 - 2013

Purpose: To appoint an engineering firm to provide engineering services.

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has a need to acquire professional engineering services, and

WHEREAS, NJSA 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq) requires that the Resolution authorizing the award of a contract for "Professional Services", must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic and the State of New Jersey as follows:

1. That **Polistina & Associates**, be and hereby is appointed to provide engineering services for the Authority, for the year 2013 with said terms to commence March 1, 2013 and expire February 28, 2014.
2. That **Polistina & Associates** shall be available as consultant to the Commissioners of the Authority and render such assistance as may be necessary for all engineering issues.
3. That this contract is awarded as a "Professional Service" contract, under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.
4. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
5. That a certified copy of this Resolution be published in The Press of Atlantic City and the Mainland Journal, as required by law within ten (10) days of its passage.
6. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

Attest: _____

Elaine Super, Authority Clerk

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 8 - 2013

Purpose: To appoint an engineering firm in the event of a conflict.

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has a need to acquire professional engineering services in the event that an alternate engineering firm is required, and

WHEREAS, NJSA 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals, and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq) requires that the Resolution authorizing the award of a contract for "Professional Services", must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic and the State of New Jersey as follows:

1. That **Remington, Vernick & Walberg**, be and hereby is appointed to provide engineering services, in the event of a conflict, for the Authority, for the year 2013 with said terms to commence March 1, 2013 and expire February 28, 2014.
2. That the Conflict Engineering firm shall be available as consultant to the Commissioners of the Authority and render such assistance as may be necessary for all engineering issues.
3. That this contract is awarded as a "Professional Service" contract, under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.
4. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
5. That a certified copy of this Resolution be published in The Press of Atlantic City and the Mainland Journal, as required by law within ten (10) days of its passage.
6. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

Attest: _____
Elaine Super, Authority Clerk

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 9 - 2013

Purpose: To appoint an auditing firm.

WHEREAS, the Egg Harbor Township Municipal Utilities Authority has a need to acquire professional auditing services, and

WHEREAS, N.J.S.A. 40A:5-4 provides that the Board of Commissioners of the Egg Harbor Township Municipal Utilities Authority shall cause an annual audit of its books, accounts and financial transactions to be made after the close of the fiscal year and for that purpose shall employ a Registered Municipal Accountant of the State of New Jersey; and

WHEREAS, NJSA 19:44A-20.4 provides for an Open and Fair Process through Requests for Proposals; and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq) requires that the Resolution authorizing the award of a contract for "Professional Services", must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic and the State of New Jersey as follows:

1. That **Ford Scott & Associates, LLC**, be and hereby is appointed to provide auditing services for the Authority, for the year 2013 with said terms to commence March 1, 2013 and expire February 28, 2014.
2. That the auditing firm shall be available as consultant to the Commissioners of the Authority and render such assistance as may be necessary for all accounting issues and the preparation of the budget and annual audit.
3. That this contract is awarded as a "Professional Service" contract, under the provisions of the Local Public Contracts Laws and the New Jersey Local Unit Pay to Play Law.
4. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
5. That a certified copy of this Resolution be published in The Press of Atlantic City and the Mainland Journal, as required by law within ten (10) days of its passage.
6. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly adopted at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 20th day of February, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Theresa Prendergast, Secretary

Attest: _____
Elaine Super, Authority Clerk