

Regular Meeting

Wednesday, March 21, 2012

5:30 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

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, March 21, 2012
5:30 PM – Mayor’s Conference Room**

Minutes

Chairman Davis called the meeting to order at 5:30 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 – Present
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 was excused from the meeting.

Open Meeting to the Public

There was no public in attendance. Motion Mrs. Prendergast second Mr. Schwemm 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 the West Atlantic City Rehab project is progressing on schedule and that the paving may be completed sooner than expected.

Due to several issues that have come up with the re-location of the FAA pumping station, the idea of constructing a new station adjacent to the existing station was discussed. Motion Mr. Schwemm second Mr. Duffy to authorize Mr. Polistina to move forward with a new plan to relocate the station. All vote yes.

Due to the severity of the odor from the Brookside pumping station, several odor reduction ideas have been investigated. Mr. Polistina will move forward with a chemical drip at the Little Mill pumping station which should help to alleviate the odors at the Brookside station.

Bids were received for the annual landscaping contract. Warriners Construction requested to withdraw their bid due to a misunderstanding in the monthly charges for the landscaping. Motion Mr. Schwemm second Mr. Pfrommer to allow for the withdraw of the bid. All vote yes. Motion Mr. Schwemm second Mrs. Prendergast to award the landscape to the next

lowest bidder, All Green Turf Management, in the amount of \$23,178.00. All vote yes.
Resolution #22-2012

Attorney's Report

Mr. Ridgway advised the Authority that the final resolution and document for the Premium Option Plan was currently drafted and expected to be presented at the April meeting.

In order to keep the low insurance deductible rates, the Authority Personnel Manual must be updated to include specific topics. Motion Mr. Duffy seconded Mr. Pfrommer to create a subcommittee to review the changes and present them to the Board at the April meeting. The subcommittee shall consist of Mrs. Super, Mr. Schwemm and Mr. Ridgway. All vote yes.

There have been no developments regarding the situation with John Deull. Mr. Ridgway did speak with the attorney for the City of Pleasantville to try to ascertain their stance on the location of the sewer line in regards to their proposed redevelopment plan.

Treasurer's Report

Motion Mr. Duffy second Mr. Pfrommer to approve all vouchers presented for payment out of the Operating Account (\$677,899.99). All vote yes.

Motion Mr. Pfrommer second Mrs. Prendergast to approve all vouchers presented for payment out of the Developer Account (\$8,089.25). All vote yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the Construction Fund voucher (\$306,057.13). All vote yes. Resolution #23-2012.

The Treasurer's report, provided by Mr. Schwemm, was accepted by the Authority.

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

Motion Mr. Schwemm second Mrs. Prendergast to approve the February 2012 adjustments. All vote yes. Resolution #24-2012

Motion Mr. Duffy second Mr. Pfrommer to approve the February 2012 minutes. All vote yes.

Motion Mr. Schwemm second Mrs. Prendergast to adjourn the meeting at 6:30 PM. All vote yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

March 21, 2012 Minutes
Approved at the April 18, 2012 Meeting

Engineer's Report
Egg Harbor Township MUA
March 21, 2012

Engineering Projects

1. Emergency Maintenance Contract

Within the last month Weco Construction completed the emergency replacement of a manhole casting located in the intersection of Fire Road and Washington Avenue. The casting frame was damaged and would not securely hold the lid in place and became a safety hazard. All work was completed within several hours. A bill has not yet been submitted.

2. ACUA Contract Administration

Overall the maintenance logs from the ACUA have been normal over the past month. We have noticed a slight increase in the number of stations encountering ragging issues. The pumps at the Hingston station have been showing excessive wear recently and their performance has suffered. We are currently looking at the overall system design to determine how to improve the performance of the station.

There are currently no pumps out for service. The new KSB pumps arrived within the last month and have been installed at the Fountain Lakes station. The ACUA has seen the performance of the station improve dramatically.

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, though we have found their jetting equipment requires improvements. We will be having discussions with Caprioni this month to determine how they plan to address our concerns.

We have recommended a final payment in the amount of \$10,503.00 from the Operating Account for the work completed in February.

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 has completed the replacement of all of the sanitary mains located within the project limits and they are currently progressing with the replacement of the sanitary laterals. We anticipate that all work will be completed within the next two to three weeks. All work has been completed satisfactorily.

We have recommended a payment in the amount of \$276,924.88 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**

Utility Innovations Inc. began work on the project approximately two weeks ago and has progressed in a timely fashion. All work has been found to be satisfactory to date.

Since the work just commenced no invoices have yet to be submitted.

8. **2011 Pump Station Component Painting**

The contractor for the project, East Coast Painting & Maintenance, LLC, has completed all of the required work. All work was completed satisfactorily.

We have recommended a final payment in the amount of \$19,000.00 for the work completed.

9. **GIS System**

Our office has been working on preparing a sample of the information incorporated to date to illustrate the work completed. We are hopeful to have a demonstration of the as-built within the next month or two.

10. **Deull Fuel Easement**

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

11. **FAA PS Relocation and Gravity Main Extension**

We are continuing to hold discussions with members of the FAA staff in relation to the environmental issues involved with the dewatering associated with the construction of the proposed gravity main. An update will be provided during the meeting.

12. **Cardiff Pump Station Upgrades & Main Replacement**

Our office is presently working on the preparation of bid plans and specifications for the upgrade of this station. We anticipate having this project ready for bid next month with the bid for the main replacement located within the shopping center to occur sometime in April.

13. **Miami Pump Station Improvements**

Due to the deteriorating condition of the dry pit at this location we have begun to investigate several design options to either extend the life of the existing dry pit or eliminating it altogether. The likely option at this point involves converting the existing station to utilize submersible pumps and relocating the control system to an above grade location. A finalized design scope will be prepared within the next month.

Developer Projects

1. **Next Generation Aviation**

One minor issue remains prior to final acceptance of the station. We anticipate that being finalized shortly.

Vince Polistina
Authority Engineer

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

March 2012

Account / Billing Information

Residential	2/28/11	2/29/12	Commercial	2/28/11	2/29/12
Units	12,654	12,784	Units	549	570
Accounts	11,192	11,318	Accounts	549	570
Delinquent Accounts	2,150	2,407	Delinquent Accounts	83	82
Delinquent Amount	\$ 121,879	\$253,746	Delinquent Amount	\$ 68,143	\$ 76,953
<i>Last billing - 3/1/12</i>			<i>Last billing - 1/1/12</i>		

Connection Permits Issued [Februaury - 7] [FY To Date - 61]

Customer Accounts

Adjustment Requests

- February Adjustments Resolution

Administrative

- Minutes
 - February
- Employment Practices Liability Program (EPL)
 - Proposed changes to Personnel Manual
- Flexible Spending Account / Premium Only Plan

Maintenance

- Markout Requests (February) - 205

Elaine Super, Authority Clerk