

Regular Meeting - Agenda

Wednesday, April 15, 2015

5:30 PM

Mayor's Conference Room

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

Opening Statement Pursuant to the Open Public Meetings Act

Roll Call

General Public Discussion

Applications / Project Status

Ratification of Administrative Action

Resolution Memorialization

~ Resolution #27 – 2015 [Block 1029, Lot 1] Preliminary Extension Application
Egg Harbor Family Associates – Fire Road

Engineer Report

Treasurer's Report

~ Resolution #36 – 2015
Local Finance Board Group Affidavit

~ Resolution #37 – 2015
Operating Account Bill List

~ Resolution #38 – 2015
Developer Account Bill List

Authority Clerk Report

~ Resolution #39 – 2015
March 2015 Adjustments

Other Business (not listed on the Agenda)

Closed Session (If Necessary)

Adjournment

Formal action may or may not be taken.

Egg Harbor Township Municipal Utilities Authority

3515 Bargaintown Road
Egg Harbor Township, NJ 08234

April 15, 2015
Meeting Minutes

Chairman Davis read the Opening Statement pursuant to the Open Public Meetings Act and called the meeting to order at 5:30 PM.

Roll Call:	Nathan Davis, Chairman	present
	Michael Duffy, Vice-Chairman	present
	H. Chris Schwemm, Treasurer	present
	Theresa Prendergast, Secretary	present
	Charles Pfrommer, Commissioner	present
	Theresa Moschetto, Alt Commissioner	present

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

General Public Discussion

There was no one present from the public, therefore a motion was made by Mr. Schwemm, seconded by Mrs. Prendergast to close the public portion of the meeting. All voted yes.

Resolution Memorialization

~ Resolution #27 – 2015 [Block 1029, Lot 1] Preliminary Extension Application
Egg Harbor Family Associates – Fire Road

A motion was made by Mr. Schwemm, seconded by Mr. Duffy to memorialize this resolution. All voted yes.

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

The final easement for the project on Ocean Heights and English Creek Avenues has been received. The Chairman signed the easement and Mr. Ridgway will forward to the County for recording.

Treasurer’s Report

~ Resolution #36 – 2015

The Local Finance Board approved the Authority’s request for the refunding of the bonds, if and when the interest rates are appropriate. At this time, the rates are not good for refinancing. A motion was made by Mr. Schwemm, seconded by Mr. Pfrommer to sign the affidavit acknowledging their approval. All voted yes.

~ Resolution #37 – 2015

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

~ Resolution #38 – 2015

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

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

Authority Clerk Report

~ Resolution #39 – 2015

Motion Mr. Schwemm, seconded by Mr. Duffy to approve the March 2015 account adjustments. All voted yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the March 2015 meeting minutes. All voted yes.

In March 2014, Bucks County Well Drilling was working on Kingsley and Canterbury Drives and while attempting to perform soil borings, the sewer main was damaged. A motion was made by Mr. Schwemm, seconded by Mr. Pfrommer to authorize the Authority Clerk to sign the release from the driller's insurance company. All voted yes.

The State of New Jersey has introduced a new budget format. Provided to each commissioner was a list of specific information needed to complete the budget.

A motion to adjourn the meeting was made by Mr. Duffy, seconded by Mr. Schwemm at 6:07 pm. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Approved 20, 2015

Engineer's Report
Egg Harbor Township MUA
April 15, 2015

Engineering Projects

1. **Emergency Maintenance Contract**

Kline Construction repaired a cleanout for 6774 Washington Avenue that had been damaged and previously paved over within the past month. They also had completed several miscellaneous items from the previous month, including replacing several pump station yard hydrants.

We have recommended a payment in the amount of \$17,703.29 from the Operating Account for the work completed.

2. **ACUA Contract Administration**

The maintenance logs from the ACUA have been normal during the previous month. There are currently four (4) stations with a pump out for service. The pump removed from the Ocean Heights station was sent to Willier and we received a repair quote in the amount of approximately \$1,400.00. The cost for a replacement is approximately \$1,800.00, but we are investigating the cost to replace the existing single-phase pumps with three-phase. This would allow the Authority to get a more powerful pump, extending service life and decrease clogged pump reports.

The pump from the Fernwood station is being repaired and we expect it to be returned within the next few weeks. The cost of the repair is in the amount of \$3,660.00.

We are continuing to work on selecting a smaller sized pump for the Meadow Run station but due to some erratic run times it has taken longer to determine the correct inflow into the station.

A pump was removed from the Old Zion station last month due to motor failure and sent to Willier. We received a repair quote in the amount of \$3,501.00 which we have approved. The pump should be returned within the next few weeks.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normal monthly basket and wet well cleaning over the past month. They replaced the winch clamps and repair the baskets at the Fernwood and Dogwood station. Caprioni assisted with the lateral blockage at 6774 Washington Avenue and also completed the monthly preventative maintenance jetting at several areas identified by the Authority Operator.

We have recommended a payment in the amount of \$8,985.98 from the Operating Account for the work completed in March.

4. Spills

There were no spill incidents within the last month.

5. FAA Pump Station Upgrades

The Amended Treatment Works application has been forwarded to the Atlantic County Utilities Authority for their endorsement.

6. Miami Pump Station Elimination

We have received the marked-up plans from the other utility companies verifying the location of all the subsurface utilities.

7. Reega Reserves Video Inspection

The video inspection and cleaning of all the mains within the project limits has been completed but there were a few areas we are looking to complete spot repairs. We are waiting on quotes from the contractor.

We have recommended a payment in the amount \$21,273.08 for the work completed.

8. Lakeside Force Main Location

The final survey has been completed and we are preparing the as-built of the force main routing along with including it on the GIS system.

9. Seaview Harbor Force Main Location

Our surveyor has begun to survey the existing marked-out locations of the force main so we can create so a permanent as-built document.

10. Washington Avenue Interceptor Rehabilitation

This contract was awarded to Allstate Power Vac at last month's meeting. A preconstruction meeting has been scheduled for this Friday morning at 10 am in the Mayor's Conference Room, with the contractor and representatives from the DEP.

11. Manhole Rehabilitation

This contract was awarded to SWERP at last month's meeting. A preconstruction meeting has been scheduled for this Friday at 1 pm in the Authority offices.

12. Fire & Mill Road Construction

We had Kline Construction locate the common force main line along the western line of Fire Road and it is a viable option to redirect the existing connection from Almo Pools. We will be submitting the road opening application with the County and scheduling the work once all approvals have been received.

Developer Projects

1. Primax Properties

Primax Properties is proposing to build an Advanced Auto Parts off the Black Horse Pike between the Tower Mobile Home Park and Home Depot. We held a preconstruction with them earlier this month. Site work is expected to begin later this month, with the installation of the proposed sanitary sewer force main within the next 60 days.

Extension Applications

There are no developer funded sanitary system expansion projects currently underway.

Vince Polistina
Authority Engineer

RESOLUTION NO. 36 – 2015

**RESOLUTION AUTHORIZING GROUP
AFFIDAVIT TO LOCAL FINANCE BOARD**

WHEREAS, The Egg Harbor Township Municipal Utilities Authority (the “**Authority**”) has submitted for review and approval by the Local Finance Board the issuance of its Sewer Revenue Refunding Bonds, Series 2015 (the “**Refunding Bonds**”), to advance refund the callable maturities of the Authority’s outstanding Sewer Revenue Bonds, Series 2007, in the aggregate principal amount of \$3,400,000 for the purpose of achieving level annual debt service savings and pursuant to the Local Authorities Fiscal Control Law, P.L. 1983, ch. 313, approved August 26, 1982, as amended (N.J.S.A. 40A:5A-1 et seq.) (the “**Act**”); and

WHEREAS, in accordance with the Act, the Local Finance Board held a public hearing on March 11, 2015, to review the proposed financing; and

WHEREAS, the Local Finance Board has adopted resolutions incorporating its findings and recommendations with respect to the proposed Refunding Bonds, a copy of which has been presented at this meeting; and

WHEREAS, pursuant to the Act, each member of the Authority must personally review the findings and recommendations of the Local Finance Board within forty-five (45) days of receipt and a majority of the full membership of the Authority must execute a group Affidavit to that effect.

NOW, THEREFORE, BE IT RESOLVED BY THE EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY, AND THE MEMBERS OR COMMISSIONERS HEREOF, AS FOLLOWS:

Section 1. The Authority hereby confirms that it has received a copy of the Local Finance Board resolution referred to above and has made the same available to each member of the Authority. The Secretary of the Authority shall obtain the signature of each member of this Authority on the Group Affidavit attached hereto and incorporated herein by reference.

Section 2. The Secretary of the Authority shall mail the duly signed Group Affidavit to the Executive Secretary of the Local Finance Board, together with a certified copy of this Resolution.

Section 3. This Resolution shall take effect immediately.

AFFIDAVIT

STATE OF NEW JERSEY :
COUNTY OF ATLANTIC :

Nathan Davis, Jr., Michael Duffy, Charles Pfrommer, Theresa Moschetto, Henry C. Schwemm and Theresa Prendergast, individually depose and each says as to himself or herself:

1. I am a member (or alternate member) of the Egg Harbor Township Municipal Utilities Authority, in the County of Atlantic, and the State of New Jersey; and
2. Within forty-five (45) days of the receipt of such findings and recommendations, I have personally reviewed such findings and recommendations of the Local Finance Board rendered in connection with the issuance of Sewer Revenue Refunding Bonds up to a maximum principal amount of \$3,400,000 for the purposes of: (a) refunding and prepaying all of the callable portion of the Sewer Revenue Bonds of the Authority dated December 28, 2007; and (b) paying the costs of issuance of such refunding obligations.

Nathan Davis Jr.

Michael Duffy

Charles Pfrommer

Theresa Moschetto

Henry C. Schwemm

Theresa Prendergast

Sworn to and subscribed
before me this 15th day
of April, 2015

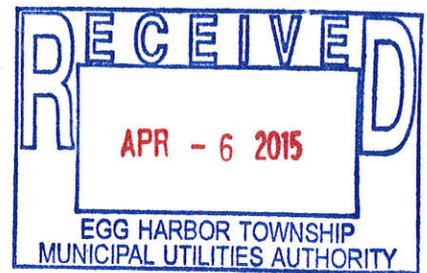
SECRETARY'S CERTIFICATE

I, Theresa Prendergast, Secretary, of the Egg Harbor Township Municipal Utilities Authority, a public body politic and corporate of the State of New Jersey, HEREBY CERTIFY that the foregoing Resolution entitled "Resolution Authorizing Group Affidavit To Local Finance Board" is a true and correct copy of an original Resolution duly adopted by a majority vote of the members of the Egg Harbor Township Municipal Utilities Authority at a meeting of said Authority duly and regularly called and held on April 15, 2015; and at which a quorum was present and acted throughout; that said copy has been compared by me with the original Resolution recorded in the Resolution Book of the Authority; that it is a correct transcript thereof and of the whole of said Resolution; and that this Resolution has not been altered, amended or rescinded and remains in full force and effect as of this 15th day of April, 2015.

Theresa Prendergast, Secretary
Egg Harbor Township Municipal Utilities Authority



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 803
TRENTON, NJ 08625-0803



RICHARD E. CONSTABLE, III
Commissioner

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

LOCAL FINANCE BOARD RESOLUTION

WHEREAS, a proposed project financing has been submitted to the Local Finance Board for review pursuant to N.J.S.A. 40A:5A-6 by the Egg Harbor Township Municipal Utilities Authority; and

WHEREAS, the Local Finance Board has held a hearing pursuant to N.J.S.A. 40A:5A-7 on March 11, 2015, to review a proposed project financing in an amount not to exceed \$3,850,000 for the issuance of Sewer Revenue Refunding Bonds, Series 2015; and

WHEREAS, the Local Finance Board has given consideration to those matters, to the extent applicable, as provided for by Law, and has examined estimates, computations or calculations made in connection with such submissions and has required the production of such papers, documents, witnesses or information and taken such action which it has deemed necessary for its review of such submission;

NOW, THEREFORE, BE IT RESOLVED that the Local Finance Board does hereby make the following findings:

- a) that the project cost has been determined by reasonable and accepted methods;
- b) that the method proposed for the funding of the project cost, proposed or maximum terms and provision of the financing and of a proposed service contract are not unreasonable nor impracticable, and would not impose an undue and unnecessary financial burden on the local inhabitants within the Authority's jurisdiction or would not materially impair the ability to pay promptly the principal of and the interest on the outstanding indebtedness thereof or to provide essential public services to the inhabitants thereof;
- c) that the proposed or maximum terms and conditions of the sale are, in light of current market conditions for obligations of similar quality, reasonable;

BE IT FURTHER RESOLVED that the Local Finance Board does not deem it necessary to make any of the recommendations with regard to this project financing which the Board is authorized to make pursuant to N.J.S.A. 40A:5A-8 provided that all refunding bonds issued achieve at a minimum a 3% present value savings and that the refunding must take place within twelve months from the date of this resolution; and



Local Finance Board
Egg Harbor Township Municipal Utilities Authority
March 11, 2015

BE IT FURTHER RESOLVED that the Egg Harbor Township Municipal Utilities Authority shall, within 30 days of the closing date of the financing that is the subject of this resolution, file with the Executive Secretary of the Local Finance Board a statement setting forth a complete accounting of the actual issuance costs incurred by the Egg Harbor Township Municipal Utilities Authority in undertaking the financing which statement shall include the following: the name of the Egg Harbor Township Municipal Utilities Authority; the closing date of the financing; the total amount of the financing; the name of the professionals or others who provided services to the Egg Harbor Township Municipal Utilities Authority in undertaking the financing; the estimated dollar amount for each type of issuance cost as set forth in the application submitted by the Egg Harbor Township Municipal Utilities Authority to the Local Finance Board with regard to the financing; and the actual dollar amount for each type of issuance cost incurred by the Egg Harbor Township Municipal Utilities Authority in undertaking the financing; and

BE IT FURTHER RESOLVED that the details of the issuance of any permanent bonds associated with this application as included in the term sheet (closing statement) shall be promptly provided to the Executive Secretary by forwarding a copy of said term sheet (closing statement); and

BE IT FURTHER RESOLVED that the Executive Secretary of the Local Finance Board is hereby authorized and directed to certify or endorse such documents or instruments as may be necessary, convenient or desirable in order to carry out the purpose and provisions of the Law and this Resolution; and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 40A:5A-7, the governing body of the Authority shall provide to the Executive Secretary within 45 days of receipt of this resolution, the required Authority resolution and affidavit; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

APPROVED BY:
THE LOCAL FINANCE BOARD

DATE: March 11, 2015



PATRICIA PARKIN MCNAMARA
EXECUTIVE SECRETARY
LOCAL FINANCE BOARD

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 37 – 2015

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: April 15, 2015

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
 As of April 15, 2015

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Operating Account			
		Payroll Funds Transfer	-29,373.49
TEPS	State of NJ Health Benefits	April 2015	-13,224.91
9151	Egg Harbor Township - Dental	Dental Benefits - April 2015	-509.55
9152	American Water Capital Corp	Customer No. 305657	-292.31
9153	Crystal Springs	Invoice #3228663 040115	-35.97
9154	Edmunds Direct Mail, Inc.	Invoice # 042015012-7	-150.00
9155	Fleishman * Daniels Law Offices	File No. 20036-02	-387.00
9156	MGL Printing Solutions	Acct. # E069	-336.50
9157	New Jersey Utility Authorities JIF	Member ID: 230 - FY2015 2nd Installment	-10,960.00
9158	Treasurer, State of NJ/1985 PFL	1985 Pinelands Loan #PFL-93-3	-7,302.00
9159	US Postal Service- stamps & envelopes	Account # E87177845	-601.65
9160	Chapman Ford Sales, Inc.	Invoice # FOCS442434	-251.45
9161	Grainger	Invoice # 9684415491	-633.71
9162	Joe & Jack's Auto Repair	2005 Truck - oil change	-50.95
9163	One Call Concepts, Inc.	Account # 12-EGC	-519.70
9164	AT & T	Acct. # 020 595 7994/5499	-100.04
9165	Atlantic City Electric	multiple accounts	-10,319.55
9166	New Jersey American Water Co.	multiple accounts	-318.26
9167	South Jersey Gas	Acct: 11341704119 & 11338452912	-65.06
9168	Verizon	Acct. #201 Z42 0142 999 78 Y	-376.56
9169	Verizon Wireless	Acct. # 200702280-00001	-134.29
9170	Kline Construction Co. Inc.	Account No. 1417	-17,703.29
9171	Video Pipe Services, Inc.	Reega/Reserves Video	-21,273.08
9172	Caprioni Family Septic	Account # 1448	-8,985.98
9173	Polistina & Associates, LLC	March 2015	-57,088.25
9174	Ridgway & Ridgway	March 2015	-14,978.75
Total Operating Account			<u>-195,972.30</u>
TOTAL			<u><u>-195,972.30</u></u>

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 38 – 2015

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: April 15, 2015

Theresa Prendergast, Secretary

12:30 PM

04/15/15

Accrual Basis

Egg Harbor Township Municipal Utilities Authority
Checks Written - Developer Account
As of April 15, 2015

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
CB Developer Account			
3174	Polistina and Associates	March 2015	-3,432.00
3175	Ridgway & Ridgway	March 2015	-1,035.00
Total CB Developer Account			-4,467.00
TOTAL			-4,467.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 39 – 2015

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.

Dated: April 15, 2015

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

March 2015

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges					
	03/02/2015	22756	6534-0	Good History	-70.92
	03/03/2015	22781	2654-0	Good History	-1.23
	03/04/2015	22784	2715-7	Good History	-1.23
	03/04/2015	22797	144-0	Pd prior to penalty	-19.08
	03/04/2015	22800	647-0	Pd prior to penalty	-1.23
	03/09/2015	22839	12208-0	Deed Rcvd Late	-2.46
	03/11/2015	22867	10933-0	Good History	-1.23
	03/11/2015	22870	8607-0	Good History	-1.23
	03/11/2015	22872	6515-0	Deed/New owner	-0.07
	03/13/2015	22881	4686-0	Deed/New owner	-1.23
	03/16/2015	22891	5867-0	Good History	-1.23
	03/16/2015	22892	8547-0	Good History	-1.23
	03/16/2015	22893	8547-0	Good History	-0.30
	03/18/2015	22903	12002-0	Military	-1.19
	03/18/2015	22908	2942-0	Good History	-1.23
	03/19/2015	22911	4787-0	Deed/New owner	-1.23
	03/23/2015	22923	4741-0	Good History	-1.23
	03/23/2015	22927	12051-0	Military	-1.23
	03/24/2015	22928	10228-0	Military	-1.23
	03/25/2015	22933	10909-0	Good History	-1.23
	03/26/2015	22940	6901-0	Good History	-1.23
Return Check Fee					
	03/13/2015	3019	9068-0	Customer Error	-20.00
User Charges					
Commercial Excess					
	03/27/2015	22948	10817-0	Non Profit - Twp Owned	-46.00
Commercial Minimum					
	03/27/2015	22948	7134-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	7429-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	9179-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10390-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10748-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10817-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10818-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10819-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	10820-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	11425-0	Non Profit - Twp Owned	-82.00
	03/27/2015	22948	12793-0	Non Profit - Twp Owned	-82.00
Residential					
	03/01/2015	3003	126-0	Fire damage	-82.00
	03/01/2015	2995	287-0	Fire damage	-82.00
	03/01/2015	3004	3361-0	Disconnect	-82.00
	03/09/2015	3014	3649-0	Disconnect	-306.11