

**Regular Meeting - Agenda**

Wednesday, April 16, 2014

5:30 PM

Mayor's Conference Room

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

**Call the meeting to order**

**Opening Statement Pursuant to the Open Public Meetings Act**

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

**General Public Discussion**

**Applications / Project Status**

**Ratification of Administrative Action**

**Resolution Memorialization**

**Engineer Report**

~Resolution #30-2014  
[Void resolution #25-2014]

~Resolution #31 – 2014 [Landscape Contract]  
All Green Turf Landscaping

**Treasurer's Report**

~Resolution #32 - 2014  
Approve Bill List for Operating Account

~ Resolution #33 - 2014  
Approve Bill List for Developer Account

**Authority Clerk**

~ Resolution #34– 2014 – March 2014 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**

**Wednesday, April 16, 2014  
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  
Michael Duffy, Vice-Chairman – Present  
H. Chris Schwemm, Treasurer – Present  
Theresa Prendergast, Secretary – Present  
Charles Pfrommer, Commissioner – Present  
Theresa Moschetto, Alternate Commissioner - Present

Also in attendance: Engineer Vince Polistina, Attorney John Ridgway, Authority Clerk Elaine Super.

**Open Meeting to the Public**

There was no public in attendance. Motion Mr. Schwemm second Mrs. Prendergast to close the public portion of the meeting. All voted yes.

**Applications/Project Status/Updates/Discussion**

None

**Ratification of Administrative Action**

None

**Resolution Memorialization**

None

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

**~Resolution #31 – 2014**

Contract #76 – 2014 Landscape Contract

Motion made by Mr. Schwemm, seconded by Mr. Duffy to award the contract to All Green Turf in the amount of \$24,293.56. All vote yes.

Mr. Polistina advised the Authority of FEMA’s approval for the alternate project in West Atlantic City. The Miami pump station will be replaced with a gravity system. Mr. Polistina will be advertising for bids in the near future and the Authority will be reimbursed by FEMA once the work is complete.

Briefly discussed was the rehabilitation priority list.

## Treasurer's Report

~ **Resolution #32-2014** – Motion Mr. Schwemm second Mrs. Prendergast to approve all vouchers presented for payment out of the Operating Account (\$170,558.27). All voted yes.

~ **Resolution #33-2014** – Motion Mr. Schwemm second Mrs. Prendergast to approve all vouchers presented for payment out of the Developer Account (\$537.50). All voted yes.

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

## Clerk's Report

~ **Resolution #34-2014** – Motion Mr. Schwemm second Mr. Duffy to approve the March 2014 adjustments. All voted yes.

Motion Mr. Duffy second Mrs. Prendergast to approve the March 2014 open session minutes. All voted yes.

Motion Mr. Schwemm second Mr. Duffy to adjourn the meeting at 6:15 PM. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

*April 16, 2014 Minutes*  
*Approved June 18, 2014*

Engineer's Report  
Egg Harbor Township MUA  
April 16, 2014

**Engineering Projects**

1. **Emergency Maintenance Contract**

Kline Construction completed several items within the last month. They replaced a broken manhole casting located across from 165 Blackman Road. They also completed the clearing and grading necessary to construct an accessway along the easement behind the Storybook Pump Station.

Kline repaired a sanitary main damaged by a utility contractor drilling test pits along Kingsley Avenue, which broke the main in three places. The sanitary main on Kingsley Avenue is located between the curb and sidewalk and was properly marked-out. The contractor, Bucks County Well Drilling, apparently disregarded the markings. They were contacted and have accepted responsibility for compensating the MUA for the repair costs.

We have recommended a payment in the amount of \$17,269.48 from the Operating Account for the work completed.

2. **ACUA Contract Administration**

Overall the maintenance logs from the ACUA have been normal the past month. There are currently two stations operating on a single pump. The pump from the Reega station was repaired at a cost of \$4,087.00 and is expected back in service shortly. One of the electric drives from the Reserves station recently failed. A replacement drive was ordered at a cost of \$910.00 and is expected to be installed later this week.

The pump for the Ocean Heights station was returned to service late last week. The repair cost was fully covered by the warranty.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normal monthly basket and wet well cleaning this past month. They replaced a hasp on one of the wet well doors and also a damaged winch cable. Caprioni also completed preventative maintenance jetting at several areas identified by the Authority Operator.

We have recommended a payment in the amount of \$10,301.83 from the Operating Account for the work completed in March.

4. Spills

There were no spill incidents during the last month.

5. FAA Pump Station Upgrades

We have received minor comments back from the DEP Environmental Infrastructure Trust and will be addressing them this month.

We have revised the construction narrative and will be forwarding the revisions back to the FAA environmental staff to finalize their review.

6. Miami Pump Station

We have finally received approval from FEMA to proceed with the elimination of the station and construct the proposed gravity main extension. We will be finalizing the design plans and expect to go to bid this spring.

7. Landscape Contract

We received bids last month for the Pump Station Landscape contract. A report of the bids will be provided at the meeting.

8. Brookside Odor Control

Over the course of the past few months we have been working with representatives from Siemens to determine the sources of the odor being detected at the Brookside pump station. They deployed odor detectors at certain key locations in the upstream system to determine a definitive source. Unfortunately the data they collected does not point to a single definitive source but they have indicated that the Little Mill pump station seems to be the most likely generation point.

They have submitted a proposal for a trial application of the chemical Bioxide to determine if that resolves the odor issue at the Brookside station. We will be reviewing the proposal this week and expect to deploy the trial later this month.

9. Rehabilitation Priority List

A draft Rehab Priority List will be introduced at the meeting for discussion.

Developer Projects

Extension Applications

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

Connection Applications

No applications were submitted.

Change of Use Applications

No applications were submitted.

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Vince Polistina  
Authority Engineer

**Egg Harbor Township  
Municipal Utilities Authority**

**CERTIFICATION OF AVAILABILITY  
OF FUNDS  
FOR  
AWARD OF CONTRACT**

In accordance with regulations of the Local Finance Board, I hereby certify that funds are available for the following:

|                         |                                |
|-------------------------|--------------------------------|
| <b>Date</b>             | April 16, 2014                 |
| <b>Resolution #</b>     | 31 – 2014                      |
| <b>Vendor</b>           | All Green Turf Management      |
| <b>Amount</b>           | \$ 24,293.56                   |
| <b>Reason</b>           | Landscape Maintenance Contract |
| <b>Time Period</b>      | 2014                           |
| <b>Budget Line Item</b> | Contract Services              |

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 32 – 2014**

**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 16, 2014

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Theresa Prendergast, Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
 As of April 16, 2014

| Num                      | Name                                | Memo   | Amount             |
|--------------------------|-------------------------------------|--|--------------------|
| <b>Operating Account</b> |                                     |  |                    |
|                          |                                     | May Payroll                                      | -27,659.11         |
| TEPS                     | State of NJ Health Benefits         |  | -12,025.43         |
| 8800                     | Egg Harbor Township - Dental        | Dental - April 2014                              | -509.55            |
| 8801                     | American Water Capital Corp         | Invoice # 4000032865                             | -301.83            |
| 8802                     | Crystal Springs                     | Invoice # 3228663 040114                         | -30.08             |
| 8803                     | Edmunds Direct Mail, Inc.           | Invoice # 032014139-15                           | -150.00            |
| 8804                     | Egg Harbor Township Tax Collector   | Refund due to cancellation of lien 2201/15 C0385 | -478.95            |
| 8805                     | Holy Trinity Greek Orthodox Church. | Refund Sewer Service Charges (07/30 - 08/31/13)  | -26.90             |
| 8806                     | Mossman's Business Machine          | Invoice # 133671                                 | -18.91             |
| 8807                     | New Jersey Utility Authorities JIF  | Member ID: 230 2nd Installment                   | -9,798.70          |
| 8808                     | Office Basics, Inc.                 | Acct. # 09272303                                 | -51.30             |
| 8809                     | Press of Atlantic City, The         | Acct. # 103389                                   | -111.69            |
| 8810                     | Staples Advantage                   | Customer: PHL 1057418                            | -178.82            |
| 8811                     | Treasurer, State of NJ/1985 PFL     | Pinelands Loan #PFL-93-3                         | -7,302.00          |
| 8812                     | CARQUEST of Egg Harbor Towns...     | Customer No. 0210381                             | -36.47             |
| 8813                     | Chapman Ford Sales, Inc.            | Invoice # FOPS419956                             | -1,310.25          |
| 8814                     | Gayle Corporation                   | Invoice # 13934                                  | -3,725.43          |
| 8815                     | Johnson & Towers, Inc.              | Customer # 15971                                 | -790.60            |
| 8816                     | One Call Concepts, Inc.             | Account # 12-EGC                                 | -360.26            |
| 8817                     | Xylem Dewatering Solutions, Inc.    | Invoice # 400391812                              | -979.83            |
| 8818                     | Xylem Water Solutions U.S.A., Inc.  | Inv. 3556776226 & 3556773022                     | -17,027.00         |
| 8819                     | AT & T                              | Acct. # 020 595 7994/5499                        | -126.53            |
| 8820                     | Atlantic City Electric              | multiple accounts                                | -12,417.97         |
| 8821                     | New Jersey American Water Co.       | multiple accounts                                | -315.14            |
| 8822                     | Verizon                             | Acct. #201 Z42 0142 999 78 Y                     | -499.01            |
| 8823                     | Verizon Wireless                    | Acct. # 200702280-00001                          | -130.45            |
| 8824                     | Caproni Family Septic               | Account # 1448                                   | -10,301.83         |
| 8825                     | Kline Construction Co. Inc.         | Account No. 1415                                 | -17,269.48         |
| 8826                     | Polistina & Associates, LLC         | March 2014                                       | -35,400.75         |
| 8827                     | Ridgway & Ridgway                   | March 2014                                       | -11,224.00         |
|                          | Total Operating Account             |  | -170,558.27        |
| <b>TOTAL</b>             |                                     |  | <b>-170,558.27</b> |

EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 33 – 2014

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 16, 2014

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Theresa Prendergast, Secretary

8:46 AM  
05/01/14  
Accrual Basis

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Developer Account**  
As of April 16, 2014

| <u>Num</u>                  | <u>Name</u>                | <u>Memo</u> | <u>Amount</u>  |
|-----------------------------|----------------------------|-------------|----------------|
| <b>CB Developer Account</b> |                            |             |                |
| 3141                        | Polistina and Associates   | March 2014  | -537.50        |
|                             | Total CB Developer Account |             | -537.50        |
| <b>TOTAL</b>                |                            |             | <b>-537.50</b> |

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 34 – 2014**

**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 16, 2014

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Theresa Prendergast, Secretary

# Egg Harbor Township Municipal Utilities Authority Monthly Adjustment Report

March 2014

| Date                                   | Account                       | Reason                        | Amount  |
|--|-------------------------------|-------------------------------|---------|
| <b>Delinquent Charges</b>              |                               |                               |         |
| <b>Five Year Plan - Connection Fee</b> |                               |                               |         |
| 03/14/2014                             | 11492-555                     | Good History                  | -1.14   |
| <b>User Charge</b>                     |                               |                               |         |
| 03/04/2014                             | 8090-0                        | Disconnect                    | -2.38   |
| 03/06/2014                             | 437-0                         | Good History                  | -0.04   |
| 03/07/2014                             | 2337-4                        | Post Office Error             | -1.19   |
| 03/07/2014                             | 7103-0                        | Good History                  | -3.40   |
| 03/13/2014                             | 892-0                         | Good History                  | -1.19   |
| 03/13/2014                             | 8162-0                        | Good History                  | -1.19   |
| 03/14/2014                             | 9611-0                        | Good History                  | -1.19   |
| 03/14/2014                             | 11492-0                       | Good History                  | -1.19   |
| 03/14/2014                             | 7479-0                        | Deed/New owner                | -1.19   |
| 03/14/2014                             | 2359-0 Penny Point Apartments | Good History                  | -180.12 |
| 03/14/2014                             | 697-0                         | Good History                  | -1.19   |
| 03/17/2014                             | 5279-0                        | Good History                  | -0.06   |
| 03/18/2014                             | 2295-0                        | Inactive Account              | -9.70   |
| 03/18/2014                             | 8673-0                        | Good History                  | -1.19   |
| 03/21/2014                             | 2539-0                        | Good History                  | -1.19   |
| 03/24/2014                             | 5575-0                        | Good History                  | -0.06   |
| 03/24/2014                             | 5178-0                        | Good History                  | -1.19   |
| 03/24/2014                             | 987-0                         | Bill not rec'd/ Wrong Address | -1.19   |
| 03/24/2014                             | 400-0                         | Good History                  | -1.19   |
| 03/26/2014                             | 4570-0                        | Deed Rcvd Late                | -1.19   |
| <b>User Charges</b>                    |                               |                               |         |
| <b>Commercial Excess</b>               |                               |                               |         |
| 03/20/2014                             | 9179-0                        | Non Profit - Twp Owned        | -92.00  |
| 03/20/2014                             | 10817-0                       | Non Profit - Twp Owned        | -46.00  |
| 03/20/2014                             | 10820-0                       | Non Profit - Twp Owned        | -40.25  |
| 03/21/2014                             | 815-2                         | Water Leak                    | -264.50 |
| <b>Commercial Minimum</b>              |                               |                               |         |
| 03/20/2014                             | 7134-0                        | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 7429-0                        | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 9179-0                        | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10390-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10748-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10817-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10818-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10819-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 10820-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 11425-0                       | Non Profit - Twp Owned        | -79.00  |
| 03/20/2014                             | 12793-0                       | Non Profit - Twp Owned        | -79.00  |
| <b>Residential</b>                     |                               |                               |         |
| 03/01/2014                             | 3767-0                        | Disconnect                    | -158.00 |
| 03/01/2014                             | 4019-0                        | Demo                          | -79.00  |
| 03/01/2014                             | 3665-0                        | Demo                          | -79.00  |
| 03/04/2014                             | 8090-0                        | Disconnect                    | -178.84 |
| 03/18/2014                             | 2295-0                        | Disconnect                    | -237.00 |