

Regular Meeting - Agenda

Wednesday, May 21, 2014

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: 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 #35-2014

[Void resolution #25-2014 - Voids change orders previously approved]

~Resolution #36-2014

[Perna Finnigan – WAC Phase III Change Orders]

~Resolution #37-2014

Certification of Funds – Contract Award for Delilah Road video inspection

Treasurer's Report

~Resolution #38 - 2014

Approve Bill List for Operating Account

~ Resolution #39 - 2014

Approve Bill List for Developer Account

Authority Clerk

~ Resolution #40– 2014 – April 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, May 21, 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 – Absent
Charles Pfrommer, Commissioner – Present
Theresa Moschetto, Alternate Commissioner - Absent

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 Mr. Duffy 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 #35 – 2014

Resolution #25-2014 authorized the payment of funds for Change Orders #2 & #3 for the West Atlantic City Phase III project. As the amounts of those change orders needed to be adjusted, a motion was made by Mr. Duffy, seconded by Mr. Schwemm to void Resolution #25-2014. All voted yes.

~Resolution #36-2014

Motion Mr. Duffy second Mr. Pfrommer to approve Change Orders #1-#3 for the West Atlantic City Phase III project. All voted yes. #1-\$32,140.10, #2-3,620.43, #3-\$52,210.81

~Resolution #37-2014

Proposals were received for a video inspection of Delilah Road. Motion Mr. Pfrommer, second Mr. Schwemm to award the contract to Russell Reid in the amount of \$16,900.00. All vote yes.

Treasurer's Report

~ **Resolution #38-2014** – Motion Mr. Schwemm second Mr. Duffy to approve all vouchers presented for payment out of the Operating Account (\$883,752.97). All voted yes.

~ **Resolution #39-2014** – Motion Mr. Schwemm second Mr. Pfrommer to approve all vouchers presented for payment out of the Developer Account (\$5,299.00). All voted yes.

Mr. Schwemm briefly recapped the proposed budget that is expected to be approved at the June meeting. The proposed budget does reflect a quarterly increase of \$3.00. The percentage of effluent sent to the ACUA from Egg Harbor Township has increased, therefore there will be an increase in the fees to the ACUA.

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

Clerk's Report

~ **Resolution #40-2014** – Motion Mr. Pfrommer second Mr. Schwemm to approve the April 2014 adjustments. All voted yes.

Motion Mr. Duffy second Mr. Schwemm to adjourn the meeting at 6:30 PM. All voted yes.

Charles Pfrommer, Assistant Secretary

Prepared by Elaine Super, Authority Clerk

May 21, 2014 Minutes
Approved June 18, 2014

Engineer's Report
Egg Harbor Township MUA
May 21, 2014

Engineering Projects

1. **Emergency Maintenance Contract**

Kline Construction completed work on several projects within the last month. The Township requested the MUA to repair several areas where sewer trenches had settled along Martin Luther King Avenue, Sycamore Avenue and Springfield Avenue. We identified the areas where the road settled and had Kline complete the work necessary to repair the settlement. Kline completed the final restoration for a sanitary main installed by the Authority along Atlas Lane Road. They also replaced a manhole casting on Robert Best Road, and repaired another off of Delilah Road.

Kline responded to an emergency at 46 Shoreline Road due to a clog in the service lateral. It was determined that the blockage in the Authority portion of the lateral was caused by a sand entering the line from a gap between the piping on the home owners side. The property is located within the Seapines development and we are working with the Township in attempting to recover the repair costs from the surety covering the proposed improvements.

We have recommended a payment in the amount of \$58,673.50 from the Operating Account for the work completed.

Kline Construction also completed the final pavement restoration at 18 Harley Avenue and relocated a cleanout riser at 117 Blackman Road.

We have recommended a payment in the amount of \$4,629.00 from the Developer Account for the work completed.

2. **ACUA Contract Administration**

The maintenance logs from the ACUA over the past month have been normal. All stations are operating with two pumps, none are out for service. The ACUA installed 4 additional Mission RTU's at the following stations: Front Street, Delaware Avenue, Willowbrook and the Elementary School. The Authority only has 9 stations left to be upgraded.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed the normal monthly basket and wet well cleaning this past month. They realigned the wet well doors at the Old Zion station. Caprioni also completed preventative maintenance jetting at several areas identified by the Authority Operator.

We have recommended a payment in the amount of \$11,346.47 from the Operating Account for the work completed in April.

4. Spills

There were no spill incidents during the last month.

5. FAA Pump Station Upgrades

We received some initial technical questions back from the DEP Environmental Infrastructure Trust last month. We have provided a response addressing all of their concerns and are waiting for additional questions.

The construction narrative was again revised per a request from the FAA Environmental Staff. The FAA has provided the waiver for the Environmental Due Diligence Audit. We plan on submitting an amended application to the Pinelands Commission to reflect the design changes later this month.

6. Miami Pump Station

Our office is finalizing the design plans and specifications for the elimination of the Miami station. We anticipate going to bid this spring.

7. Front Street Pump Station

As recommended in the annual inspection of the Authority facilities by JIFF, a fence line barrier was installed along the rear and both sides of the equipment for the Front Street station. The station is located in front of a residential property and liability to the Authority was an concern due to the presence of young children in the home.

Our office requested quotes from several contractors, with Mater Wire Manufacturing Company providing the lowest in the amount of \$950.00. All work has been completed.

8. Brookside Odor Control

We have authorized Siemens to install a trial Bioxide demonstration unit at the Little Mill station in order to reduce / eliminate the odor being detected at the Brookside pump station. The trial is expected to last approximately 50 days. Odor detectors have been installed at the Brookside station and at the discharge point for the Little Mill station, which will allow for the adjustment of the chemical application as needed. The trial is expected to cost \$3,150.00 for the duration period, which covers the rental equipment and 500 gallons of Bioxide.

The equipment for the trial was set up on May 8th and we expect the first set of trial data will be available later this week.

9. **West Atlantic City Sewer Replacement Phase III**

Due to a discrepancy in the Final Payment Estimate, we have revised the final payment amount.

We have recommended a final payment in the amount of \$21,868.52 for the work completed.

10. **Rehabilitation Priority List**

We will prepare the Rehabilitation Priority List depending on the outcome of the budget discussion.

11. **FAA Interceptor Video Inspection**

We received bids for the video inspection of the 12" FAA Gravity Main Interceptor this month. A report of the bids will be provided at the meeting.

Developer Projects

Extension Applications

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

Connection Applications

1. **Atlantic County Board of Realtors - 6429 and 6431 Black Horse Pike**

The applicant has submitted an application to construct a professional office building. They will utilize an existing lateral connection.

Change of Use Applications

1. **Tina Casey - 6422 Black Horse Pike**

The applicant has proposed to modify a unit located within the complex of stores at the Atlantic Masonry facility. The unit is being renovated for use as a tattoo parlor.

2. **Scott Raring - 3551 Bargaintown Road**

The applicant has submitted an application to reopen the bar formerly known as Chuck's Hideaway as the Steel Pub. The new owner has proposed to renovate the interior and kitchen facilities.

Vince Polistina
Authority Engineer

Egg Harbor Township Municipal Utilities Authority

Resolution #35 – 2014

Purpose: Voids Resolution #25 - 2014

Resolution #25 – 2014 authorized the payment of funds for Change Orders #2 & #3 for the West Atlantic City Phase III project.

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 on May 21, 2014 at the Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 P.M.

Charles Pfrommer, Assistant Secretary

**Egg Harbor Township
Municipal Utilities Authority**

**CERTIFICATION OF AVAILABILITY
OF FUNDS
FOR
CHANGE ORDER**

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

Date	May 21, 2014
Resolution #	36 – 2014
Vendor	Perna Finnigan
Contract #	64 – West Atlantic City Phase III
Amount	Change Order #1 = \$ 32,140.10 Change Order #2 = \$ 3,620.43 Change Order #3 = \$ 52,210.81
Reason	Additional work needed to complete project
Time Period	2014
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Charles Pfrommer, Assistant 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	May 21, 2014
Resolution #	37 – 2014
Contract #	77
Vendor	Russell Reid
Amount	\$ 16,290.00
Reason	Video Inspection – Delilah Road
Time Period	2013 - 2014
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Charles Pfrommer, Assistant Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 38 – 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: May 21, 2014

Charles Pfrommer, Assistant Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of May 21, 2014

	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Operating Account				
		Payroll Account	June Payroll	-27,734.28
TEPS		State of NJ Health Benefits	Health Benefits - May 2014	-12,025.43
		Petty Cash Account	Checks 1531 - 1534 and 2 E checks	-979.58
8829		Egg Harbor Township - Dental	Dental - May 2014	-509.55
8830		Barber Consulting Services LLC	Invoice # 579	-308.75
8831		Crystal Springs	Invoice # 3228663 050114	-43.14
8832		Dell Inc.	Inv. # XJDMPM1T4 & XJDMPKNN3	-8,914.94
8833		Edmunds & Associates, Inc.	Acct. # EHTMUA	-638.00
8834		Edmunds Direct Mail, Inc.	Invoice # 052014070-23	-240.45
8835		Egg Harbor Township - Office Rent	Office Rent - May, June, July 2014	-12,500.00
8836		Mossman's Business Machine	Invoice # 133993	-23.91
8837		Office Basics, Inc.	Acct. # 09272303	-17.40
8838		Schwaab, Inc.	Invoice # D74450	-68.24
8839		W.B. Mason Co., Inc.	Customer No. C2165338	-40.68
8840		ACE Hardware	Customer #552303	-26.05
8841		CARQUEST of Egg Harbor Township	Customer No. 0210381	-59.46
8842		Chapman Ford Sales, Inc.	Invoice # FOCS422910	-1,108.54
8843		CW Sales Corporation	Acct. # EGGHAR	-4,050.92
8844		Grainger	Invoice # 9411003479	-239.48
8845		Master Wire Mfg Co Inc	Invoice # 3732	-950.00
8846		One Call Concepts, Inc.	Account # 12-EGC	-404.42
8847		USABlueBook	Customer No. 605705	-286.97
8848		AT & T	Acct. # 020 595 7994/5499	-127.13
8849		Atlantic City Electric	multiple accounts	-16,050.76
8850		New Jersey American Water Co.	multiple accounts	-802.83
8851		South Jersey Gas	Acct: 11341704119 & 11338452912	-91.68
8852		Verizon	Acct. #201 Z42 0142 999 78 Y	-499.40
8853		Verizon Wireless	Acct. # 200702280-00001	-132.25
8854		All-Green Turf Management, Corp.	Account No. 3341	-2,299.08
8855		Atlantic County Utilities Authority	Account No. 143/144	-599,564.00
8856		Caprioni Family Septic	Account # 1448	-11,346.47
8857		Kline Construction Co. Inc.	Account No. 1415	-58,673.50
8858		Perna Finnigan, Inc.	WAC Phase III - Pay Estimate No. 7 - Final	-21,868.52
8859		Pleasantville - Line Rental	2013 Line Rental	-49,820.30
8860		Polistina & Associates, LLC	April 2014	-42,279.36
8861		Ridgway & Ridgway	April 2014	-9,027.50
Total Operating Account				<u>-883,752.97</u>
TOTAL				<u>-883,752.97</u>

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 39 – 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: May 21, 2014

Charles Pfrommer, Assistant Secretary

4:53 PM

05/20/14

Accrual Basis

Egg Harbor Township Municipal Utilities Authority
Checks Written - Developer Account
As of May 21, 2014

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
CB Developer Account			
3142	Kline Construction Co., Inc.	April and May 2014	-4,629.00
3143	Polistina and Associates	April 2014	-670.00
	Total CB Developer Account		-5,299.00
TOTAL			-5,299.00

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 40 – 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: May 21, 2014

Charles Pfrommer, Assistant Secretary

Egg Harbor Township Municipal Utilities Authority

Monthly Adjustment Report

April 2014

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges					
	04/03/2014	20728	8437-0	Good History	-2.38
	04/03/2014	20730	5181-0	Good History	-2.38
	04/04/2014	20739	9822-0	Posted to Wrg Acct	-2.38
	04/07/2014	20747	6430-0	Good History	-2.38
	04/08/2014	20759	7132-0	Death in family	-2.37
	04/08/2014	20758	7132-0	Death in family	-2.37
	04/08/2014	20754	6182-0	Posting Error	-2.38
	04/11/2014	20778	10132-0	Good History	-1.19
	04/15/2014	20792	1923-0	Good History	-2.38
	04/15/2014	20792	10118-0	Good History	-2.38
	04/15/2014	20795	11557-0	Good History	-2.38
User Charges					
Commercial Excess					
	04/04/2014	2778	6651-0	NJAWC adjustment	-1,150.00
	04/25/2014	2786	1950-0	Water Leak	-1,253.50