

**Regular Meeting**

Wednesday, June 20, 2012

5:30 PM

Mayor's Conference Room

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

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**Agenda**

Call meeting to order

Public Meeting Announcement

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

Open Meeting to the Public

Applications /Project Status

5:45 PM - Rate Hearing / Budget Hearing

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, June 20, 2012  
5:30 PM – Mayor’s Conference Room**

**Minutes**

Chairman Davis called the meeting to order at 5:40 PM and read the Opening Statement pursuant to the Open Public Meetings Act.

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

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

**Open Meeting to the Public**

Mr. Duffy motioned to close the public portion of the meeting, seconded by Mrs. Prendergast as there was no public in attendance. All vote yes.

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

None

**Resolution Memorialization**

None

Mrs. Moschetto arrived.

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

Mr. Polistina reiterated the seriousness of the infiltration problem in a gravity main crossing in the Black Horse Pike in West Atlantic City. The line has been video’d and Mr. Polistina will proceed with preparing the plans for the necessary repairs.

**5:45 – Budget / Rate Hearing [Resolution #33-2012]**

There was no public in attendance for the budget / rate hearing, which was conducted at approximately 5:55pm. The budget was previously discussed and there were no major deviations from the initial discussions. The annual rate will remain the same as what was approved last year; \$300 for each residential unit and \$300, plus \$5.75/1,000 excess for each commercial unit. Motion Mr. Schwemm second Mrs. Prendergast to approve the 2012-2013 budget. A roll call vote resulted in all yes votes except Mrs. Moschetto who abstained as the alternate commissioner. The budget is on file in the Authority office.

**Attorney’s Report**

Mr. Ridgway presented the amendment to the FAA agreement which will provides for a three (3) year extension of the existing agreement. This will allow for the completion of the pump station renovations. Motion Mr. Schwemm second Mrs. Prendergast to authorize the Chairman to sign the agreement. All vote yes. Resolution #34-2012

Mr. Ridgway had been in communication with the attorneys representing Haskell Site Work who installed three cleanouts several years ago. The Authority held their final payment as Haskell Site Work had not provided the required maintenance bond. Haskell Site Work then filed a lien against the Authority. Mr. Ridgway was able to negotiate a settlement whereby which the Authority would pay the outstanding bill in exchange for a dismissal of liens against the Authority. The maintenance bond is no longer required as the time outlined within the bond has since passed and the bond would have been returned. Mr. Polistina inspected the work completed and it is still in a satisfactory condition. The bond would not have been utilized. Mr. Ridgway will hold the check until such time as the appropriate release documents are prepared and signed.

**Treasurer's Report**

Motion Mr. Schwemm second Mrs. Prendergast to approve all vouchers presented for payment out of the Operating Account (\$294,676.22). All vote yes.

Motion Mr. Schwemm second Mr. Duffy to approve all vouchers presented for payment out of the Developer Account (\$23,880.20). All vote yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the Construction Fund voucher (\$17,080.25). All vote yes. Resolution #35-2012.

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 Mr. Duffy to approve the May 2012 adjustments. All vote yes. Resolution #36-2012

Motion Mr. Schwemm second Mr. Pfrommer to approve the May 2012 minutes. All vote yes except Mrs. Prendergast and Mrs. Moschetto who abstained.

Discussed again was the idea of accepting credit cards. Mr. Ridgway once again expressed his concern for the potential exposure with accepting credit cards. However, Mr. Schwemm stated that since the Township is currently using Paygov to accept credit cards, that it would be acceptable for the Authority to utilize the same company. Motion Mr. Duffy second Mr. Pfrommer to begin accepting credit cards through Paygov once the necessary contracts can be prepared. All vote yes. Resolution #37-2012

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

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

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Date Approved

*June 20, 2012 Minutes  
Approved at the July 18, 2012 Meeting*

**Engineer's Report**  
**Egg Harbor Township MUA**  
**June 20, 2012**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Weco Construction completed various miscellaneous items within the last month that required attention. They repaired a sewer cleanouts at 13 Brielle Avenue and 6798 Washington Avenue, repaired a lateral break at 6845 Old Egg Harbor Road and replaced a damaged manhole frame and cover at the intersection of Ridge and Kingsley Avenues. Weco also provided two manhole covers to replace two damaged lids.

We have recommended a payment in the amount of \$6,184.64 from the Operating Account for the work completed.

**2. ACUA Contract Administration**

The maintenance logs from the ACUA have been normal over the past month. There is currently only one pump out for service, which is from the Delaware Ave. Station. The replacement pump for the Hingston station was delivered last month and installed. We have seen a significant increase in hydraulic performance of the station. The clogging incidents have decreased since the installation.

The replacement variable frequency drive ordered for the Bevis Mill station was received and installed by the ACUA. The station is now operating normally.

**3. Wet Well Cleaning Contract Administration**

Over the last month Caprioni Family Septic completed their normal wet well and basket cleanings. They also completed the normal preventative jetting services at the typical problem locations.

We have recommended a final payment in the amount of \$11,829.00 from the Operating Account for the work completed in May.

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 and sanitary laterals within the project limits. The final pavement restoration is scheduled to be completed by the end of the June with all final punchlist work completed and ready for final payment in July.

No additional payments are due at this time.

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

We are continuing to finalize the bid documents for the purchase of a back-up pump for emergency situations. We anticipate having the project ready for bid in the next few months.

7. **Brookside - Joanne Video Inspection**

We are completing the survey work necessary to prepare the plans to complete the video inspection of these two basin areas. We anticipate going to bid with the video inspection work within the next few months.

8. **Basin Plan**

We have reviewed all of the MUA's files related to the approvals granted to the Offshore Commercial Park and Delilah Road sewer and are in the process of preparing a report on the results of our review.

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

The project scope has been modified due to the environmental concerns involving the dewatering for the gravity main extension. A revised project scope involves the construction of a new wet well and control building near the location of the existing facilities. We forwarded a conceptual plan to be reviewed by the FAA and are still waiting for comment.

It is anticipated that the existing agreement with the FAA will be extended for an additional three (3) year period.

10. **Cardiff Main Replacement**

The contractor has begun the work of replacement the existing asbestos concrete mains located within the Cardiff Center this week. We anticipate the work will take approximately 4 to 5 weeks depending on the ground water conditions. All work has gone well thus far.

We expect the first request for payment will be received for processing for the July meeting.

## 11. 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 few months.

## 12. West Atlantic City Rehabilitation Phase III

This project involves the replacement of the existing asbestos concrete mains located on the north side of the Black Horse Pike extending from Lyons Court to Palermo Avenue. We are currently working on the design plans and anticipate going to be in the next couple of months.

In conjunction with this project we are also attempting to determine the condition of the sanitary mains located along the length of the Milan Avenue easement. We are hopeful a video inspection of these mains can be completed. Access to several of the manholes is limited due to the overgrowth of vegetation and dumping debris. The Authority landscape contractor is scheduled to begin work on clearing the Milan Avenue easement this month.

## 13. Brookside Odor Control

The system has been installed at the Little Mill station and has been operating for the majority of this month. We are in the processing of adjusting the application rate to determine the amount of the product necessary to prevent odor spikes at the Brookside station.

## Developer Projects

### 1. Next Generation Aviation

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

### 2. Pinelands Park Landfill

The owner of the landfill met with our office earlier this week to investigate the viability of connecting into the public sanitary system. They current use a trucking operation to transport the leachate from the landfill to the ACUA treatment plant in Atlantic City. Due to the transportation costs they are investigating the feasibility of connecting to the sanitary system via either a gravity or force main system. Once they have determined their routing method we can then discuss any off-site requirements.

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Vince Polistina  
Authority Engineer

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

June 2012

**Account / Billing Information**

<b>Residential</b>	5/31/11	5/31/12	<b>Commercial</b>	5/31/11	5/31/12
Units	12,683	12,815	Units	556	573
Accounts	11,221	11,350	Accounts	556	573
Delinquent Accounts	2,530	2,502	Delinquent Accounts	64	67
Delinquent Amount*	\$ 214,856	\$ 264,290	Delinquent Amount**	\$ 42,921	\$ 34,957
<i>*bills due 3/1/12</i>			<i>** bills due 4/25/12</i>		

Connection Permits Issued – [May – 9] [FY To Date – 99]

**Adjustment Request**

- Resolution (May adjustments)

**Administrative**

- Minutes
  - May distributed
- Paygov – Credit Card acceptance  
Proposed convenience fees:
  - Counter
    - \$0.01 - \$100 = flat \$3
    - Over \$100 = 3%
  - Online
    - \$0.01 - \$100 = flat \$3.95
    - Over \$100 = 3.95%
  - Over the phone
    - \$0.01 - \$100 = flat \$4.95
    - Over \$100 = 4.95%

**Maintenance**

- Markout Requests (May ) – 276

*Elaine Super  
Authority Clerk*