

Regular Meeting - Agenda

Wednesday, August 15, 2018

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 & Flag Salute

General Public Discussion

Applications / Project Status

- ~ Resolution #40 – 2018 Revised Preliminary & Final
Block 5205, Lots 8, 42 & 44 [Ocean Heights & English Creek Avenues]
Oak Forest Mobile Home Park, LLC

Engineer Report

- ~ Resolution # 41 – 2018 [Certification of Funds]
Beaver Pump Station Rehabilitation
- ~ Resolution # 42 – 2018 [Certification of Funds – Extension of Contract]
Emergency Repairs & General Maintenance
- ~ Resolution # 43 – 2018 [Certification of Funds – Change Order #1]
Contract #106 – Video Inspection & Main Cleaning

Treasurer's Report

- ~ Resolution # 44 – 2018
Transfer of Funds
- ~ Resolution # 45 – 2018
Approve Bill List for Operating Account
- ~ Resolution # 46 – 2018
Approve Bill List for Developer Account

Administrative Report

- ~ July 2018 minutes
- ~ Resolution #47 – 2018
July 2018 Adjustments
- ~ Resolution #48 – 2018
Authorizing an award of contract for Electric Generation Supply

Other Business (not listed on the Agenda)

Closed Session

Adjournment

August 15, 2018
Meeting Minutes

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

Roll Call:	Michael Duffy, Chairman	present
	Charles Pfrommer, Vice-Chairman	present
	H. Chris Schwemm, Treasurer	present
	Theresa Prendergast, Secretary	present
	Theresa Moschetto, Commissioner	present
	Anthony DiDonato, Alternate Commissioner	present

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

General Public Discussion

There was no public in attendance. Mr. Schwemm made a motion to close the public portion of the meeting, second by Mrs. Prendergast, all voted yes.

Project Status

~ Resolution #40 – 2018 Revised Preliminary & Final
Block 5205, Lots 8, 42 & 44 [Ocean Heights & English Creek Avenues]
Oak Forest Mobile Home Park, LLC
Representatives Present: Ralph Clayton, Paul Casaccio, Sal Perillo, Andy Schaeffer

Mr. Polistina explained that this project was previously approved and was expected to be completed in phases. The pump station is nearly complete and there have been several homes that have been constructed as part of the first phase. The developer is preparing to pave the interior roadways. Since the time the original approvals have been granted, Mr. Clayton has determined it is in the best interest of the adjacent property owners to extend a gravity main an additional 694 feet. This extension will be in Pennsylvania Avenue and will allow for the future connections of existing and proposed businesses and homes along Ocean Heights Avenue. The applicant has acknowledged that connection applications will be required prior to any connections made into this gravity sewer line. A motion was made by Mr. Schwemm, seconded by Mrs. Prendergast to authorize the signing of the Treatment Works Application as well as the amending the preliminary and final approvals previously granted. All voted yes. This approval is not authorization for any future connections, only for the installation of the gravity main and the cleanouts.

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

~ Resolution #41 – 2018 [Certification of Funds]

Bids were received for Contract #107 – Beaver Pump Station Rehabilitation

Motion Mr. Schwemm, seconded by Mr. Pfrommer to authorize the award of this contract to TKT Construction in the amount of \$393,000.00. All voted yes.

~ Resolution #42 – 2018 [Certification of Funds – Extension of Contract #93]

Motion Mrs. Prendergast, seconded by Mr. Pfrommer to extend the Emergency Repairs & General Maintenance Contract for a final year. The increase is based on the index rate and the new annual rate will be \$191,918.46. All voted yes.

~ Resolution #43 – 2018 [Certification of Funds – Contract #106 Change Order #1]

Motion Mrs. Prendergast, seconded by Mr. Pfrommer to approve change order in the amount of \$3,789.28 for Mobile Dredging & Video Pipe for additional video inspection. All voted yes.

Kline Construction has located several force mains in several areas of the Township. The Authority will continue with the investigation of location of all force mains.

Polistina & Associates will seek an additional extension from the state for the elimination of the Miami Pump Station. It is expected that the Authority should be receiving bids within the next month or two.

The new pump station being constructed at the Oak Forest II Mobile Home Park is expected to be completed within the next couple of weeks. Once it has been tested and accepted, the Authority will take over the operation and maintenance of that station.

There continues to be email communications with the FAA regarding the proposed pump station. FAA representatives indicate that an updated document will be prepared prior to September 1st.

Treasurer

~ Resolution #44 – 2018

Motion Mr. Schwemm, seconded by Mrs. Prendergast to authorize a transfer from the Bond Redemption and Improvement Fund to the Operating Account in the amount of \$150,000.00. All voted yes.

~ Resolution #45 – 2018

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

~ Resolution #46 – 2018

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

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

Administrative

Mrs. Prendergast motioned to approve the July minutes. This was seconded by Mrs. Moschetto and all voted yes.

~ Resolution #47 – 2018

Motion made by Mr. Schwemm, seconded by Mr. Pfrommer to approve the July 2018 account adjustments. All voted yes.

~ Resolution #48 – 2018

The Camden County Co-op received bids on July 17th for an alternative electric source. A motion was made by Mr. Schwemm, seconded by Mr. Pfrommer to authorize a resolution confirming the award of the Electric Generation Supply contract to South Jersey Energy Company effective September 1, 2018 for a duration of two (2) years. All voted yes.

Block 5932, Lot 4, 7 North Mount Airy Avenue

The property owner has requested an exemption from connecting to the sanitary sewer system recently installed. The length of service pipe needed to service this home is greater than 300' and not feasible for a reasonable connection. At such time that the sewer is extended along Allen Street, a cleanout will be installed at a more accessible location for connection. A motion was made by Mr. Schwemm, seconded by Mrs. Prendergast to authorize an exemption from the mandatory connection requirement. All voted yes.

Also discussed were the current and future requests for extensions to the deadline to connect to the sewer. Those extensions will be reviewed as received and minimal extensions will be granted administratively.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mr. Pfrommer at 6:40 pm. All voted yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

Date Approved: September 19, 2018

Engineer's Report
Egg Harbor Township MUA
August 15, 2018

Engineering Projects

1. Emergency Maintenance Contract

Kline Construction performed test pits of several force main locations over the past month to verify measurements and locations. They assisted with locating sections of the force mains from the IBM, Helen, Delilah, Whitewater, Beaver, Windsor and CountryAire pump stations.

We have recommended payment in the amount of \$30,951.00 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. Two stations are currently operating with a single pump. Beaver station has a single operating pump but also has a bypass unit in place for emergency. The Windsor station had a pump fail last month, which was sent to Willier to be checked. We received a repair quote earlier today in the amount of \$4,502.00, that we authorized to be completed.

The replacement pump for the English Mill station was received from KSB and put into service last month.

The replacement pumps and VFD's for the Helen station were received and installed by the ACUA. The pump that was borrowed from the Lakeside station was returned. Both stations are now operating with two pumps.

The new pumps for Crystal Lakes will be delivered this week to the ACUA. We anticipate they will be put into service shortly thereafter.

3. **Wet Well Cleaning Contract Administration**

Caprioni Family Septic completed the normally scheduled basket and wet well cleanings over the past month. They also cleaned three of the wet wells in the Linwood system.

We have recommended a payment in the amount of \$10,153.00 from the Operating Account for the work completed in July.

4. **Spills**

There were no spill incidents within the last month.

5. **Trailer Park Pump Station Replacement**

The contractor has received the new wet well and manhole structures. They are waiting on the receipt of the de-watering permit from the NJDEP to proceed with the installation. We anticipate the work beginning later this month.

6. **Gravesmith Drive Sanitary Sewer Extension**

All work has been completed and we anticipate recommending the final payment at the September meeting.

7. **2018 Video Inspection & Main Cleaning**

All work has been completed. A change order has been prepared in the amount of \$3,789.28 for the cleaning and video of some additional 8" sanitary main.

We have recommended a final payment in the amount of \$56,077.46 for the work completed.

8. **Miami Pump Station Elimination**

We will be forwarding the TWA application through the ACUA and NJDEP agencies later this month.

9. **Beaver Pump Station Upgrades**

The Authority will receive bids for this project on August 14th. We will provide a report of bids during the meeting.

10. **Greater Zion Park Casting Installation**

The contractor, Kline Construction has installed approximately 454 of the 961 cleanout castings located throughout the project.

We have recommended a payment in the amount of \$99,157.33 for the work completed to date.

Developer Projects

Extension Applications

1. Clayton - Oak Forest Mobile Homes

The developer is continuing with the construction of the pump station. The control building is nearing completion and will begin the required site improvements around the wet well, including the concrete pad, asphalt driveway and security fencing. We anticipate the station startup will occur within the next 3-4 weeks.

2. Harbor Landing

The project is expected to begin later this month with the construction of the on-site gravity main.

3. Tower Avenue - Aldi

We are waiting for the completion of the video inspection of the constructed gravity mains.

Connection Applications

1. 6059 BHP, LLC

The submitted application is for the construction of a Dunkin Donuts along the front of the English Creek Shopping Center, in a location formerly occupied by a bank. The proposed building will connect into the existing main located in the shopping center within a utility easement.

2. Longport Enterprise, LLC

The applicant has submitted an application for the connection of a proposed single family dwelling at 409 Longport Boulevard. The proposed dwelling will be provided service via the construction of a six-inch lateral connection.

3. Longport Enterprise, LLC

The applicant has submitted an application for the connection of a proposed single family dwelling at 411 Longport Boulevard. The proposed dwelling will be provided service via the construction of a six-inch lateral connection.

4. Danielle Grainger

This application is for the connection of new single family dwelling at be located at 13 Madison Avenue. The proposed dwelling will be provided service via an existing six-inch lateral connection from the main in Madison Avenue.

5. 1st Choice Property Maintenance

This application is for the connection of an existing single family dwelling at 1035 Old Zion Road. The existing dwelling will utilize an existing lateral that was previously installed for the property from the main in Spruce Avenue.

Change of Use Applications

None

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:

Date	August 15, 2018
Resolution #	41 – 2018
Contract #	107 [Beaver Pump Station Rehabilitation]
Vendor	TKT Construction, Inc
Amount	\$ 393,000.00
Reason	Rehabilitation of the Beaver Lakes Pump Station
Time Period	2018
Budget Line Item	Capital Outlay – Pump Station Rehabilitation

Henry C. Schwemm, Treasurer

Theresa Prendergast, 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	August 15, 2018
Resolution #	42 – 2018
Contract #	93 – one (1) year extension [2 nd of 2]
Vendor	Kline Construction
Amount	\$ 191,918.46 \$ 186,328.60 (2017) [Original contract amount \$ 181,784.00]
Reason	Emergency Repairs & Miscellaneous Maintenance Contract
Time Period	September 1, 2018 – August 31, 2019
Budget Line Item	Repair & Maintenance

Henry C. Schwemm, Treasurer

Theresa Prendergast, 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	August 15, 2018
Resolution #	43 - 2018
Vendor	Mobile Dredging & Video Pipe, Inc
Contract	#106 2018 Video Inspection & Main Cleaning
Amount	Change Order #1 [\$ 3,789.28]
Reason	Additional cleaning & video inspection
Time Period	2018
Budget Line Item	Capital: System Rehabilitation

Henry C. Schwemm, Treasurer

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 44-2018

WHEREAS, The Egg Harbor Township Municipal Utilities Authority is desirous of transferring funds from its Bond Redemption and Improvement General Fund to its Operating Account, to be utilized for Operating Expenses

NOW THEREFORE, BE IT RESOLVED by the Authority that the sum of one hundred, fifty thousand dollars (\$150,000.00) be transferred from the Bond Redemption and Improvement General Fund (#81-1779-70-1) of TD Bank, to the Operating Account (#571000579) of OceanFirst Bank (ABA 231270353) by August 16, 2018.

Certification

We certify that the transfer requested above will be utilized for Operating Expenses in accordance with the 2016 Bond Resolutions.

Vincent Polistina, Engineer

Henry C. Schwemm, Treasurer

I, Theresa Prendergast, Secretary, for the Egg Harbor Township Municipal Utilities Authority, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Egg Harbor Township Municipal Utilities Authority held on the 15th day of August 2018 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 45 – 2018

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: August 15, 2018

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of August 15, 2018

Num	Name	Memo	Amount
Operating Account			
		August Payroll	-33,463.94
TEPS	State of NJ Health Benefits	Health & Rx - August 2018	-11,631.27
10344	Egg Harbor Township - Dental	Dental - August 2018	-514.95
10345	Khaled Chowdhury	Refund Overpayment 2952-0,9002-0, 12925-0	-418.63
10346	Farid Ahmed	Refund Overpayment 3416-0	-332.00
10347	American Water Capital Corp	Customer No. 305657	-297.41
10348	Egg Harbor Township - Office Rent	Office Rent - Aug - Oct 2018	-12,500.00
10349	Mossman's Business Machines	Invoice # 5581	-18.67
10350	Press of Atlantic City, The	Acct. # 8000571	-110.88
10351	State of New Jersey - Dept of Labor	0-221-864-631/000-00	-7.25
10352	US Postal Service- stamps & envel...	Account #E87177845	-8,501.55
10353	Atlantic County Utilities Authority	Account No. 143/144	-596,644.00
10354	CW Sales Corporation	Acct. # EGGHAR	-265.36
10355	Environmental Systems Research ...	Invoice #93495785	-2,445.00
10356	GenServe, Inc.	Invoice # 0153208 & 0153308	-4,331.40
10357	Grainger	Acct. # 877163162	-347.96
10358	Municipal Maintenance Co.	Invoice # 4122	-3,090.00
10359	One Call Concepts, Inc.	Account # 12-EGC	-740.00
10360	USABlueBook	Customer No. 605705	-683.99
10361	Xylem Dewatering Solutions, Inc.	Customer No. 5217	-11,983.00
10362	AT & T	Acct. # 020 595 7994/5499	-58.84
10363	Atlantic City Electric	multiple accounts	-21,354.70
10364	New Jersey American Water Co.	multiple accounts	-628.84
10365	South Jersey Gas	Acct: 11341704119 & 11338452912	-104.94
10366	Verizon	Acct. #201 Z42 0142 999 78 Y	-143.34
10367	Verizon Wireless	Acct. # 200702280-00001	-147.55
10368	Atlantic County Utilities Authority	Account No. 143/144	-15,164.25
10369	Atlantic County Utilities Authority	Account No. 143/144	-89,520.56
10370	Caproni Family Septic	Account # 1448	-10,153.00
10371	Kline Construction Co. Inc.	Account No. 1417	-30,951.00
10372	Michael Angerman Landscaping, Inc.	Invoice # 31180726	-2,317.50
10373	Mobile Dredging & Video Pipe, Inc.	Contract No. 106 Pay Estimate No. 2 - Final	-56,077.46
10374	Kline Construction Co. Inc.	Account No. 1417	-99,157.33
10375	Polistina & Associates, LLC	July 2018	-67,668.50
10376	Ridgway Legal	July 2018	-10,378.75
Total Operating Account			-1,092,153.82
TOTAL			-1,092,153.82

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 46 – 2018

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: August 15, 2018

Theresa Prendergast, Secretary

11:06 AM

08/15/18

Accrual Basis

EHTMUA
Checks Written - Developer Account
As of August 15, 2018

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Developer Account			
3309	Ridgewood Point, LLC	Refund Esrow Balance #05-104 & 08-32	-11,324.92
3310	Kiejdan Family LLC	Refund Escrow Balance #06-54	-2,722.93
3311	Creek Development LLC	Refund Escrow Balance #08-09	-762.75
3312	Louis Altobelli	Refund Escrow Balance #10-04	-1,717.00
3313	3089 English Creek LLC	Refund Escrow Balance #11-14	-732.75
3314	Atlantic City and Cnty Board of R...	Refund Escrow Balance 14-25	-1,212.50
3315	Polistina and Associates	July 2018	-5,009.50
	Total Developer Account		-23,482.35
TOTAL			-23,482.35

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION # 47 – 2018

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.

- July 2018 Adjustments

Dated: August 15, 2018

Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority Monthly Adjustment Report July 2018

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Reason</u>	<u>Amount</u>
Delinquent Charges					
	07/25/2018	30624	10200-0 subsequent penalty	Mun Lien foreclosed by Twp	-656.36
	07/25/2018	30626	10200-0 lien penalty	Mun Lien foreclosed by Twp	-9.11
	07/26/2018	30646	2539-0	Good History	-2.49
	07/26/2018	30648	5694-0	Paid Prior to Penalty	-2.49
	07/27/2018	30655	5261-0	Deed/New Owner	-2.49
	07/30/2018	30666	12006-0	Good History	-2.49
User Charges					
Commercial Excess					
	07/01/2018	3811	12793-0	Non Profit - Twp Owned	-80.50
Commercial Minimum					
	07/01/2018	3811	7134-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	7429-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	7179-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	9207-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10390-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10748-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10817-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10818-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10819-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	10820-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	11425-0	Non Profit - Twp Owned	-83.00
	07/01/2018	3811	12793-0	Non Profit - Twp Owned	-83.00
Residential					
	07/01/2018	3817	3024-0	Fire Damage	-166.00
	07/25/2018	3830	10200-0 subsequent sewer	Mun Lien foreclosed by Twp	-1,671.67
	07/25/2018	30626	10200-0 lien	Mun Lien foreclosed by Twp	-136.91

**EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION # 48 of 2018**

**Resolution authorizing an award of contract for Electric Generation Supply Services to
South Jersey Energy Company**

WHEREAS, the Egg Harbor Township Municipal Utilities Authority is a member of Camden County- South Jersey Power Cooperative; and

WHEREAS, Camden County as lead agency to the South Jersey Power Cooperative received and opened publicly advertised bids on July 17, 2018 for the purchase of electric generation supply services; and

WHEREAS, Camden County has made a determination on behalf of the Camden County- South Jersey Power Cooperative as to the lowest responsible bidder; and

WHEREAS, South Jersey Energy Company is the lowest responsible bidder for electric generation service and submitted the following rates for bid category 3:

Bid	Awarded Account Category	Bid Price	Service Period
3	ACE	\$0.08132	September 1, 2018-August 31, 2020

WHEREAS, there is a need to award a contract to South Jersey Energy Company for the needs of the Egg Harbor Township Municipal Utilities Authority as described commencing on the above specified dates; and

WHEREAS, funding for the respective contracts shall be encumbered at the rate of the above stated kilowatt-hour amounts to the limit of the budget appropriation for this purpose in accordance with NJAC 5:30-5.5(b)(2) and shall further be contingent upon the availability and appropriation of sufficient funds for this purpose in the Authority's 2018-2020 budgets;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Egg Harbor Township Municipal Utilities Authority, County of Atlantic, State of New Jersey, contingent upon the funding as described herein, the Board authorizes the execution of all documents necessary to effect the agreement described herein with South Jersey Energy Company, 1300 Route 73 North, Suite 308, Mt. Laurel, New Jersey 08054, for Retail Electric Generation Service for the Egg Harbor Township Municipal Utilities Authority.

BE IT FURTHER RESOLVED, that the Authority Treasurer certifies the funds are now available.

I, Theresa Prendergast, Secretary for the Egg Harbor Township Municipal Utilities Authority do hereby certify that the foregoing Resolution was duly approved at the regular meeting of the Egg Harbor Township Municipal Utilities Authority held the 15th day of August, 2018, at the Municipal Building, Egg Harbor Township, New Jersey at 5:30 p.m.

THERESA PRENDERGAST
SECRETARY