

Regular Meeting - Agenda

Wednesday, August 21, 2013

5:30 PM

Mayor's Conference Room

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



1. **Call the meeting to order**
2. **Opening Statement Pursuant to the Open Public Meetings Act**
3. **Roll Call:**
 - Nathan Davis, Chairman
 - Michael Duffy, Vice Chairman
 - H. Chris Schwemm, Treasurer
 - Theresa Prendergast, Secretary
 - Charles Pfrommer, Commissioner
 - Theresa Moschetto, Alternate Commissioner
4. **General Public Discussion**
5. **Budget Adoption- 5:45pm**
 - ~ Resolution # 65 – 2013
 - Release of Designated Funds

 - ~ Resolution # 66 – 2013
 - 2013 – 2014 Budget Adoption
6. **Applications / Project Status**
7. **Ratification of Administrative Action**
8. **Resolution Memorialization**
9. **Engineer Report**
 - ~ Resolution # 67 - 2013
 - Certification of Funds – Emergency Repairs & Miscellaneous Maintenance Contract

 - ~ Resolution # 67A - 2013
 - Pennington Estates Construction/Project Bond
10. **Old Business**
11. **New Business**

12. Treasurer's Report

~Resolution #68 - 2013

Transfer of Funds

~Resolution #69- 2013

Approve Bill List for Operating Account

~ Resolution #70 - 2013

Approve Bill List for Developer Account

~ Resolution #71 - 2013

Approve transfer from Construction Fund to Operating Account

~ Resolution #72 - 2013

Salary Resolution

13. Authority Clerk

~ Resolution #73 – 2013 - July 2013 Adjustments

14. Other Business (not listed on the Agenda)

15. Subcommittee Reports

16. Closed Session (If Necessary)

~ Resolution #74 - 2013

17. Adjournment



**Egg Harbor Township Municipal Utilities Authority
3515 Bargaintown Road
Egg Harbor Township, NJ 08234**

**Wednesday, August 21, 2013
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 – Absent
H. Chris Schwemm, Treasurer – Present
Theresa Prendergast, Secretary – Absent
Charles Pfrommer, Commissioner – Present
Theresa Moschetto, Alternate Commissioner - Present

Also in attendance: Engineer Vince Polistina, Attorney John Ridgway, Bookkeeper Robin Veloso. Mr. Duffy, Mrs. Prendergast and Mrs. Super were excused from the meeting.

Open Meeting to the Public

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

Applications/Project Status/Updates/Discussion

Budget Adoption – 5:45pm

~ **Resolution #65 – 2013** Motion Mr. Schwemm second Mr. Pfrommer to un-designate funds previously designated for various projects. All vote yes.

~ **Resolution #66 – 2013** [2013 – 2014 Annual Budget Approval]
Motion Mr. Schwemm second Mr. Pfrommer to adopt the budget. A roll call vote resulted in all members present voting in favor of the budget.

Ratification of Administrative Action

None

Resolution Memorialization

None

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

~ **Resolution #67 – 2013**

Bids were received for the Emergency Repair and Miscellaneous Maintenance contract. Motion Mr. Schwemm second Mr. Pfrommer to award the contract to the lowest bidder, Kline Construction, in the amount of \$122,161.00. All vote yes.

The Township of Egg Harbor is calling the bonds for the Pennington Estates project. There is nothing for the Authority to do at this time as the sewer lines have been completed.

Mr. Polistina discussed the sewer spill that occurred on Ocean Heights Avenue near Bethel Road. In order to prevent these issues in other areas where the Authority has sewer lines outside of the Township, Mr. Hiller has been in contact with NJ One Call to provide more detailed locations of sewer lines.

Mr. Polistina provided an update on the Miami Pump Station. The Authority is still waiting on a response from FEMA in regards to the alternate project submitted which would eliminate the Miami station. Mr. Polistina expressed his concern for the temporary arrangement as winter approaches. Receiving bids ahead of the FEMA response was discussed and may be an option so that the project is ready to move forward once a decision has been made.

Due to the thin and crumbling pavement in portions of West Atlantic City, revisions to the project are being prepared by Mr. Polistina.

The ground water and soil testing at the FAA for mercury contamination were completed. Results show readings were less than you'd find in normal soil in Southern New Jersey.

Mr. Polistina is currently evaluating the odor issues at several pump stations.

Old Business

None

Treasurer's Report

~ **Resolution #68-2013** – Motion Mr. Schwemm second Mrs. Moschetto to approve to transfer \$200,000 from the Bond Redemption Account to the Operating Account. All voted yes.

~ **Resolution #69-2013** – Motion Mr. Schwemm second Mr. Pfrommer to approve all vouchers presented for payment out of the Operating Account (\$963,532.39). All voted yes.

~ **Resolution #70-2013** – Motion Mr. Schwemm second Mr. Pfrommer to approve all vouchers presented for payment out of the Developer Account (\$4,950.25). All voted yes.

~ **Resolution #71-2013** – Motion Mr. Schwemm second Mrs. Moschetto to approve the Construction Fund voucher (\$1,597.50). All voted yes.

~ **Resolution #72-2013** – The Authority typically provides for the same salary increases as the non-union Township employees. Since they received a 2% salary increase effective January 1st, the Authority will provide the same effective September 1st. Motion Mr. Schwemm second Mr. Pfrommer to approve this increase. All voted yes.

Clerk's Report

~ **Resolution #73-2013** – Motion Mr. Schwemm second Mrs. Moschetto to approve the July 2013 adjustments. All voted yes.

Motion Mrs. Moschetto second Mr. Schwemm to approve the July 2013 open session minutes. All voted yes. Motion Mr. Schwemm second Mrs. Moschetto to approve the July 2013 closed session minutes. All voted yes.

~ **Resolution #74-2013 - Closed Session** – 6:10 PM - Motion Mrs. Moschetto second Mr. Schwemm to enter into closed discussion to discuss potential litigation. The minutes of the closed session will be released once all issues discussed have been resolved. All voted yes.

6:35 PM – Return to Open Session

No action was taken during the closed session

Mr. Ridgway will continue to communicate with Northfield regarding the sewer line and the replacement of the Maple Avenue Bridge, however, it will be more formal than it has been and it will include other interested parties.

Motion Mr. Schwemm second Mr. Pfrommer to adjourn the meeting at 6:45 PM. All voted yes.

Charles Pfrommer, 2nd Assistant Secretary

Prepared by Robin Veloso, Bookkeeper

*August 21, 2013 Minutes
Approved September 18, 2013*

Engineer's Report
Egg Harbor Township MUA
August 21, 2013

Engineering Projects

1. Emergency Maintenance Contract

Weco Construction completed several items within the past month. They completed a repair to the Beaver station force main, repaired a sinkhole on Oakland Avenue and at another area of settlement. We also purchased a manhole frame and lid to provide inventory in case of an emergency.

We have recommended a payment in the amount of \$21,418.76 from the Operating Account for the work completed. The final billing for the current contract will be completed at the next month's meeting.

The Authority is scheduled to receive bids for the 2013-2014 Emergency Maintenance Contract on Tuesday, August 20, 2013. We will provide a report of the bids at the meeting. The current contract expires as of August 31st, 2013.

2. ACUA Contract Administration

Overall, the maintenance logs from the ACUA have been normal during the past month. They have noted an increase in the number of responses to the Ocean Heights station due to clogging issues. We are looking into the best method to resolve the problems. A pump failure and malfunctioning of the alarm dialer led to an overflow on Ocean Heights Avenue. We have selected four stations to receive new Mission Telemetry units within the next 30 days and the Ocean Heights station will be included.

There is only one pump currently out for service, which is from the Lyons Court station. We anticipate replacing the damaged pump due to age and performance issues. The replacement pump was received and installed for the Fernwood station last month. A variable speed drive failed at the Lakeside station and was replaced within the last month.

3. Wet Well Cleaning Contract Administration

Caprioni Family Septic completed various items during the last month. They assisted with bypass trucking during the repair of the Beaver station force main and installed a new support bracket on the basket for

Crystal Lakes station. Caprioni also completed the normal well and basket cleanings this past month.

We have recommended a payment in the amount of \$12,140.04 from the Operating Account for the work completed in July.

4. Spills

The Authority experienced two spill incidents over the course of the last month. The first spill resulted from Verizon damaging the force main from the Beaver Lakes station where it enters the City of Linwood. The force main was damaged by an auger drill used to install utility poles. Our office was notified by the personnel from the City of Somers Point. Weco Construction responded to the scene and completed the repair to the force main. Caprioni Family Septic was also utilized truck waste from the Beaver station to the Joanne station. The spill was estimated to be under 1,500 gallons.

The second spill incident occurred from a manhole located on Ocean Heights Avenue between Blackman Road and the Garden State Parkway overpass. The spill resulted from a pump failure and the alarm dialer malfunctioning. The ACUA responded to the station and resolved the pump issue. The spill was estimated to be under 500 gallons.

5. Miami Pump Station Elimination - Gravity Main Extension

Within the past month our office has received the Treatment Works Approval for the construction of the proposed 450 linear foot gravity main extension. We also received correspondence from CAFRA stating that a CAFRA permit would not be required for the proposed improvements.

We are continuing to work with FEMA to obtain the available funding to construct the gravity main extension.

6. West Atlantic City Rehabilitation Phase III

We have obtained the revised funding for the final restoration and are hopeful to have it completed before the beginning of the school year.

7. Bargaintown (Brookside- Joanne) Cleanout Locations - Re-Bid

The contractor has begun work on the repair and resetting of the cleanouts within the project limits. We estimate that approximately 60% of the work has been completed as of the current billing.

We have recommended a payment in the amount of \$109,759.51 for the work completed.

8. Storybook Pump Station Discharge Pipe Repairs

The contractor for the project has replaced the cracked discharge pipe within the last month, allowing both pumps to operate. We are working with the contractor to schedule the replacement of the other discharge pipe and the guide rail brackets.

No payment request has been submitted.

10. FAA Pump Station Upgrades

The test pits and soil sampling has been completed and we have received the soil results. Our office is reviewing the results with the testing laboratory and expect to respond to the questions raised by the FAA environmental staff.

11. West Avenue Sewer Rehabilitation

The contractor has completed the replacement of the existing eight-inch sanitary main with the eighteen-inch pipe. All work was done overnight to decrease the impact to traffic.

No payment request has been submitted.

12. Brookside Odor Control System

We met with a representative from Siemens to discuss several options for odor control at the Brookside station. We provided some information on the facilities upstream of the station and they plan on taking odor readings to determine the best location and method.

Developer Projects

Extension Applications

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

Connection Applications

1. Gene Doebley - 3034 Tremont Avenue

The applicant is proposing to construct a single-family dwelling on the property and requires the construction of a lateral connection.

2. Lennard Hammerschlag - 300 Martin Luther King

The applicant is proposing to construct a single-family dwelling on the property and requires the construction of a lateral connection.

Change of Use Applications

1. Syed Arif Ali Jeffery - 6206 Black Horse Pike

The applicant has submitted two applications for the conversion of a model home into office space and the conversion of another home into office space and expanded with new construction.

2. EHTBOE Fieldhouse - 24 High School Drive

The applicant has proposed to expand the existing structure by an additional 1,400 square feet. The use of the building will continue to be the same.

Vince Polistina
Authority Engineer

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Release of Designated Funds

RESOLUTION # 65 – 2013

Purpose: Release funds previously designated for Capital Improvement

WHEREAS, the Egg Harbor Township Municipal Utilities Authority (referred to as “Authority” or “EHTMUA”) is a duly formed and authorized public body created under the Municipal and County Utilities Authorities Law, as set forth in Chapter 183 of the Laws of New Jersey of 1957 as amended (the “Act”) for the purposes of overseeing the provision and development of sewerage facilities and services within Egg Harbor Township, New Jersey as more particularly set forth in the Act; and

WHEREAS, the Authority had determined that certain pumping stations and existing infrastructure required maintenance, improvements, upgrades and extensions to properly service the Authority’s sanitary sewer system and allocated and designated funds for specific projects;

WHEREAS, the Authority has determined that the allocation and designation of funds is no longer required;

NOW, THEREFORE, BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority as follows:

The Authority Treasurer is hereby authorized and directed to release the allocation and designation previously placed, as listed below:

- | | |
|-----------------------------------|--------------|
| ▪ Farmington East sewer extension | \$675,000.00 |
| ▪ Searstown Pump Station | \$650,000.00 |
| ▪ Trailer Park Pump Station | \$100,000.00 |
| ▪ Cardiff Pump Station | \$ 75,000.00 |

I, Charles Pfrommer, 2nd Assistant 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 the 21st day of August, 2013 at the Municipal Building, located at 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 p.m.

Charles Pfrommer, 2nd Assistant Secretary

2014 ADOPTED BUDGET RESOLUTION

Egg Harbor Township Municipal Utilities Authority

AUTHORITY BUDGET

FISCAL YEAR: **FROM:** September 1, 2013 **TO:** August 31, 2014

WHEREAS, the Annual Budget and Capital Budget/Program for the Egg Harbor Township Municipal Utilities Authority for the fiscal year beginning September 1, 2013 and ending, August 31, 2014 has been presented for adoption before the governing body of the Egg Harbor Township Municipal Utilities Authority at its open public meeting of August 21, 2013; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 5,945,000, Total Appropriations, including any Accumulated Deficit, if any, of \$ 5,458,354 and Total Unrestricted Net Assets utilized of \$ 237,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 525,000 and Total Unrestricted Net Assets planned to be utilized of \$ 525,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Egg Harbor Township Municipal Utilities Authority, at an open public meeting held on August 21, 2013 that the Annual Budget and Capital Budget/Program of the Egg Harbor Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2013 and, ending, August 31, 2014 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature)

(Date)

| | | | | |
|---------------------------|---------------|-----|---------|--------|
| Governing Body Member: | Recorded Vote | | | |
| | Aye | Nay | Abstain | Absent |

- Nathan Davis**
- Michael Duffy**
- H. Chris Schwemm**
- Theresa Prendergast**
- Charles Pfrommer**
- Theresa Moschetto (Alternate)**

**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 21, 2013 |
| Resolution # | 67 – 2013 |
| Vendor | Kline Construction |
| Amount | \$ 122,161.00 |
| Reason | Emergency Repair & Miscellaneous Maintenance |
| Time Period | September 1, 2013 – August 31, 2014 |
| Budget Line Item | Repair & Maintenance |

Henry C. Schwemm, Treasurer

Charles Pfrommer, 2nd Assistant Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 68-2013

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 two hundred thousand dollars (\$200,000.00) be transferred from the Bond Redemption and Improvement General Fund (# 81-1779-70-1) of TD Bank, to the Operating Account (#571000579) of Cape Bank by August 22, 2013.

Certification

We certify that the transfer requested above will be utilized for Operating Expenses in accordance with the 2007 Bond Resolution.

Engineer

Treasurer

Date

Date

I, Charles Pfrommer, 2nd Assistant 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 21st day of August 2013 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

Charles Pfrommer, 2nd Assistant Secretary

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 69 – 2013

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 21, 2013

Theresa Prendergast
Secretary

Egg Harbor Township Municipal Utilities Authority Checks Written - Operating Account

As of August 21, 2013

| Num | Name | Memo | Amount |
|-------------------------|---------------------------------------|---|---------------------------|
| BT | | September Payroll | -27,487.37 |
| TEPS | State of NJ Health Benefits | August 2013 | -11,075.38 |
| 8554 | Egg Harbor Township - Dental | Dental Benefits - September 2013 | -494.46 |
| 8555 | Crystal Springs | Invoice # 3228663 080113 | -30.08 |
| 8556 | Daily Journal, The | Acct. # 108712 | -13.30 |
| 8557 | Edmunds Direct Mail, Inc. | Invoice # 082013016-12 | -741.00 |
| 8558 | Egg Harbor Township - Office Rent | Office Rent - August thru October 2013 | -12,500.00 |
| BT | EHTMUA | Reimbursement: Checks 1524 - 1527 | -343.85 |
| 8559 | Mossman's Business Machine | Invoice #131515/131293/131510 | -287.39 |
| 8560 | Press of Atlantic City, The | Acct. # 103389 | -110.01 |
| 8561 | Staples Advantage | Customer: PHL 1057418 | -67.00 |
| 8562 | State of New Jersey | Annual Assessment: 0-221-864-631 | -82.89 |
| 8563 | Elaine Super | Replenish Cash on Hand | -112.44 |
| 8564 | W.B. Mason Co., Inc. | Customer # C2165338 | -372.06 |
| 8565 | Egg Harbor Township Tax Collector | Refund: 1303/2 CXL Mun Lien | -246.46 |
| 8566 | Holy Trinity Greek Orthodox Church | Refund Sewer Service Chgs 07/30/13 - 08/31/13 | -26.90 |
| 8567 | Chapman Ford Sales, Inc. | Invoice # FOCS406312 | -1,080.23 |
| 8568 | City of Pleasantville | Tilton Rd & Langston Avenue | -36,956.80 |
| 8569 | Clegg's Garage, Inc. | Invoice # 37250 | -227.56 |
| 8570 | CW Sales Corporation | Acct. # EGGHAR | -8,105.02 |
| 8571 | Egg Harbor Township - Fuel Usage | Fuel Usage: Jan 1, 2013 - July 31, 2013 | -7,817.64 |
| 8572 | Egg Harbor Township Police Department | Invoice # 327 | -4,425.00 |
| 8573 | McMaster-Carr Supply Co. | Invoice # 56250365 | -220.29 |
| 8574 | NAPA Auto Parts | Customer # 4162 | -219.74 |
| 8575 | One Call Concepts, Inc. | Invoice # 3075259 | -348.06 |
| 8576 | USABlueBook | Invoice #007727 & 100103 | -195.80 |
| 8577 | Xylem Dewatering Solutions, Inc. | Invoice #400321511/25250 | -1,452.00 |
| 8578 | AT & T | Acct. # 020 595 7994/5499 | -150.17 |
| 8579 | Atlantic City Electric | multiple accounts | -18,872.10 |
| 8580 | New Jersey American Water Co. | multiple accounts | -668.53 |
| 8581 | South Jersey Gas | Acct: 11341704119 & 11338452912 | -49.56 |
| 8582 | Verizon | Acct. #201 Z42 0142 999 78 Y | -640.52 |
| 8583 | Verizon Wireless | Acct. # 200702280-00001 | -128.39 |
| 8584 | All-Green Turf Management, Corp. | Account No. 3341 | -2,299.08 |
| 8585 | Atlantic County Utilities Authority | User Fee 2013/3 | -590,704.00 |
| 8586 | Caproni Family Septic | Account # 1448 | -12,140.04 |
| 8587 | Perna Finnigan, Inc. | Bargaintown Lateral Repair - Pay Est. No. 1 | -109,759.51 |
| 8588 | Weco Construction, Inc. | Customer No. 0504 | -21,418.76 |
| 8589 | Polistina & Associates, LLC | July 2013 | -77,070.50 |
| 8590 | Polistina & Associates, LLC | July 2013 | -1,597.50 |
| 8591 | Ridgway & Ridgway | July 2013 | -12,995.00 |
| Total Operating Account | | | <u>-963,532.39</u> |
| TOTAL | | | <u>-963,532.39</u> |

EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 70 – 2013

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 21, 2013

Theresa Prendergast
Secretary

2:38 PM
08/21/13
Accrual Basis

EHTMUA
Checks Written - Developer Account
As of August 21, 2013

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|-----------------------------|--------------------------------|---|------------------|
| CB Developer Account | | | |
| 3117 | D.R. Horton, Inc. - New Jersey | Refund Escrow - Project #07-07 complete | -1,031.25 |
| 3118 | Polistina and Associates | July 2013 | -3,919.00 |
| | Total CB Developer Account | | -4,950.25 |
| TOTAL | | | -4,950.25 |

Construction Fund Requisition

Resolution # 71-2013

Egg Harbor Township Municipal Utilities Authority
 3515 Bargaintown Road
 Egg Harbor Township, NJ 08234-8321

| Vendor | Description/ Project | Amount |
|---|------------------------------|--|
| Polistina & Associates, LLC | West Atlantic City Phase III | \$ 1,597.50 |
| | | |
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| | | |
| | | |
| Requisition Total | | \$ 1,597.50 |
| Authority Certification | | Consulting Engineer's Certification |
| <p>We certify that the cost(s) listed above have been incurred by the Authority and are proper charges against the Construction Fund. In addition, each cost requisitioned is unpaid and has not been the basis of any previous withdrawal.</p> | | <p>I approve the requisition of funds and certify that the cost(s) listed above are for work performed or materials installed in or about the construction of the Project and were incurred in accordance with the plans and specifications for the Project, or duly approved change orders.</p> |
| <p>_____</p> <p>Chairman/ Vice-Chairman</p> | | <p>_____</p> <p>Engineer</p> |
| <p>_____</p> <p>Treasurer/Secretary</p> | | <p>_____</p> |
| <p>Date <u>08/21/13</u></p> | | <p>Date <u>08/21/13</u></p> |
| Order Information | | Transfer Record (EHTMUA Use Only) |
| <p>Requisition Number <u>13-008</u></p> | | <p>Date Received _____</p> |
| <p>Date Requested <u>08/22/13</u></p> | | <p>Posted by _____</p> |
| <p>Construction Fund Account <u>81-1778-50-5</u></p> | | <p>To Operating Account <u>Cape Bank 571 000 579</u></p> |

EGG HARBOR TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 72 - 2013

Purpose: Establishing the salary ranges of the Egg Harbor Township Municipal Utilities Authority commencing September 1, 2013.

WHEREAS, the Egg Harbor Township Municipal Utilities Authority (Authority) is a corporate body duly created and existing under the County and Municipal Utilities Authority Law, Chapter 183 of the Laws of New Jersey of 1957 as amended; and

WHEREAS, the Authority was created by an ordinance duly adopted by the Township Committee of the Township of Egg Harbor (Township) on September 9, 1964; and

NOW THEREFORE, be it resolved the Salary Administration Policy of the Authority authorizes an annual increase on September 1st of each year increasing the salaries and the salary ranges of the Authority employees by the same percentage that the township increased the non-contractual Employees of the prior January 1st. The township's non-contractual employees did receive an increase for 2013 in the amount of 2% and therefore the Authority employees will receive the same increase. The following rates and ranges shall be in effect until changed by a subsequent resolution of the Authority. Commencing September 1, 2013 the salaries and salary ranges for all Authority Employees, both full time and part time, shall be increased by 2%.

I, Charles Pfrommer, 2nd Assistant 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 the 21st day of August, 2013 at the Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, New Jersey at 5:30 PM.

Charles Pfrommer, 2nd Assistant Secretary

Egg Harbor Township Municipal Utilities Authority

Resolution # 73 - 2013

July Adjustments

WHEREAS, there are certain accounts requiring adjustments for sewer service charges and/or interest charges.

| Acct # | Property Location | Amount | P or I | Explanation |
|---------------|--------------------------|---------------|---------------|-------------------------------------|
| 5485-0 | 13 Osprey Court | \$ 2.26 | I | New Owner, Title Co did not pay |
| 6093-0 | 103 Lautoka Drive | \$ 2.26 | I | Good History |
| 6621-0 | 145 Longport Blvd C10 | \$ 2.26 | I | Paid Tax Collector prior to penalty |
| 4813-0 | 307 Folsom Avenue | \$ 2.26 | I | Good History |
| 11818-0 | 5066A Ridge Avenue | \$ 1.13 | I | Good History |
| 12275-0 | 205 Westgate Road | \$ 2.26 | I | Good History |
| 6528-0 | 8 Point Drive | \$ 2.26 | I | Bill received late |
| 8983-0 | 201 Beacon Hill | \$ 2.26 | I | Good History |
| 7877-0 | 331 Blossom Circle | \$ 1.13 | I | Bill sent to wrong address |
| 3619-0 | 203 Palermo Avenue | \$ 2.26 | I | Good History |

WHEREAS, there are certain account requiring a refund for sewer service charges and/or interest charges.

| Acct # | Property Location | Amount | P or I | Explanation |
|---------------|--------------------------|---------------|---------------|--------------------|
| None | | | | |

NOW THEREFORE, be it resolved by the Egg Harbor Township Municipal Utilities Authority that said accounts are hereby adjusted and/or refunded in the specified amounts.

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 MUA held on August 21, 2013 at the Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, NJ at 5:30 PM.

Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
Closed Session**

RESOLUTION # 74 – 2013

Resolution to convene into Closed Executive Session to discuss matters which may involve litigation and/or personnel

WHEREAS, the Open Public Meetings Act, PL 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Authority wishes to discuss matters involving Personnel and/or Litigation as follows:

Potential Litigation related to sewer line relocation responsibility

WHEREAS, minutes will be kept and once the matter(s) involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public;

NOW, THEREFORE, BE IT RESOLVED by the Egg Harbor Township Municipal Utilities Authority that the public be excluded from this Closed Executive Session of the Authority meeting.

Dated: August 21, 2013

Charles Pfrommer
2nd Assistant Secretary