

Regular Meeting

Wednesday, September 19, 2012

5:30 PM

Mayor's Conference Room

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

Agenda

Call meeting to order

Public Meeting Announcement

Roll Call:

Nathan Davis, Chairman

Michael Duffy, Vice Chairman

H. Chris Schwemm, Treasurer

Theresa Prendergast, Secretary

Charles Pfrommer, Commissioner

Theresa Moschetto, Alternate Commissioner

Open Meeting to the Public

Applications /Project Status

- 5205-5210/multiple, Ocean Heights & English Creek Avenues
Clayton/Brangan/Gauta

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, September 19, 2012
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, and Authority Clerk Elaine Super. Mr. Duffy and Mrs. Prendergast were excused from the meeting.

Open Meeting to the Public

There was no public in attendance. Mr. Schwemm motioned to close the public portion of the meeting, seconded by Mr. Pfrommer. All vote yes.

Applications/Project Status/Updates/Discussion

5205-5210/multiple lots

Ocean Heights & English Creek Avenues

Representative’s Present: Ralph Clayton, Brian Brangan, Walt Gauta, Paul Casacio, Sal Perillo, Andy Schaeffer, Keith Ottes, Christopher Hanlon

Mr. Polistina provided a brief history of the project as well as each of the components. There are still several issues that must be worked out, including the routing of the force main, the homes surrounding the project, the easement for the pump station and on-site sewer lines, etc.... The applicants were unable to come to an agreement on these items and all eight representatives convened to the hallway for a brief discussion. Upon their return, the only thing agreed upon was that they would collectively have a revised design plan submitted with the anticipation of the application being included on the October agenda. No action was taken by the Authority.

Resolution Memorialization

None

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

Due to the colder weather approaching, it was suggested that the odor unit proposed to be tested at the Brookside pump station be delayed until the springtime.

The pumps at the Next Gen station will be pulled and stored until flow is generated from the project.

Attorney's Report

The attorney recommended closed session later in the meeting to discuss personnel issues and possible litigation.

Treasurer's Report

Motion Mr. Schwemm second Mr. Pfrommer to approve all vouchers presented for payment out of the Operating Account (\$304,915.52). All vote yes.

Motion Mr. Schwemm second Mr. Pfrommer to approve all vouchers presented for payment out of the Developer Account (\$11,020.75). All vote yes.

Motion Mr. Schwemm second Mr. Duffy to approve the Construction Fund voucher (\$28,573.18). All vote yes. Resolution #48-2012.

Mr. Schwemm provided a recap of the finances for the end of the fiscal year. Actual revenue was less than expected in both sewer service charges as well as connection fees. Due to the reduction in workforce, personnel expenses were less than expected. The funds budgeted for Capital Outlay were spent. There is approximately \$500,000 in the bond account.

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

Clerk's Report

A request was made to waive a fee charged for a returned check. Motion Mr. Schwemm second Mr. Pfrommer to waive the fee for account number 11291-0.

Motion Mr. Schwemm second Mr. Pfrommer to approve the August 2012 adjustments. All vote yes. Resolution #49-2012

Motion Mr. Pfrommer second Mrs. Moschetto to approve the August 2012 minutes. All vote yes.

Motion Mr. Schwemm second Mr. Pfrommer to approve the August 2012 closed session minutes. All vote yes.

New Business

Chairman Davis advised the board of commissioners that the laws governing the pension system require a review of members in the system. This will be discussed further in closed session. Mr. Ridgway did provide a brief history for those members that may not have been present at previous meetings.

Closed Session – 6:40PM - Motion Mr. Pfrommer second Mrs. Moschetto to enter into closed discussion to discuss a personnel issue as well as potential litigation. All vote yes. Resolution #50-2012

7:05PM – Return to Open Session

No action was taken during the closed session.

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

Charles Pfrommer, Assistant Secretary

Prepared by Elaine Super, Authority Clerk

September 19, 2012 Minutes
Approved November 14, 2012

Engineer's Report
Egg Harbor Township MUA
September 19, 2012

Engineering Projects

1. Emergency Maintenance Contract

Weco Construction completed several miscellaneous items last month. They repaired a broken water service to the yard hydrant at the Cardiff Station. Weco also performed work on several locations along the Milan Avenue Easement clearing and leveling the vegetative overgrowth to improve access. A bill has not yet been submitted.

2. ACUA Contract Administration

The maintenance logs have been normal over the past month. There is only one pump out of service, which is from the Front Street pump station. The pump has been ordered and we are awaiting shipment.

During the last month a soft start at the Storybook station failed. We are obtaining pricing for a replacement unit from a few suppliers.

One of the discharge pipes located within the well at the Delancy station was recently found to have a leak. The ACUA evaluated the leak and has recommended that we replace the discharge pipe in lieu of a repair. We are in the process of getting informal quotes from three contractors to complete the necessary work.

3. Wet Well Cleaning Contract Administration

During the past 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 payment in the amount of \$11,445.50 from the Operating Account for the work completed in August.

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 final restoration on all of the affected roads where the sanitary mains were replaced in Phases I and II. The traffic striping on all of the roads has now been completed. We are working with the contractor to complete the final punchlist items and expect them to be completed by the end of this month.

We have recommended a payment in the amount of \$19,993.18 from the Operating Account for the work completed to date.

6. **Cardiff Center Sanitary Main Replacement**

The small section of sanitary main located under a portion of one of the existing buildings was lined. The contractor also rehabilitated the existing manhole to reform the channel and protect it against deterioration.

We have recommended a payment in the amount of \$20,359.50 from the Operating Account for the work completed to date.

7. **Brookside - Joanne Video Inspection**

A contract for this project was awarded at last month's meeting to Video Pipe Services, Inc. Work is anticipated to begin within the next few weeks.

8. **Milan Avenue Video Inspection**

A contract for this project was awarded at last month's meeting to Video Pipe Services, Inc. They have completed the cleaning video inspection of approximately 80% of the sanitary mains located within the project limits.

Many of the manholes were located in areas of severe vegetative overgrowth and have required substantial clearing work to gain access. Several other manholes are located adjacent to properties where fences were installed or in the vicinity of large piles of debris and have proved difficult to find.

From the information obtained so far several mains have served sags and hold water for long stretches.

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 are currently working with the FAA to address the environmental concerns they had regarding the revised scope.

10. **Miami Pump Station Improvements**

We are continuing to work on the reconfiguration of the station from a wet pit / dry pit station to a submersible station. All of the control electronics will be located above ground.

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 bid within the next few months.

13. **Brookside Odor Control**

During of the course of the trial application of a treatment solution this summer we found a varying degree of success at eliminating odors at the Brookside station. The Authority received only a few official odor complaints but odor levels did increase at specific times during the day based on the use of an Oda logger. We are continuing to evaluate the performance of the treatment and review other available treatment options.

Developer Projects

1. **Next Generation Aviation**

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

Vince Polistina
Authority Engineer

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
As of September 19, 2012

Num	Name	Memo	Amount
Operating Account			
		October Payroll	-29,441.65
TEPS	State of NJ Health Benefits	Health & Rx September 2012	-9,427.81
8226	Egg Harbor Township	Dental - September 2012	-494.46
8227	Crystal Springs	Invoice #3228663090112	-34.51
8228	Edmunds Direct Mail, Inc.	Invoice #082012147-29	-438.05
8229	MGL Printing Solutions	Acct. # E069; Invoice #106921	-1,072.30
8230	Mossman's Business Machine	Invoice #127942	-41.23
8231	Press of Atlantic City, The	Acct. # 103389	-492.58
8232	Staples Advantage	Customer: PHL 1057418	-50.24
8233	State of New Jersey	YE 12/2011 EGGH	-89.69
8234	Norman & Charlotte Schwartz	Refund 8752-0 (disconnected)	-75.00
8235	Mission Communications, LLC	Invoice #40017769	-35.00
8236	One Call Concepts, Inc.	Invoice #2085257	-382.54
8237	Signs by Moe	Invoice # 3238	-118.44
8238	USABlueBook	Invoice # 742181	-647.50
8239	AT & T	Acct. # 020 595 7994/5499	-175.93
8240	Atlantic City Electric	multiple accounts	-18,043.31
8241	New Jersey American Water Co.	multiple accounts	-743.15
8242	South Jersey Gas	Acct: 11341704119 & 11338452912	-104.75
8243	Verizon	Acct. #201 Z42 0142 999 78 Y	-806.14
8244	Verizon Wireless	Acct. # 200702280-00001	-125.84
8245	All-Green Turf Management, Corp.	Account No. 3341	-3,654.00
8246	Atlantic County Utilities Authority	3rd Qtr Maintenance Agreement	-84,868.47
8247	Caprioni Family Septic	August 2012	-11,445.50
8248	Mathis Construction Company	Cardiff Ctr Main Rehab - Pay Estimate No. 3	-20,359.50
8249	Perna Finnigan, Inc.	WAC Phase II Pay Estimate No. 6	-19,993.18
8250	Polistina & Associates, LLC	August 2012	-79,800.25
8251	Polistina & Associates, LLC	August 2012	-8,580.00
8252	Ridgway & Ridgway	August 2012	-13,374.50
	Total Operating Account		-304,915.52
TOTAL			-304,915.52

11:47 AM
09/26/12
Accrual Basis

EHTMUA
Checks Written - Developer Account
As of September 19, 2012

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
CB Developer Account			
3087	Polistina and Associates	August 2012	-10,129.50
3088	Ridgway & Ridgway	August 2012	-891.25
	Total CB Developer Account		<u>-11,020.75</u>
TOTAL			<u><u>-11,020.75</u></u>