

**Regular Meeting - Agenda**

Wednesday, September 20, 2017

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 Memorialization**

- ~ **Resolution #47 – 2017** [Sewer Extension – Preliminary Approval]  
Block 2112, Lot 3 [6814 Black Horse Pike – Lidl Operations, LLC]

**Engineer Report**

- ~ **Resolution #55 – 2017** [Certification of Funds – Contract Extension]  
Contract #93 – Repair & Maintenance [\$ 186,328.60]
- ~ **Resolution #56 – 2017** [Certification of Funds – Contract Change Order]  
Contract #95 – English Creek Cleanout repair [- \$25,340.74]
- ~ **Resolution #57 – 2017** [Certification of Funds – Contract Change Order]  
Contract #100 – Windsor Cleanout repair [- \$2,692.90]
- ~ NJ State Transportation Agreement  
Route 40 Atlantic County Drainage Project

**Treasurer's Report**

- ~ **Resolution #58 – 2017** [Approve Bill List for Operating Account]
- ~ **Resolution #59 – 2017** [Approve Bill List for Developer Account]

**Administrative Report**

- ~ Approval of August 2017 minutes
- ~ **Resolution #60 – 2017** [August Adjustments]
- ~ **Resolution #61 – 2017** [Renewal - NJ Utility Authorities Joint Insurance Fund]

**Other Business** (not listed on the Agenda)

**Closed Session** (If Necessary)

**Adjournment**

*Formal action may or may not be taken.*

September 20, 2017  
Meeting Minutes

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

<b>Roll Call:</b>	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 also 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.

### **Resolution Memorialization**

~ **Resolution #47 – 2017** [Sewer Extension – Preliminary Approval]  
Block 2112, Lot 3 [6814 Black Horse Pike – Lidl Operations, LLC]

Preliminary Approval was granted at the August meeting. The resolution was prepared and circulated. Mr. Schwemm made a motion to memorialize the resolution. Seconded by Mr. Pfrommer. All voted yes.

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

~ **Resolution #55 – 2017** [Certification of Funds – Contract Extension]

Contract #93 – Repair & Maintenance

Due to the 2.5% rate index increase, the contract with Kline Construction will increase to \$186,328.60. A motion was made by Mr. Schwemm, seconded by Mrs. Pfrommer to authorize the extension. All voted yes.

~ **Resolution #56 – 2017** [Certification of Funds – Contract Change Order]

Contract #95 – English Creek Cleanout repair [- \$25,340.74]

No action was taken and this resolution is voided. This will be addressed at the October meeting.

~ **Resolution #57 – 2017** [Certification of Funds – Contract Change Order]

Contract #100 – Windsor Cleanout repair [- \$2,692.90]

A motion was made by Mr. Schwemm, seconded by Mr. Pfrommer to approve this change order as some of the work listed in the contract was not required. All voted yes.

~ NJ State Transportation Agreement

Route 40 Atlantic County Drainage Project

Mr. Schwemm made a motion, seconded by Mr. Pfrommer to authorize the chairman to sign the agreements with the State's Department of Transportation. Drainage between Atlantic City and Egg Harbor Township is being repaired and some repair activity may have an impact on the sanitary sewer. All voted yes.

Weco Construction was working for the county on Old Egg Harbor Road when they excavated a sanitary force main that was in a location somewhere other than where it was thought to be. Emergency repairs to the force main were required and it was determined that since Weco Construction had the expertise, equipment and materials to make the necessary repairs, they should proceed with the repairs at that moment. All members were in agreement that this was appropriate action.

FEMA has provided an approval letter for the recently revised alternate project eliminating the Miami pump station. The work must be completed prior to October 2018.

### **Alternative Electric Discussion**

Mr. Ridgway provided a report on the preliminary findings of obtaining electric from an alternate source. The cost savings may be significant and it is imperative that this be investigated and acted upon in a timely manner. If a special meeting is required, it will be called and arranged for ahead of the October 18<sup>th</sup> meeting. A sub-committee consisting of Mr. Schwemm, Mrs. Moschetto, Mr. Ridgway, Mr. Polistina and Mrs. Super was established.

### **Treasurer**

~ Resolution #58 – 2017

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

~ Resolution #59 – 2017

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

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

### **Administrative**

~ Resolution #60 – 2017

Motion made by Mr. Schwemm, seconded by Mr. Pfrommer to approve the August 2017 account adjustments. All voted yes.

~ Resolution #61 – 2017

Motion made by Mrs. Prendergast, seconded by Mr. Schwemm to authorize the chairman to sign the three (3) year agreement for the Joint Insurance Fund Renewal. All voted yes.

Mr. Schwemm motioned to approve the August minutes. This was seconded by Mr. Pfrommer and all voted yes.

A motion to adjourn the meeting was made by Mr. Schwemm, seconded by Mrs. Prendergast at 6:25 pm. All voted yes.

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Theresa Prendergast, Secretary

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Prepared by Elaine Super, Authority Clerk

Date Approved: October 18, 2017

**Engineer's Report**  
**Egg Harbor Township MUA**  
**September 20, 2017**

**Engineering Projects**

**1. Emergency Maintenance Contract**

Kline Construction completed maintenance work at the Cardiff Pump Station, repairing a portion of the concrete around the wet well. They also completed repairs to the asphalt apron at the Bayport Pump Station.

We have recommended a payment in the amount of \$3,670.00 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. As noted in last month's report the ACUA replaced the wear rings in the pumps at the Country Aire station at the end of August. The ACUA have notified us that the impellers are also worn and need to be replaced. We authorized the ACUA to order the replacement impellers at a total cost of \$2,600.00.

There are currently three stations operating with a single pump. We received a quote in the amount of \$7,465.00 from Lockwood Electric to repair pump no. 1 from the Island Inn station. The ACUA is obtaining pricing for a replacement model.

One pump is currently operational at the Reserves station due to a failure of a variable frequency drive. We have obtained pricing for a replacement model from Benshaw at a cost of \$950.00.

Earlier this month pump no. 1 at the Delaware station experienced seal and thermal failures. Since the pump is less than an year old it was sent to Willier for service under the warranty coverage. Pump no. 2 failed this week and created a situation with no operational pumps. An old pump was taken from the stock at the Woodrow station yard and put into temporary operation. We have obtained pricing for a new KSB pump to replace pump no. 2 since it is original to the station. The replacement pump cost is \$4,760.00.

### 3. Wet Well Cleaning Contract Administration

Caprioni Family Septic assisted with bypassing of the Trailer Park station during the repair to the force main at the Trailer Park station in August. Caprioni completed the normally scheduled basket and wet well cleanings this past month and also completed preventative maintenance jetting in several areas selected by the Authority Operator.

We have recommended a payment in the amount of \$13,207.21 from the Operating Account for the work completed in August.

The current Wet Well Contract will expire on October 31, 2017. Both of the one-year extensions have been utilized so our office will begin preparing the updated contract documents to bid the work later this month for award at the October meeting. The new contract will take effect as of November 1, 2017.

### 4. Spills

There were no spill incidents within the last month.

### 5. Trailer Park Force Main Repair & Realignment

Last month the Atlantic County Engineering Department hired Arthur Henry, Inc. to repair a sink hole and damaged stormwater line located along Old Egg Harbor Road between Fire Road and the Black Horse Pike. As they excavated the stormwater line going towards the Trailer Park pump station they located an eight-inch (8") ductile iron main crossing their path running across the roadway.

After checking the operation of the station it was determined the eight-inch (8") main was actually the force main for the Trailer Park pump station. The Authority as-builts had indicated the force main extended from the station and ran parallel with Old Egg Harbor Road and crossed Fire Road in a southerly direction.

During the initial excavation and continual disturbance, the force main began to leak and needed to be repaired. Since Arthur Henry, Inc. was already on-site with a crew and various pieces of equipment we directed them to repair the force main, once they agreed to complete the work under the current maintenance contract unit pricing. As the main was repaired, we also directed Henry to realign the force main out of the path of the County stormwater to prevent future conflicts.

We have recommended a payment in the amount of \$12,625.19 for the repair and realignment work.

### 6. North Mount Airy Extension

The contractor, Perna-Finnigan, Inc. has completed the installation of the proposed gravity mains and sanitary sewer laterals. All temporary restoration has been completed. We anticipate the final roadway restoration will be completed sometime in November to allow for a sufficient settlement period.

We have recommended a payment in the amount of \$102,077.06 for the work completed to date.

7. **Miami Pump Station Elimination**

Our office received the formal notification from FEMA that they have approved of the change in scope involving the replacement of the Miami station with multiple low pressure systems. The notification also stated that FEMA will provide an additional \$84,780.00 in funding for a total allowed reimbursement amount of \$462,069.00 which matches our original estimate to rebuild the Miami station to pre-existing conditions.

The increase in funding will require FEMA to process an amendment to the original agreement. No work can be completed until the amendment is completely processed. We are waiting on notification from NJOEM on the timeframe required.

8. **Windsor Lateral and Cleanout Repair**

All work for this contract has been completed.

We have processed a change order for the final adjustment in contract quantities and reducing the overall contract by the amount of -\$2,692.90.

We have recommended a final payment in the amount of \$10,369.75 for the work completed.

9. **English Creek Lateral and Cleanout Repair**

All work for this contract has been completed.

We have processed a change order for the final adjustment in contract quantities and reducing the overall contract by the amount of -\$20,042.20.

We have recommended a final payment in the amount of \$3,057.28 for the work completed.

10. **Greater Zion Park Lateral and Cleanout Repair**

Our office is continuing the process to locate the sanitary cleanouts for the properties located within this project area. Approximately 85% of the nearly 1,200 properties have been investigated.

11. **Trailer Park Pump Station Replacement**

We anticipate having the project ready to publicly bid within 4-6 weeks.

Developer Projects

Extension Applications

None

Connection Applications

1. Joseph G. Rosen

The applicant requested the provision of a sanitary sewer lateral during the construction of the proposed main on North Mount Airy for the vacant property located at Block 5936, Lot 35.

2. Christopher P. Oeser

The applicant requested the provision of a sanitary sewer lateral during the construction of the proposed main on North Mount Airy for the vacant property located at Block 5927, Lot 17.

Change of Use Applications

None

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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:

<b>Date</b>	September 20, 2017
<b>Resolution #</b>	55 – 2017
<b>Contract #</b>	93 – one (1) year extension [1 <sup>st</sup> of 2]
<b>Vendor</b>	Kline Construction
<b>Amount</b>	\$ 186,328.60 [Original contract amount \$ 181,784.00]
<b>Reason</b>	Emergency Repairs & Miscellaneous Maintenance Contract
<b>Time Period</b>	September 1, 2017 – August 31, 2018
<b>Budget Line Item</b>	Repair & Maintenance

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary

Egg Harbor Township Municipal Utilities Authority

**Resolution #56 – 2017**

***VOIDED***

September 20, 2017

Resolution not required. Change Order to be addressed at October Meeting.

**2Egg 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:

<b>Date</b>	September 20, 2017
<b>Resolution #</b>	57 - 2017
<b>Vendor</b>	Perna Finnigan
<b>Contract</b>	#100 Windsor Cleanout Repair
<b>Amount</b>	Change Order #1 [- \$2,692.90]
<b>Reason</b>	Work not required
<b>Time Period</b>	2017
<b>Budget Line Item</b>	Capital Rehabilitation

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Henry C. Schwemm, Treasurer

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Theresa Prendergast, Secretary

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 58 – 2017**

**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: September 20, 2017

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Theresa Prendergast  
Secretary

**Egg Harbor Township Municipal Utilities Authority**  
**Checks Written - Operating Account**  
**As of September 20, 2017**

09/20/17

Accrual Basis

Num	Name	Memo	Amount
<b>Operating Account</b>			
		October Payroll	-35,616.54
TEPS	State of NJ Health Benefits	Health & Rx - September 2017	-11,631.27
10018	Egg Harbor Township - Dental	Dental - September 2017	-514.95
10019	Pro-Cap 6, LLC	Refund lienholder payment Cert #15-00432	-86.75
10020	Egg Harbor Township	Taxes 6901/40	-371.89
10021	Maple Direct Inc.	Invoice # 0076623-IN	-607.50
10022	Mossman's Business Machines	Invoice # 3249	-18.11
10023	Office Basics, Inc.	Acct. # 09272303	-66.44
10024	Press of Atlantic City, The	Acct. # 8000571	-89.88
10025	Staples Business Advantage	Customer: PHL 1057418	-274.46
10026	W.B. Mason Co., Inc.	Customer No. C2165338	-61.60
10027	Water Pros, LLC	Invoice # 3262	-500.00
10028	Chapman Ford Sales, Inc.	Invoice # FOCS494125	-275.77
10029	GenServe, Inc.	Customer No. 30-EGGHAR5	-4,287.00
10030	Grainger	Acct. # 877163162	-156.00
10031	One Call Concepts, Inc.	Account # 12-EGC	-511.25
10032	Xylem Dewatering Solutions, Inc.	Invoice # 400727028	-867.00
10033	AT & T	Acct. # 020 595 7994/5499	-58.84
10034	Atlantic City Electric	multiple accounts	-19,247.33
10035	New Jersey American Water Co.	multiple accounts	-657.25
10036	South Jersey Gas	Acct: 11341704119 & 11338452912	-94.34
10037	Verizon	Acct. #201 Z42 0142 999 78 Y	-137.74
10038	Verizon Wireless	Acct. # 200702280-00001	-196.93
10039	Arthur R. Henry, Inc.	Invoice #439015	-12,625.19
10040	Caproni Family Septic	Account # 1448	-13,207.21
10041	Kline Construction Co. Inc.	VOID: Contract No. 95 - Pay Estimate No. 4	0.00
10042	Michael Angerman Landscaping, Inc.	Invoice # 31170828/31270828	-2,302.50
10043	Perna Finnigan, Inc.	Contract No. 101 - Pay Estimate No. 3	-102,077.06
10044	Kline Construction Co. Inc.	Account No. 1417	-3,670.00
10045	Perna Finnigan, Inc.	Contract No. 100 - Pay Estimate No. 3 - Final	-10,369.75
10046	Polistina & Associates, LLC	August 2017	-63,103.50
10047	Ridgway Legal	August 2017	-15,553.75
Total Operating Account			-299,237.80
<b>TOTAL</b>			<b>-299,237.80</b>

EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY

RESOLUTION # 59 – 2017

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: September 20, 2017

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Theresa Prendergast  
Secretary

2:15 PM

09/20/17

Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of September 20, 2017**

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<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Developer Account</b>			
3267	Brandon & Lisa Schefer	Refund #04-35 Escrow; Project Complete	-468.50
3268	Egg Harbor Township Police Dept.	Invoice # 991	-675.00
3269	Polistina and Associates	August 2017	-3,248.00
3270	Ridgway Legal	August 2017	-813.00
	Total Developer Account		-5,204.50
<b>TOTAL</b>			<b>-5,204.50</b>

**EGG HARBOR TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION # 60 – 2017**

**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.

- August 2017 Adjustments

Dated: September 20, 2017

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Theresa Prendergast  
Secretary



# Egg Harbor Township Municipal Utilities Authority

## Monthly Adjustment Report

### August 2017

Delinquent Charges	Date	Num	Account	Reason	Amount
	08/02/2017	28396	19-0	Good History	-1.98
	08/03/2017	28400	6938-0	Paid Tax Collector	-2.50
	08/03/2017	28400	285-0	Paid Tax Collector	-2.50
	08/03/2017	28400	392-0	Paid Tax Collector	-7.50
	08/08/2017	28421	2739-0	Good History	-1.25
	08/09/2017	28426	11657-0	Deed Rcvd Late	-3.85
	08/09/2017	28425	1035-0	Good History	-2.50
	08/10/2017	28432	4488-0	Good History	-3.75
	08/10/2017	28435	11687-0	Good History	-2.54
	08/11/2017	28448	3985-0	Good History	-3.75
	08/11/2017	28440	2441-0	Good History	-3.75
	08/11/2017	28450	12005-0	Good History	-1.86
	08/11/2017	28446	10237-0	Good History	-3.75
	08/14/2017	28454	12395-0	Good History	-3.75
	08/14/2017	28462	10178-0	Good History	-3.75
	08/15/2017	28474	11818-0	Good History	-3.75
	08/15/2017	28470	12413-0	Good History	-3.75
	08/15/2017	28472	9915-0	Good History	-3.75
	08/16/2017	28480	1302-0	Good History	-3.75
	08/16/2017	28482	12458-0	Good History	-3.75
	08/16/2017	28482	3045-0	Good History	-3.75
	08/16/2017	28482	11231-0	Good History	-3.75
	08/16/2017	28486	4337-0	Good History	-3.75
	08/18/2017	28503	8869-0	Good History	-3.75
	08/21/2017	28518	7655-0	Posting Error	-3.75
	08/21/2017	28512	12542-0	Good History	-3.75
	08/23/2017	28536	7921-0	Deed Rcvd Late	-3.87
	08/25/2017	28565	3159-0	Deed/New Owner	-5.00
	08/28/2017	28587	11228-0	Bill Not Received	-3.75

# Egg Harbor Township Municipal Utilities Authority

## Resolution #61 – 2017

**RE:** *Renew Membership in the NJUAJIF*

**WHEREAS**, the Egg Harbor Township Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

**WHEREAS**, said renewed membership terminates as of December 31, 2017 unless earlier renewed by agreement the Authority and the fund; and

**WHEREAS**, the Authority desires to renew said membership;

**NOW THEREFORE, be it resolved as follows:**

1. The Egg Harbor Township Municipal Utilities Authority agrees to renew its membership in the New Jersey Utility Authorities Join Insurance Fund for a three (3) year period, beginning January 1, 2018 and ending January 1, 2021.
2. The Board of Commissioners shall be and herby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This Resolution agreed to this 20<sup>th</sup> day of September, 2017 by a vote of:

\_\_\_\_\_ Affirmative      \_\_\_\_\_ Negative

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 20<sup>th</sup> day of September, 2017 at the Municipal Building, Egg Harbor Township, New Jersey, at 5:30 PM.

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Theresa Prendergast, Secretary

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Michael Duffy, Chairman