

Regular Meeting

Wednesday, October 17, 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

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, October 17, 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 – Present
H. Chris Schwemm, Treasurer – Present
Theresa Prendergast, Secretary – Present
Charles Pfrommer, Commissioner – Present
Theresa Moschetto, Alternate Commissioner – Present

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

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. Duffy. All vote yes.

Applications/Project Status/Updates/Discussion

None

Resolution Memorialization

None

Engineer Report – The Engineer’s Report is attached and made a part of these minutes. The ACUA has provided additional telephone numbers to increase the level of communication. Mr. Polistina will contact the ACUA to investigate the GPS used for their vehicles and inquire as to how the MUA would get the two trucks and portable generator included on their system.

Mr. Polistina provided a presentation on two proposed projects that could be constructed/upgraded utilizing funds from the Environmental Infrastructure Trust fund. The application deadline just recently passed and an application was submitted for approximately \$2 million dollars for two projects, the first being the relining and possible re-routing of the Washington Avenue trunk line and the second project being the Farmington East project. The Washington Avenue project is estimated to cost \$1.25 million and the Farmington East project is estimated at \$750,000. The loan is a mix of no interest and market rate interest rates. At this time, only the application has been made for the loan, there is no commitment to accept the loan if approved, however, in order to move forward with the loan, 60% of the plans need to be submitted by March 2013. A decision to proceed will need to be made at the November or December meeting to allow ample time for the engineer to complete 60% of the design work.

A leaking discharge pipe at the Delancy pump station needs repaired. Mr. Polistina received two quotes with Waszen Brothers Sanitation being \$10,300.00. Motion Mr. Schwemm second Mr. Pfrommer to award this contract. All vote yes. Resolution #51-2012

The Wet Well Cleaning Contract is due for re-bid or renewal. Caprioni Family Septic advised the Authority that they would like to continue extend the contract for one year, as allowed for in the contract, with an increase of 2% based on the current Index Rate. Motion Mrs. Prendergast second Mr. Pfrommer to extend the contract. All vote yes. Resolution #52-2012

The Pump Station contract with the Atlantic County Utilities Authority is a five year contract, however, the amount of the contract has increased by 1.42% based on the Index Rate. Motion Mr. Schwemm second Mr. Pfrommer to authorize the increase. All vote yes. Resolution #53-2012

Mr. Polistina had received proposals for repairs to the force mains located on various bridges. The proposals amounts were greater than what is allowed for informal contracts, therefore Mr. Polistina will prepare the bid specs and bids will be received.

As discussed at the September meeting, the active Connection Applications and Modification Applications will be included with the engineer's report. Mr. Polistina briefly described the applications currently under review. These will be included in the written report in October.

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. Duffy to approve all vouchers presented for payment out of the Operating Account (\$202,454.69). All vote yes.

Motion Mr. Schwemm second Mr. Duffy to approve all vouchers presented for payment out of the Developer Account (\$19,539.10). All vote yes.

Motion Mr. Schwemm second Mr. Duffy to approve the Construction Fund voucher (\$16,261.50). All vote yes. Resolution #54-2012.

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

Clerk's Report

Motion Mr. Schwemm second Mrs. Prendergast to approve the September 2012 adjustments. All vote yes. Resolution #55-2012

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 of this issue dating back to 2007 and beyond, for those members that may not have been present at previous meetings. Mr. Ridgway reiterated his previous recommendation that the Authority retain specialized counsel to advise it on the law and the Authority's existing and historical arrangements with its professional employees.

Mr. Polistina left the meeting at this time.

Closed Session – 6:30PM - Motion Mr. Schwemm second Mr. Pfrommer to enter into closed discussion to discuss a personnel issue as well as potential litigation. All vote yes. Resolution #56-2012

7:07PM – Return to Open Session

No action was taken during the closed session.

Motion Mr. Schwemm second Mr. Duffy to engage Anthony Monzo as a special attorney to provide an opinion to the Authority, limited to an analysis of NJAC 45:15.7.2 as it relates to the MUA professional employees. The cost will be \$175/hour, not to exceed \$5,000. All vote yes.

Motion Mr. Pfrommer second Mr. Duffy to adjourn the meeting at 7:10 PM. All vote yes.

Theresa Prendergast, Secretary

Prepared by Elaine Super, Authority Clerk

October 17, 2012 Minutes
Approved November 14, 2012

Engineer's Report
Egg Harbor Township MUA
October 17, 2012

Engineering Projects

1. **Emergency Maintenance Contract**

Weco Construction has completed several miscellaneous items within the last month. They repaired a broken and clogged lateral connection for 242 Steelmanville Road and removed a large root ball. Weco repaired the broken water service for the Cardiff pump station and replaced a regular manhole casting in the Cardiff Center with a lock down casting. Weco also cleared and graded portion of the Authority easement along Milan Avenue to provide access for the ongoing video inspection work.

We have recommended a payment in the amount of \$10,361.11 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. They cleared debris from the pumps at several stations during their normal maintenance work. The volute of pump # 2 at the Seapines station was found to be worn and in need of replacement. We ordered a replacement at a cost of \$1,682.45. The replacement pump for the Front Street station has been received and was installed earlier this month.

Brookside pump #2 is the only pump currently out of service due to a seal failure. We are awaiting pricing on the repair. We have obtained pricing on replacement soft starts for the Storybook station and will be finalizing the selection this week.

We obtained informal quotes for the replacement of the leaking discharge pipe at the Delancy station last month. Two quotes were obtained, one from Waszen Brothers Sanitation, Inc. at \$10,300.00 and another from B & H Contracting, Inc. at a cost of \$12,410.00. The quotes include the replacement of both discharge pipes due to the condition and age of the piping. We will provide a report of the bids during the meeting.

3. Wet Well Cleaning Contract Administration

During the past month Caprioni Family Septic completed their normal wet well and basket cleanings, and assisted in clearing a blockage on Fernwood Avenue. They also assisted in the cleanup of the overflow on Kingsley Avenue and Spruce Avenue. Caprioni provided bypass capability to assist in the video inspection of the Milan Avenue Easement. They also replaced the carbon in the scrubber units at the Beavis Mill and Beaver Lakes stations.

We have recommended a payment in the amount of \$12,265.50 from the Operating Account for the work completed in September.

The current Wet Well Cleaning Contract is scheduled to expire at the end of this month. We have had discussions with representatives of Caprioni Family Septic and they have agreed to extend the existing contract prices adjusted per the current Index Rate of 2% for the most recent quarterly calculation. We therefore recommend that the Wet Well Cleaning Contract is extended for one additional year.

4. Spills

The Authority experienced two spill incidents over the course of the past month. The first spill occurred at the intersection of Abby Court and Kingsley Avenue and was due to the failure of one of the electronic components at the Storybook station. The component was reset and the station was put back into operation. When the station was put back into operation a minor overflow occurred at the downstream manhole on Spruce Avenue due to the large volume of water.

We estimate that approximately 1,000 gallons collected along the curb line at the intersection and on Spruce Avenue. Caprioni Family Septic was utilized to remove all of the residual water and treated the affected areas with an application of lime.

The second spill occurred near the intersection of Fernwood Avenue and Rally Road. The overflow resulted from a blockage in the main in Fernwood Avenue near the intersection of Delaware Avenue. Caprioni Family Septic was utilized to clear the blockage with the jetting equipment. They also removed residual water that had accumulated along the edge of the roadway. We estimate that less than 200 gallons overflowed from the system.

5. West Atlantic City Rehabilitation Phase II

The contractor has completed all of the punchlist items and is finalizing the final billing for the project. We expect to recommend final payment at next month's meeting.

6. Cardiff Center Sanitary Main Replacement

No work was completed over the last month. The final trench restoration is the only remaining item to be completed. No payment requests have been submitted for this month.

7. **Brookside - Joanne Video Inspection**

The contractor has begun the work of completing the jetting and video inspection of the sanitary sewer gravity mains located within this basin. The work is expected to be ongoing for the next several weeks.

No billing has been submitted to date.

8. **Milan Avenue Video Inspection**

Due to the number of sags and low points bypass pumps will be required to obtain a clear video inspection of several sections of the sanitary main located within the easement. We are in the process of arranging the required equipment to complete video work.

The Contractor also completed a seal and grout of a portion of the sanitary main located under the Black Horse Pike. The seal and grout was required to eliminate an infiltration point at a pipe joint found during the video inspection of the main.

We recommend payments in the amount of \$1,425.00 from the Operating Account for the Seal and Grout work and in the amount of \$11,163.00 from the Operating Account for the Video Inspection work.

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 have addressed several of the questions put forth by the FAA and plan on meeting with them later this month to finalize the revised scope of work.

10. **Miami Pump Station Improvements**

We are continuing to work on the bid plans and specifications for the reconfiguration of the station from a wet pit / dry pit station and locating all of the electronics above ground. We anticipate going to bid within the next month.

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 later this month.

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, but do not foresee making any recommendations until early next year.

Developer Projects

1. Next Generation Aviation

All work has been completed at the new station and the facilities have been accepted. There is currently no source of flow for the station.

Vince Polistina
Authority Engineer

Egg Harbor Township Municipal Utilities Authority
Checks Written - Operating Account
 As of October 17, 2012

Num	Name	Memo	Amount
Operating Account			
		November Payroll	-26,552.35
TEPS	State of NJ Health Benefits		-9,427.81
8253	Egg Harbor Township - Dental	Dental Benefits - October 2012	-494.46
8254	Crystal Springs	Invoice #3228663100112	-34.48
8255	Edmunds Direct Mail, Inc.	Invoice #092012137-63 & 102012092-29	-270.00
8256	Fred Pryor Seminars	Event #132929 for Lori Ward	-179.00
8257	MGL Printing Solutions	Acct. # E069; Invoice #107643 & 107805	-729.00
8258	Mossman's Business Machine	Invoice #128195 & 128302	-200.54
8259	Office Basics, Inc.	Acct. # 09272303	-171.76
8260	Robert M. Sapio	Invoice # 8219	-750.00
8261	Schwaab, Inc.	Acct. # 43019D; Invoice #C52914	-34.99
8262	Treasurer, State of NJ/1985 PFL	PFL-93-3	-7,302.00
8263	ACE Hardware	Customer #552303; Invoice #518769/5	-119.89
8264	Acqua Bella, Inc.	Invoice #18145	-2,890.45
8265	Crown Auto Parts, Inc.	Invoice #D57901	-114.64
8266	Gayle Corporation	Invoice #12333	-7,641.03
8267	Huber Locksmiths, Inc.	Invoice #119582	-26.00
8268	One Call Concepts, Inc.	Invoice #2095256	-339.64
8269	Weinstein Supply	Customer # 404-23474	-45.68
8270	AT & T	Acct. # 020 595 7994/5499	-176.16
8271	Atlantic City Electric	multiple accounts	-15,100.11
8272	New Jersey American Water Co.	multiple accounts	-611.71
8273	Verizon	Acct. #201 Z42 0142 999 78 Y	-514.73
8274	Verizon Wireless	Acct. # 200702280-00001	-126.43
8275	All-Green Turf Management, Corp.	Account No. 3341	-2,254.00
8276	Caprioni Family Septic	September 2012	-12,265.50
8277	CW Sales Corporation	Acct. # EGGHAR; Inv. #105950	-4,061.12
8278	Video Pipe Services, Inc.	Milan Ave/Genoa Ave	-12,810.12
8279	Weco Construction, Inc.	July - Sept 2012	-19,443.34
8280	Polistina & Associates, LLC	September 2012	-48,534.25
8281	Polistina & Associates, LLC	September 2012	-16,261.50
8282	Ridgway & Ridgway	September 2012	-12,972.00
Total Operating Account			-202,454.69
TOTAL			-202,454.69

11:36 AM
10/17/12
Accrual Basis

EHTMUA
Checks Written - Developer Account
As of October 17, 2012

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
CB Developer Account			
3090	Bellevue Properties Group	Refund Escrow Balance - Project #07-36	-476.00
3091	Mira Vista Investments, LLC	Refund Escrow Balance - Project #08-36 Complete	-3,293.00
3092	McElroy, Deutsch, Mulvaney & C...	Sculville Sewer Laterals - Haskill Site Work	-10,345.60
3093	Polistina and Associates	September 2012	-4,467.75
3094	Ridgway & Ridgway	September 2012	-956.75
	Total CB Developer Account		<u>-19,539.10</u>
TOTAL			<u><u>-19,539.10</u></u>