

**Regular Meeting**

Wednesday, December 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

Ratification of Administrative Action

Resolution Memorialization

Authority Engineer

5:45 PM – Connection Fee Rate Hearing

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, December 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 – 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, Mr. Pfrommer seconded the motion. All voted 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.

Mr. Polistina reported on the proposed project for the area near West Avenue and Tilton Road. Bids are expected to be received within the next month to repair/replace sections of the sewer main. The funds in the Cardiff Interceptor Account will be utilized for this project.

Mathis Construction completed the project in the Cardiff Shopping Center, except for the final paving. The original asphalt was in poor condition when the project started. Final paving was included in the original contract price. The trench has settled substantially and due to the extent of paving required, Mathis Construction, in a mutual agreement, was relieved of the contracts paving requirements. Due to the extreme settling, the situation prompted for the trench to be paved immediately, therefore Mr. Polistina solicited for a paving contractor. Three prices were obtained and the lowest responsible price to complete the project was \$42,000 provided by Easmunt Paving. Motion Mrs. Prendergast second Mr. Pfrommer to award the paving contract to Easmunt Paving. All voted yes. Resolution #61-2012

FEMA recently released the proposed flood elevations. The location of the Miami Pump Station is within the area showing 12' elevations along with a velocity rating of V1. Mr. Polistina will continue to investigate the feasibility of rebuilding the station and the costs associated with its construction based on the flood and velocity ratings.

As a result of Hurricane Sandy, the pump at the Miami Pump Station was damaged beyond repair. Since that time, a rental pump has been used. Due to the length of projected time and expense to continue to utilize this rented pump, Mr. Polistina obtained prices to purchase a new portable pump to be used until the station could be rebuilt. Motion Mr. Schwemm second Mr. Duffy to authorize the purchase of this pump in the amount of \$43,330.42. All voted yes. Resolution #62-2012

#### **Connection Fee Rate Hearing – 5:45 PM**

The Connection Fee is reviewed on an annual basis basis. Motion Mr. Schwemm second Mr. Duffy to set the fee to \$1,640.00 for the calendar year 2013. All voted yes. Resolution #63-2012

Atlantic Christian School had previously submitted an application to add classroom trailers to the property. However, the existing Wastewater Management Plan prohibits the connection of any structures from that lot beyond a previously approved limit. Mr. Polistina has been in discussions with the County and with the State for well over a year now in an effort to have the Plan amended to include several different locations which had been previously planned to be included. As Mr. Ralph Clayton has been instrumental in donating the portable classrooms, he has requested from the Authority, the ability to install the on-site sewer lines while the contractor is available, without making a final connection. He insures that the final connection will not be made until all approvals have been granted. As the school is expected to be included on the updated Wastewater Management Plan, Mr. Schwemm made a motion to advise the Township Building Department of the MUA's willingness to allow the on-site work to be completed prior to the Plan being adopted. Mr. Duffy seconded the motion. All voted yes except Mrs. Prendergast who voted no.

Mr. James Pashley submitted a request for reimbursement of expenses for a damaged pump. Mr. Pashley claimed the pump shorted out due to a backup in the sewer lines on his property. The pump handled the sewer that was generated from his garage. It was agreed that if Mr. Pashley could provide the approvals from the Township Building Department for the pump, the Authority would reimburse them the costs.

#### **Attorney's Report**

Mr. Ridgway reported that he has once again heard from the property owner of the property on the Black Horse Pike where the Brenta pump station is located. He will meet with their attorney, Mr. Jack Plackter, in an effort to reach an agreement on the bollards. Their installation has been beneficial to both the property owner and the MUA.

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

### **Treasurer's Report**

As there will not be sufficient funds to pay all bills out of the operating account, therefore a motion was made by Mr. Schwemm, seconded by Mr. Duffy, to transfer \$100,000 from the Bond Redemption and Improvement General Fund to the Operating Account. All voted yes. Resolution #64-2012

Motion Mr. Schwemm second Mrs. Prendergast to approve all vouchers presented for payment out of the Operating Account (\$569,635.49). All voted yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve all vouchers presented for payment out of the Developer Account (\$9,451.50). All voted yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the Construction Fund requisition (\$4,000.75). All voted yes. Resolution #65-2012.

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 November 2012 adjustments. All voted yes. Resolution #66-2012

Motion Mrs. Prendergast second Mr. Pfrommer to approve the request for a waiver of a returned check fee. All voted yes. (Account #1302-0)

Block 5202, Lot 16 (6147 Mill Road) – Motion Mr. Schwemm second Mrs. Prendergast to approve the request for an exemption from connecting to the sewer system. The property is situated far enough from the roadway to prevent a reasonable connection with a gravity sewer line. All voted yes.

Motion Mr. Schwemm second Mrs. Prendergast to approve the November regular session minutes. All voted yes.

Motion Mr. Schwemm second Mr. Pfrommer to approve the November closed session minutes. All voted yes. The minutes will be released when all issues discussed have been resolved.

The 2007 Bonds were issued almost five years ago. The Bond Arbitrage Calculation must be completed. Three quotes were solicited with the lowest being from Phoenix Advisors. As they were the financial advisors at the time of the closing, they have a good amount of the documentation already in their offices. Motion Mr. Schwemm second to award the contract to perform the calculation to Phoenix Advisors in the amount of \$1,500.00. All voted yes. Resolution #67-2012

The changes to the premium for the Public Official Liability / Employment Practices Liability Insurance will take effect January 1, 2013. Motion Mr. Schwemm second Mr. Pfrommer to elect the option of a \$2,500 deductible with a zero co-insurance for an annual premium of approximately \$770.00. All voted yes.

The 2011-2012 Audit has been completed and distributed. All members of the Authority have reviewed the audit and a motion was made by Mr. Schwemm, seconded by Mr. Pfrommer, to accept the audit. A roll call vote resulted in all members voting yes. Resolution #68-2012

Motion Mr. Schwemm second Mr. Duffy to appoint Elaine Super as the Public Agency Compliance Officer for 2013. All voted yes. Resolution #69-2012

**Closed Session** – 6:48 PM - Motion Mr. Schwemm second Mr. Duffy to enter into closed discussion to discuss potential litigation. All voted yes. Resolution #70-2012

7:00 PM – Return to Open Session

No formal action was taken during the closed session.

A motion was made by Mr. Schwemm, seconded by Mr. Duffy to accept a settlement offer with John Deull in the amount of \$125,000 for an easement for continued use of an existing easement for a large transmission line which carries sanitary sewer from Egg Harbor Township to the Atlantic County Utilities Authority. \$95,000 will be paid on or about the January 2013 meeting with the balance of \$30,000 being paid in the next Authority fiscal year, on or about the October 2013 meeting. The payment will be conditioned upon all documents being signed by all involved parties. Mr. Polistina and Mr. Ridgway will prepare the necessary documents and perform the necessary engineering and surveying to provide for a detailed easement description. All voted yes.

Chairman Davis distributed the report from Mr. Tony Monzo and requested that a discussion be held at the January 2013 meeting regarding the findings in that report.

Motion Mr. Duffy second Mr. Pfrommer to adjourn the meeting at 7:05 PM. All voted yes.

---

Theresa Prendergast, Secretary

---

Prepared by Elaine Super, Authority Clerk

*December 19, 2012 Minutes  
Approved February 20, 2013*

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

**Engineering Projects**

1. **Emergency Maintenance Contract**

Weco Construction completed several miscellaneous items within the last month. They exposed and replaced the cleanout riser at 209 Joanne Drive and removed roots from the lateral, and provided a bypass pump to permit the video inspection of the gravity main upstream of the Brenta Pump Station. The current billing also includes the assistance provided during Hurricane Sandy and providing a manhole casting frame and lid.

We have recommended a payment in the amount of \$4,149.40 from the Operating Account for the work completed.

2. **ACUA Contract Administration**

The maintenance logs from the ACUA were normal during the past month. There is currently only one (1) pump out of service, which is from the Ocean Heights station.

The new soft starts for the Storybook station have been received and were installed by the ACUA.

3. **Wet Well Cleaning Contract Administration**

During the past month Caprioni Family Septic completed their normal wet well and basket cleanings. Caprioni also assisted with bypass operations at the Miami and Brenta pump stations and from a manhole on Granada Avenue. They also replaced the davit cable at the Harley and Dorset stations.

We have recommended a payment in the amount of \$13,081.28 from the Operating Account for the work completed in November.

#### 4. Spills

The Authority did not experience any spills over the course of the last month.

#### 5. 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 billing is due this month.

#### 6. Brookside - Joanne Video Inspection

The contractor has completed all of the work associated with video inspection of the gravity mains located within the basin areas for the Joanne, Brookside and Ocean Heights stations. The linear foot pricing was favorable to the Authority so we also had the contractor complete the video inspection of the mains in the Front and WillowBrook basins.

We are waiting for the final project billing.

#### 7. Milan Avenue Video Inspection

The contractor has completed the video inspection of all of the mains that were found to be accessible, encompassing approximately 80% of the gravity mains located along the Milan Avenue Easement.

The remaining mains are located in areas that are heavily wooded or inaccessible due to the collection of debris from the adjoining property owners.

We are waiting for the final project billing.

#### 8. 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 addressed several questions from the FAA and they recently replied finding our response to be acceptable. They have requested that we obtain additional information revolving around the required dewatering operation. We are currently determining the best method to satisfy their request.

#### 9. Miami Pump Station Improvements

We have been in discussions with FEMA regarding the replacement of the station along with examining the alternatives to continuing sanitary service to the commercial properties located on the north and south side of the Black Horse Pike. We are still in the process of determining which would be the most cost effective option.

10. West Atlantic City Rehabilitation Phase III

The contractor for the project has begun the installation of the dewatering equipment and anticipates excavation work beginning this week. The contractor has been made aware to secure the dumpster for the removed asbestos pipe on a nightly basis to prevent illegal dumping due to the amount of storm debris in the area.

11. West Avenue and Tilton Road

We have been developing plans for the replacement of asbestos pipe located at the intersection of West Avenue and Tilton Road to eliminate a constriction point in the system.

There is also a sixty (60') linear foot section of main located along Goldenrod Lane upstream of the intersection that will be replaced with this project. During the video inspection of the Woodrow / Cardiff basin we identified this area for replacement due to structural cracks and root intrusions.

We anticipate going to bid with this project next month.

12. Bridge Force Main Maintenance

The Authority Operator, Bill Hiller, recently completed his annual inspection of all the force mains that traverse across several bridges in the Township. With his latest recommendations incorporated into the overall scope of work we are preparing a public bid package to address all the necessary repairs. Several areas are in need of replacement insulation or the existing insulation needs to be repaired. We anticipate having bid ready documents within the next few months.

13. Delilah Oaks Video Inspection

We have begun to assemble the information required for the completion of a video inspection of the gravity conveyance system in this drainage basin.

Developer Projects

Extension Applications

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

Connection Applications

1. CN Construction

The applicant submitted two applications for the provision of two lateral connections on Sagemore Court for the construction of two new residential dwellings.

Change of Use Applications

1. Martinelli's Deli

The application was for the conversion of a unit at the Heathercroft Square Shopping Center from office space to a take-out deli.

-----  
Vince Polistina  
Authority Engineer

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

Num	Name	Memo	Amount
<b>Operating Account</b>			
		January 2013 Payroll	-30,521.98
TEPS	State of NJ Health Benefits	December 2012	-10,219.36
8313	Egg Harbor Township - Dental	Dental Benefits - December 2012	-494.46
8314	Calico Enterprises	Invoice # 12293	-79.90
8315	Crystal Springs	Invoice # 3228663 120112	-47.74
8316	Edmunds & Associates, Inc.	Acct. # EHTMUA - Invoice #13-00146 & 13-00632	-2,740.00
8317	Ford, Scott & Associates, LLC	Invoice # 12233	-18,000.00
8318	Mainland Journal	Acct. # 108712DJ	-9.50
8319	Monzo Catanese, P.C.	Invoice # 31184	-1,055.00
8320	Mossman's Business Machine	Invoice # 128924	-22.37
8321	New Jersey Utility Authorities JIF	Member ID: 230 (1st installment)	-10,155.89
8322	Office Basics, Inc.	Acct. # 09272303	-270.54
8323	US Postal Service- stamps & envel...	Account # E87177845	-17,860.50
8324	Applied Analytics, Inc.	Invoice # A12-17394	-2,240.36
8325	Chapman Ford Sales, Inc.	Invoice # FOCS392772	-77.85
8326	Crown Auto Parts, Inc.	Invoice #D580361	-96.13
8327	Deull Fuel Co.	License Fee/Rental - July 1 - November 14, 2011	-147.18
8328	Egg Harbor Township	Shared Services	-2,600.00
8329	McCarthy Tire Service Co. Inc.	Invoice # 19-43963	-842.63
8330	One Call Concepts, Inc.	Invoice # 2115255	-282.66
8331	This & That Uniforms	Invoice # 12424	-517.00
8332	USABlueBook	Invoice # 824054	-529.46
8333	Weinstein Supply	Customer # 404-23474	-122.81
8334	AT & T	Acct. # 020 595 7994/5499	-140.90
8335	Atlantic City Electric	multiple accounts	-19,232.78
8336	New Jersey American Water Co.	multiple accounts	-928.62
8337	South Jersey Gas	Acct: 11341704119 & 11338452912	-98.33
8338	Verizon	Acct. #201 Z42 0142 999 78 Y	-617.64
8339	Verizon Wireless	Acct. # 200702280-00001	-123.98
8340	Egg Harbor Township	Municipal Appropriation-Per FY 2013 Budget	-237,400.00
8341	All-Green Turf Management, Corp.	Account No. 3374	-125.00
8342	Atlantic County Utilities Authority	2012 4th Qtr Maintenance	-106,460.74
8343	Caproni Family Septic	Account # 1448	-13,081.28
8344	Weco Construction, Inc.	Invoice # 1036051	-4,149.40
8345	Polistina & Associates, LLC	November 2012	-71,744.50
8346	Polistina & Associates, LLC	November 2012	-4,000.75
8347	Ridgway & Ridgway	November 2012	-12,598.25
	Total Operating Account		-569,635.49
<b>TOTAL</b>			<b>-569,635.49</b>

3:03 PM  
12/19/12  
Accrual Basis

**EHTMUA**  
**Checks Written - Developer Account**  
**As of December 19, 2012**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>CB Developer Account</b>			
3099	Adam Cross	Refund Escrow - Project #07-02	-2,054.50
3100	Harbor Holdings LTD	Refund Escrow Balance - Project # 08-22 Complete	-5,663.75
3101	Polistina and Associates	November 2012	-1,733.25
	Total CB Developer Account		-9,451.50
<b>TOTAL</b>			<b>-9,451.50</b>