

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, January 15, 2014 at 7:30 PM at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act.

Roll Call:

Present: Mr. Buscher, Mr. Hartman, Mr. Whipps, Mr. Garvey, Mr. Costantino, Mr. Knott, Mr. Greer

Absent: None

Also in attendance Mr. Toal, Operations Manager, Mr. Long, Solicitor and Mr. Dougherty, Engineer.

Mr. Whipps made a motion to open the floor to the public, seconded by Mr. Costantino. On voice vote, motion carried.

There was no one in the audience to address the Board.

Mr. Whipps made a motion to close the floor to the public, seconded by Mr. Costantino. On voice vote, motion carried.

Minutes:

Minutes of the December meeting.

Mr. Whipps made a motion to accept the minutes of the meeting, seconded by Mr. Costantino. On voice vote, motion carried.

Correspondence:

1. From Bloomberg LP re: Request for Financial Information
2. From Council 71 AFSCME re: Union Dues Increase Notice
3. To Ms. Nicole Halty re: Turn On Fee
4. To Ms. Anna Bulatov re: Water Leak
5. From Pennoni Associates re: Glen Eyre Phase III
6. From Pine Hill Middle School re: Donation

The Board reviewed the correspondence.

Mr. Whipps made a motion to accept the correspondence, seconded by Mr. Costantino. On voice vote, motion carried unanimously.

Engineer's Report:

I. Active Projects

1. Mt. Clement Well Tank
 - a. Received bids January 8.
 - b. Six bids submitted. Apparent low bid is \$240,400.
 - c. Pennoni to submit package to NJEIT for Authorization to Award.
 - d. NJEIT LOI and Loan Application (Seeking: \$460,370).
 - e. Equipment removals required; temporary equipment may be required.
 - f. Notify carriers to remove equipment as soon as possible to avoid delay.
2. Water Booster Station (PHMU 0911)
 - a. System timer adjustments for "weekend" peaks.
3. Greenwood Avenue Pump Station (PHMU 0504)
 - a. PHBMUA to proceed with improvements.
 - b. Easement from Pine Valley being negotiated by MUA.
 - c. Additional sewer improvements to eliminate redirect flow to Pine Hill.
 - d. Cost estimate for improvements: \$360,000.
 - e. Force main work by MUA staff.
 - f. Possible Spring 2014 construction schedule.
4. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)
 - a. Received bids January 8.
 - b. Four bids submitted. Apparent low bid is \$627,000.
 - c. Pennoni to submit package to NJEIT for Authorization to Award.
 - d. Planning Board approved market rate town homes.
 - e. Submitted NJEIT LOI and Loan Application (Seeking: \$740,000).

5. Tank Antenna Issues (PHMU 1300)
 - a. ATT and Verizon looking to locate on tanks.
6. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
 - a. CCMUA work started: Downstream manhole has been constructed.
 - b. Anticipated completion schedule: December 2013/March 2014.
 - c. Pennoni to bid Force Main based on CCMUA schedule (Spring 2014).
 - d. Estimated Project Cost: \$350,000.
7. Fieldstone/Glen Eyre Phase 1, Phase 2, Phase 3(PHMU 0606)
 - a. Recommend Bond release for Phase 1.
 - b. Phase 2 under construction.
 - c. Phase 3 submitted to Planning Board.
8. Castle/Karley Homes Sewer
 - a. Bank looking to finish development.

II. Other Projects

1. Third Fairway (PHMU 0708)
 - a. TWA Permits approved by NJDEP.
 - b. Water permit approved by NJDEP.
2. Pine Hill Partners (Apartments)
 - a. No recent action.
3. Possible Long Term Capital Projects for 2012/2013
 - a. Lining projects.
 - b. Valve replacements.
 - c. Fire hydrant replacements.
 - d. Eliminate Dead-end loops.
 - e. Meter replacements: investigate programs for funding.
 - f. Solar.
 - g. Odor Control at Branch Avenue.
4. Identify Funding Sources for 2012/2013
 - a. NJEITF (Loans).
 - b. Federal Sources (Loans).
 - c. Private Financing (other utilities).
 - d. Municipal Acquisitions, McLean, Virginia.
 - e. USDA grant program.

Mr. Dougherty reviewed his report with the Board.

Mr. Whipps made a motion to accept the Engineer's Report, seconded by Mr. Costantino. On voice vote, motion carried.

Solicitor's Report:

Mr. Long stated that he is reviewing the bids and will have a written recommendation for next month's meeting.

Mr. Whipps made a motion to accept the Solicitor's Report, seconded by Mr. Costantino. On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's Report.

Mr. Whipps made a motion to accept the Operations Manager's Report, seconded by Mr. Hartman. On voice vote, motion carried.

Board Member's Report:

Mr. Hartman stated that he wanted to congratulate Tom Hassett for being elected as President of the NIGP of South Jersey and Pat Garvey, as Second Vice-President as of last night.

Mr. Garvey presented the Board with information on solar panels with no capital outlay. A discussion followed. Mr. Buscher will meet with Mr. Hassett to discuss this information.

All Board Members thanked Mr. Whipps for his 22 years of service and wished him well with his retirement.

New Business:

None

Old Business:

None

Resolutions:

Resolution #14-01

Water

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY that the following accounts be adjusted for billing:

24000-14 \$ 325.50 Timberline Chalet #31 3rd Qtr Average to Correct Bill

Mr. Whipps made a motion to accept the billing adjustments, seconded by Mr. Costantino.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Costantino, Mr. Garvey, Mr. Whipps

Nays: None

Abstain: None

Payment of Bills:

Resolution #14-02

Water Operating

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC 5041	688.04	Deptford BMEU Postmaster	Supplies - Office
MC 5083	40.00	Treasurer, New Jersey State	Supplies - Operating
5042	306.79	Atlantic City Electric	Utilities - Office
5042	8,681.68	Atlantic City Electric	Utilities - Operating
5043	1,100.00	Asso Environment Authority	Miscellaneous - Office
5044	9.14	Alpha Message Center	R/M - System
5045	11,930.00	AmeriHealth Insurance Co	Health Insurance
5046	152.55	Aramark Uniform Services	Supplies - Operating
5046	37.50	Aramark Uniform Services	Supplies - Office
5048	1,420.00	BEP Labs	Laboratory Testing
5049	2,305.00	BSK Analytic Labs	Laboratory Testing
5050	386.87	Citgo Petroleum Corp	Automotive
5053	33.09	Debbie Corson	Health Insurance
5055	567.10	Coyne Chemical	Chemicals
5056	43.50	Debbie Corson (Petty Cash)	Supplies - Office
5057	202.31	Echelon Ford	Automotive
5059	375.00	Genserve	R/M - System
5060	100.00	GPA New Jersey	T/E - Administrative
5061	13.97	Michael Grogan	Health Insurance
5062	65.00	Dave Harris	Supplies - Operating
5063	57.00	Thomas Hasset	Health Insurance
5064	48.00	Matthew Hufner	Health Insurance
5065	62.50	Mike Lapollo Auto Repair	Automotive
5067	187.50	MGL Printing Solutions	Supplies - Office
5068	82.09	Nextel/Sprint	Telephone - Operating
5069	390.00	NJ Water Association	Supplies - Operating
5071	17.43	One Call Concepts	R/M - System
5072	30.00	Paul's Trophies	Supplies - Office
5074	88.19	Pine Hill Hardware	Supplies - Operating
5075	331.22	ProGas	Chemicals
5076	57.71	Sam's Club	Supplies - Office
5076	21.97	Sam's Club	Supplies - Operating
5077	92.28	South Jersey Gas	Utilities - Office
5077	403.80	South Jersey Gas	Utilities - Operating
5078	7,235.00	Treasurer, New Jersey State	State Water Tax
5080	91.11	Verizon	R/M - System
5081	38.84	Xerox	Supplies - Office

Resolution #14-03

Water Renewal & Replacement

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

5073 4,321.75 Pennoni Engineers Mt. Clement Paint/Rehab Eng
Mr. Whipps made a motion to accept the payment of all water bills to be found true and correct, seconded by Mr. Costantino.

Roll Call:

Ayes: Mr. Buscher, Mr. Costantino, Mr. Garvey, Mr. Whipps

Nays: None

Abstain: Mr. Hartman

Resolution #14-04

Sewer Operating

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC 5041	688.04	Deptford BMEU Postmaster	Supplies - Office
MC 5083	160.00	Treasurer, New Jersey State	Supplies - Operating
5042	3,949.24	Atlantic City Electric	Utilities - Operating
5043	1,000.00	Asso Environment Authority	Miscellaneous - Office
5044	9.13	Alpha Message Center	R/M - System
5045	7,953.32	AmeriHealth Insurance Co	Health Insurance
5047	1,545.00	Bank of New York	Trustee
5050	386.86	Citgo Petroleum Corp	Automotive
5051	104.95	Comcast	Supplies - Office
5052	227.59	Consolidated Rail Corp	Railroad Rental
5053	22.06	Debbie Corson	Health Insurance
5054	160.00	CoverAll of Philadelphia	R/M - Office
5056	43.50	Debbie Corson (Petty Cash)	Supplies - Office
5057	202.30	Echelon Ford	Automotive
5058	55.00	Patricia Garvey	Health Insurance
5059	1,275.00	Genserve	R/M - System
5060	100.00	GPA New Jersey	T/E - Administrative
5062	65.00	Dave Harris	Supplies - Operating
5063	100.00	Thomas Hassett	Miscellaneous - Office
5063	38.00	Thomas Hassett	Health Insurance
5064	32.00	Matthew Hufner	Health Insurance
5065	62.50	Mike Lapollo Auto Repair	Automotive
5066	28.00	Lethal Pest Solutions	R/M - Office
5067	187.50	MGL Printing Solutions	Supplies - Office
5068	82.09	Nextel/Sprint	Telephone - Operating
5070	451.74	Norris Sales Company	Supplies - Operating
5071	17.43	One Call Concepts	R/M - System
5072	30.00	Paul's Trophies	Supplies - Office
5073	270.00	Pennoni Engineers	Engineer Fees
5074	88.19	Pine Hill Hardware	Supplies - Operating
5076	57.69	Sam's Club	Supplies - Office
5076	21.96	Sam's Club	Supplies - Operating
5077	24.60	South Jersey Gas	Utilities - Operating
5079	1,867.50	US Bank Operations Center	Trustee
5080	170.92	Verizon	R/M - System
5081	60.11	Xerox	Supplies - Office
5082	425.70	Xtel Communications	Telephone - Office
5082	52.61	Xtel Communications	Telephone - Operating

Resolution #14-05

Sewer General

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

5073	18,795.94	Pennoni Engineers	Atlantic Ave P/S Eng
5073	6,401.75	Pennoni Engineers	Greenwood Ave P/S Eng

Mr. Whipps made a motion to accept the payment of all sewer bills to be found true and correct, seconded by Mr. Garvey.

Roll Call:

Ayes: Mr. Buscher, Mr. Costantino, Mr. Whipps

Nays: None

Abstain: Mr. Hartman, Mr. Garvey

Mr. Whipps made a motion to adjourn the meeting, seconded by Mr. Hartman.

On voice vote, motion carried unanimously. Meeting adjourned at 7:52 PM.

Respectfully submitted,

Debra Corson
Recording Secretary