

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, June 18, 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. Costantino, Mr. Garvey, Mr. Knott, Mr. Greer, Mr. Odenath

Absent:

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

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

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

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

Minutes:

Minutes of the Special May meeting.

Mr. Costantino made a motion to accept the minutes of the Special May meeting, seconded by Mr. Greer. On voice vote, motion carried. Mr. Hartman, Mr. Garvey, Mr. Knott and Mr. Odenath abstained.

Minutes of the June meeting.

Mr. Costantino made a motion to accept the minutes of the June meeting, seconded by Mr. Hartman.

On voice vote, motion carried.

Correspondence:

1. From Pennoni re: Atlantic Avenue Notice to Proceed
2. From State of New Jersey re: Atlantic Avenue Pump Station
3. From Pat Garvey re: Chemical Quotes
4. From NJ Utilities Authorities JIF re: Lost-Time Accident Free Award
5. From Consulting Engineer re: Turnerville Road
6. From Remington & Vernick re: Estates Road
7. Duplicate
8. From Township of Winslow re: Connection Fees
9. From Dave Parks re: Sewer Connection Agreement
10. From Pennoni re: Glen Eyre Phase 3

The Board reviewed the correspondence.

Mr. Hartman 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. Awarded to Worldwide Industries ("WWI") for low bid amount of \$240,400.
 - b. Work scheduled for September start.
 - c. Magness & Sons coordinating with WWI for relocation of cell equipment for all carriers except TMobile/Metro.
 - d. TMobile/Metro contractor unknown at this time.
2. Greenwood Avenue Pump Station (PHMU 0504)
 - a. Advertising for bids June 18.
 - b. Easement from Pine Valley being negotiated by MUA. Pennoni provided revised plans as requested by Pine Valley.
 - c. Additional sewer improvements to eliminate redirect flow to Pine Hill.
 - d. Force main work by MUA staff.
3. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)

- a. Preconstruction meeting held April 14, 2014.
- b. Notice to Proceed effective April 29.
- c. Shop drawings approved and site work started.
- d. Attorney preparing Developer's Agreement with pro-rata share exhibit.
4. Water Booster Station (PHMU 0911)
 - a. System timer adjustments for "weekend" peaks.
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 CCMUA completion schedule: December 2013/March 2014.
 - c. Project anticipated for 2015 construction.
 - 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. Costantino made a motion to accept the Engineer's Report, seconded by Mr. Knott.

On voice vote, motion carried.

Solicitor's Report:

Mr. Long stated that 80 Little Mill Road has come to the Authority to connect into our sewer system. Mr. Long has prepared the Inter Municipal Agreement for the three parties. It is on our Agenda this evening and Gloucester Township's tomorrow. Mr. Long stated that we are very close to getting the Easement with Pine Valley Golf Course.

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

Operations Manager's Report:

The Board reviewed Mr. Toal's Report.

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

Executive Director's Report:

Mr. Hassett stated that we had to order 6" pipe for the Greenwood Avenue pump station. Verizon is going on Turnerville Road Tower. Hand Radio Operators Association has talked to him about putting an antenna on Country Club Tower. They will send him a letter with the

details. Mr. Welding has reviewed our debt service and connection fees, recommendation is no increase in connection fees at this time.

Mr. Hartman made a motion to accept the Executive Director's Report, seconded by Mr. Knott. On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

Resolution #14-67

Mr. Costantino made a motion to allow 80 Little Mill Road Gloucester Township to connect to our sewer on condition that the escrow is paid in the amount of \$1,500.00, seconded by Mr. Garvey.

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-68

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") maintains and operates a sanitary sewer system within the Borough of Pine Hill under certain terms and conditions set forth in a 1986 Service Contract ("Service Agreement") between the Authority and the Borough of Pine Hill; and

WHEREAS, in accordance with the Service Agreement, the PHMUA desires to receive certain wastewater flow from 80 Little Mill Road, located in Gloucester Township, New Jersey, subject to certain terms and conditions, attached hereto and made a part hereof; and

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The PHMUA endorses the concept of accepting sewage flow from outside the jurisdictional boundaries of the Borough of Pine Hill, specifically:
 - particular Gloucester Township property to wit: 80 Little Mill Road designated on the Gloucester Township Tax Map as Block 14402, Lot 43.01 to be connected to the sanitary sewer system for the discharge of wastewater from said sites into the Pine Hill Borough Municipal Utilities Authority Collection System to the Camden County Municipal Utilities Authority subject to certain terms and conditions.
3. The acceptance shall be subject to certain terms and conditions as set forth in the attached Shared Services Agreement which includes but is not limited to:
 - a. The payment of all connection fees at a rate established at the time of the connection as well as all applicable sewer service charges then in effect and as amended from time to time.
 - b. Compliance with all of the terms and conditions set forth in the PHMUA rules and regulations include all appropriate form approvals.
 - c. Compliance with all other regulatory obligations including receipt of the necessary approvals from the United States Department of Environmental Protection, New Jersey Department of Environmental Protection, the Camden County Municipal Utilities Authority, and/or all other federal, state and local agencies.
 - d. Additional terms and condition that may be established by the PHMUA's Consulting Engineer including the performance of system improvements necessary for the PHMUA to accept the additional wastewater flow, at the expense of the applicant.

Mr. Costantino made a motion to accept the resolution, seconded by Mr. Garvey.

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-69

Pursuant to the requirements of NJPL 2011 Chapter 78, the Pine Hill Borough Municipal Utilities Authority hereby resolves to implement Voluntary Benefits Effective July 1, 2014 and a Section 125 Flexible Spending Account (FSA) program effective the 2014 Plan renewal plan, as follows:

1. Pursuant to the meeting of Pine Hill Borough Municipal Utilities Authority, the Board accepts the recommendation of Thomas Hasset to designate Colonial Life with their partnership with Flex Facts, Inc. as the Board's FSA administrator and voluntary benefit company.
2. The Pine Hill Borough Municipal Utilities Authority Executive Director is authorized to take such action and affect such documentation as necessary to implement these changes.

Mr. Costantino made a motion to accept the resolution, seconded by Mr. Hartman.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Costantino, Mr. Knott

Nays: None

Abstain: Mr. Garvey

Resolution #14-70

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined it necessary to purchase hydrants; and

WHEREAS, it will be necessary to appropriate the funds from the Water Renewal and Replacement Fund in order to complete this purchase.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$13,450.00 from the Water Renewal and Replacement Fund, which is required is for the purchase of hydrants is hereby authorized; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and that certified copies of this resolution be forwarded without delay to the Authority Trustee, Secretary/Treasurer and Financial Clerk.

Mr. Costantino made a motion to accept the resolution, seconded by Mr. Garvey.

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

Nays: None

Abstain: None

Resolution #14-71

WHEREAS, the Pine Hill Borough Utilities Authority has received quotes for Chemicals to be used in its utility operations; and

WHEREAS, has submitted the lowest quote for Sodium Hypochlorite; and

WHEREAS, funds are available for the award of this quote as set forth on the Certification attached hereto and incorporated by reference herein.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority that it hereby awards the quote for Sodium Hypochlorite to Miracle Chemical in accordance with the proposals submitted.

BE IT FURTHER RESOLVED that the appropriate Authority Officials are hereby authorized to execute the Contract with Miracle Chemical for this purpose.

Mr. Costantino made a motion to accept the resolution, seconded by Mr. Garvey.

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

Nays: None

Abstain: None

Resolution #14-72

Mr. Hartman made a motion to authorize the execution of the Easement between Pine Valley Borough and Pine Hill Borough Municipal Utilities Authority for the Greenwood Avenue force main, subject to the approval of the professionals and staff, seconded by Mr. Costantino.

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #14-73

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 5276	917.13	Deptford BMEU Postmaster	Supplies - Office
5277	7,626.62	Atlantic City Electric	Utilities - Operating
5278	41.85	Acme Uniforms	Supplies - Operating
5278	18.50	Acme Uniforms	Supplies - Office
5279	53.00	All Brand Supply	Supplies - Operating
5280	48.62	Alpha Message Center	R/M - Office
5281	13,003.73	AmeriHealth Insurance	Health Insurance
5283	150.00	Atlantic Switch & Generator	R/M - System
5285	112.58	Barton Supply	Supplies - Operating
5286	220.00	BEP Labs	Laboratory Testing
5288	1,255.05	C & C Computer Designs	Supplies - Office
5289	471.28	CITGO Fleet	Automotive Expense
5291	150.00	CNS Cleaning Co	Supplies - Office
5292	119.90	Comcast	Supplies - Office
5293	42.00	Debbie Corson	Health Insurance
5295	535.00	Coyne Chemical	Chemicals
5296	16.95	Fairlite Electric Supply	Supplies - Operating
5298	100.00	Thomas Hassett	Miscellaneous - Office
5298	28.58	Thomas Hassett	Health Insurance
5299	378.65	Horizon BC/BS	Health Insurance
5300	134.99	Matthew Hufner	Supplies - Operating
5300	80.00	Matthew Hufner	Health Insurance
5301	8.78	Intercounty Newspaper	Supplies - Office
5302	319.60	Kennedy Marketing	Supplies - Operating
5304	1,500.58	Wade,Long,Wood,Kennedy	Legal Fees
5305	28.00	Lethal Pest Solutions	R/M - Office
5306	26.26	Elmerinda Narducci	Health Insurance
5307	200.00	New England Water Works	T/E - Operating
5308	80.22	Nextel/Sprint	Telephone - Operating
5309	39,391.76	New Jersey American Water	Water Agreements
5310	179.25	NJ Motor Vehicle	Automotive Expense
5311	150.25	NJ Utilities Authority JIF	Insurance
5312	267.84	Office Basics	Supplies - Office
5313	69.05	One Call Concepts	R/M - System
5315	965.75	Pennoni Associates	Engineer Fees
5316	188.99	Pine Hill Hardware	Supplies - Operating
5318	90.00	Quality Landscaping	R/M - Office
5318	170.00	Quality Landscaping	R/M - Building
5319	50.00	Rio Supply	Supplies - Office
5320	7.49	Sam's Club	Supplies - Office
5320	51.24	Sam's Club	Supplies - Operating
5321	70.51	South Jersey Gas Co	Utilities - Operating
5323	96.09	Verizon	R/M - System

Resolution #14-74

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.

5284	3,500.00	Bank of New York	Other- Needed to Close
5287	1,700.00	Bowman & Co	Other- Needed to Close
5304	3,500.00	Wade,Long,Wood,Kennedy	Other- Needed to Close
5314	8327.08	Parker McCay	Other- Needed to Close
5315	1,392.75	Pennoni Associates	Mt Clement Paint/Rehab Eng
5324	13,435.75	WaterWorks Supply	Hydrants & Parts

Mr. Garvey 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. Knott

Nays: None

Abstain: Mr. Hartman

Resolution #14-75

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.

5277	4,000.32	Atlantic City Electric	Utilities - Operating
5277	274.23	Atlantic City Electric	Utilities - Office
5278	41.85	Acme Uniforms	Supplies - Operating
5279	53.00	All Brand Supply	Supplies - Operating
5280	48.62	Alpha Message Center	R/M - Office
5281	8,669.14	AmeriHealth Insurance	Health Insurance
5282	140.00	A P Certified Testing	R/M - System
5283	250.00	Atlantic Switch & Generator	R/M - System
5288	1,255.05	C & C Computer Designs	Supplies - Office
5289	471.28	CITGO Fleet	Automotive Expense
5290	21,780.00	Clementon Sewer Utility	Transmittal Agreement
5291	150.00	CNS Cleaning Co	Supplies - Office
5293	28.00	Debbie Corson	Health Insurance
5296	16.95	Fairlite Electric Supply	Supplies - Operating
5297	40.00	Patricia Garvey	Health Insurance
5298	19.04	Thomas Hassett	Health Insurance
5299	252.43	Horizon BC/BS	Health Insurance
5301	8.78	Intercounty Newspaper	Supplies - Office
5303	9,786.00	Lindenwold Sewer Utility	Transmittal Agreement
5304	1,469.67	Wade,Long,Wood,Kennedy	Legal Fees
5306	17.50	Elmerinda Narducci	Health Insurance
5308	80.22	Nextel/Sprint	Telephone - Operating
5310	179.25	NJ Motor Vehicle	Automotive Expense
5311	150.25	NJ Utilities Authority JIF	Insurance
5312	267.84	Office Basics	Supplies - Office
5313	69.05	One Call Concepts	R/M - System
5316	188.99	Pine Hill Hardware	Supplies - Operating
5317	27.00	ProGas	Chemicals
5318	90.00	Quality Landscaping	R/M - Office
5318	200.00	Quality Landscaping	R/M - Building
5320	7.49	Sam's Club	Supplies - Office
5320	51.23	Sam's Club	Supplies - Operating
5321	32.93	South Jersey Gas Co	Utilities - Office
5321	49.20	South Jersey Gas Co	Utilities - Operating
5322	3,238.51	U.S. Municipal Supply	Supplies - Operating
5323	151.27	Verizon	R/M - System
5325	38.84	Xerox Corp	Supplies - Office
5326	506.00	Xtel Communications	Telephone - Office
5326	32.29	Xtel Communications	Telephone - Operating

Resolution #14-76

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.

5284	3,000.00	Bank of New York	Other- Needed to Close
5287	3,300.00	Bowman & Co	Other- Needed to Close
5294	42.03	Courier Post	Atlantic Av P/S Engineering
5304	3,500.00	Wade,Long,Wood,Kennedy	Other- Needed to Close
5314	16,164.33	Parker McCay	Other- Needed to Close
5315	5,532.56	Pennoni Associates	Atlantic Ave P/S Eng
5315	4,469.41	Pennoni Associates	Greenwood Ave P/S Eng

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

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Costantino, Mr. Knott

Nays: None

Abstain: Mr. Garvey

Mr. Costantino made a motion to adjourn the meeting, seconded by Mr. Hartman.
On voice vote, motion carried unanimously. Meeting adjourned at 8:05 PM.

Respectfully submitted,

Debra Corson
Recording Secretary