

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

Absent: None

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

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

Minutes:

The Minutes of the September meeting.

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

Correspondence:

1. To Mr. Pat LaGrande re: Theft of Service
2. To Ms. Sandee Fries re: Theft of Service
3. To Mr. & Mrs. Nelson re: Theft of Service
4. To Mr. Hansen re: Theft of Service
5. To Ms. Kohlepp re: Theft of Service
6. From Pennoni re: Cellco (Verizon) Turnerville Road Antenna
7. From Pennoni re: Mt. Clement Water Tower
8. From Pennoni re: Performance Bond Release
9. From NJ DEP re: Payment Requisition No. 1 (Reimbursement of Expenditures)

The Board reviewed the correspondence.

Mr. Knott 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. Cell carriers installed temporary pole for relocations.
 - c. Change Order - \$10,000 credit to keep T-Mobile facilities on tank during painting.
 - d. Painting scheduled for October/November pending cellular relocations/weather.
 - e. Multiple preconstruction meetings including NJDEP/NJOEO.
2. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)
 - a. Delays with Atlantic City Electric providing electrical service to site.
 - b. Atlantic City Electric completed existing electric pole relocation.
 - c. Atlantic City Electric to install new electrical service the week of October 13.
 - d. Contractor to begin dewatering of groundwater (7 to 10 days) and provide updated schedule after completion of Atlantic City Electric installation.
3. Greenwood Avenue Pump Station (PHMU 0908)
 - a. Scheduled to rebid in 2015/2016.
 - b. Force main work by MUA staff: awaiting NJDEP permit.
 - c. Pennoni submitted LOI for NJEIT Funding.
 - d. **Revised Estimated Project cost: \$757,000.**
4. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
 - a. CCMUA work started: Downstream manhole has been constructed.
 - b. Project anticipated for 2015 construction.

- c. Pennoni submitted LOI for NJEIT Funding for project.
- d. Revised estimated Project Cost: \$410,000.**
- 5. Tank Antenna Issues (PHMU 1300)
 - a. ATT: New installation at Mt Clement.
 - b. ATT: New Generator at Turnerville.
 - c. Cellco/Verizon: Temporary relocation for painting at Mt Clement.
 - d. Cellco/Verizon: New installation at Turnerville.
 - e. T-Mobile/MetroPCS: Remaining on Mt Clement for painting/removing MetroPCS.
 - f. T-Mobile/MetroPCS: Remove and replace at Turnerville.
 - g. Cricket: Temporary relocation for painting at Mt Clement.
 - h. Clear Wireless: Permanent decommissioning from Mt Clement.
 - i. Sprint/Nextel: Temporary relocation for painting at Mt Clement and installing new equipment/removing Nextel.
- 6. Water Booster Station (PHMU 0911)
 - a. System timer adjustments for “weekend” peaks.
- 7. Fieldstone/Glen Eyre Phase 1, Phase 2, Phase 3 (PHMU 0606)
 - a. Recommend Bond release for Phases 1 and 2.
 - b. Phase 3 approved by Planning Board.
- 8. Castle/Karley Homes Sewer
 - a. Bank looking to finish development.

II. Other Projects

- 1. “Pine Hill Partners”/Amboy Bank (Apartments/townhomes)
 - a. No recent action on Apartments.
 - b. Amboy Bank looking to construct Townhomes: Sewer improvements required.
 - c. Cost share with Amboy Bank only with possible recapture agreement.
- 2. Ongoing/Long Term Capital Projects
 - 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.
- 3. 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. Knot made a motion to accept the Engineer's Report, seconded by Mr. Garvey.

On voice vote, motion carried.

Solicitor's Report:

Mr. Long stated that two Resolutions for approval tonight. A Resolution pertaining to Glen Eyre Phase II Maintenance Bond; Mr. Dougherty recommended that we go onto the Maintenance Bond as everything is completed for Phase II. The other Resolution is for the Authority to reimburse itself for certain expenses to date before we go and borrow the funds for the NJEIT.

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

Operations Manager's Report:

The Board reviewed Mr. Toal's Report.

Mr. Costantino 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 on Tuesday, October 28, 2014 at 1:00 PM, there is a pre-con meeting for the resurfacing of Estates Road. Mr. Hassett stated that he will meet with Charlie Raddenbrush and Larry DeVitro tomorrow, to finalize the agreement between Pine Hill and Pine Valley. Mr. Long stated that we should approve a resolution tonight that as long as Mr. Long, Mr. Dougherty and Mr.

Hassett agree to the changes that the Board would give the authority to make any minor changes without having to go back to them conditionally tonight. Mr. Hassett stated that the Holidays fall the 26th of December is Friday, so in past years, last year you gave them the day off and in past years they were given the opportunity to make up their hours.

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

Board Member's Report:

Mr. Greer stated that in the interest of going green, and for monitory reason; entertain the thought of doing away with reports and getting all the Board Members a Chrome book or Ipad. Mrs. Corson could send everything to the Board Members by email in .pdf format. Mr. Greer estimated the cost to be about \$2,000.00 and over a period of two year, it would pay by itself. The Board discussed the cost and savings for the Authority to do this. Mr. Garvey asked Mr. Long, if he knew of any other MUAs that were doing this. Mr. Long stated that he knows several MUAs and Townships that have gone green. The Board would have to purchase total of 12 tablets for the Board Members, Professionals, Executive Director, Operations Manager and Recording Secretary.

New Business:

None

Old Business:

None

Resolutions:

Resolution #14-107

The Board discussed giving the employees off the day after Christmas as Christmas falls on a Thursday this year.

Mr. Hartman made a motion to declare Friday, December 26th a holiday, seconded by Mr. Buscher.

Roll Call:

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

Nays: None

Abstain: Mr. Hartman, Mr. Garvey

Resolution #14-108

Mr. Costantino made a motion to research the purchase of tablets for the Authority, seconded by Mr. Hartman. On voice vote, motion carried.

Resolution #14-109

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING THE RELEASE OF A PERFORMANCE SURETY BOND
CONDITIONED UPON RECEIPT OF A MAINTENANCE SURETY BOND**

WHEREAS, Pine Hill Redevelopment Associates, intends to submit a Maintenance Surety Bond in the amount of \$9,647.33 associated with the Glen Eyre Development, a/k/a Fieldstone, Phase 2, in the Borough of Pine Hill, County of Camden and State of New Jersey, guaranteeing that the principal would maintain certain sewer construction services required by the Pine Hill Borough Municipal Utilities Authority ("Authority"); and

WHEREAS, the Authority agrees to release the original Performance Surety Bond #FP0019940 from First Indemnity of America Insurance Company, upon the appropriate posting of a Maintenance Surety Bond in accordance with the terms and conditions set forth in the letter from Hugh Dougherty, P.E, of Pennoni Associates, Inc., dated October 7, 2014, a copy of which is hereby incorporated by reference; and

WHEREAS, the release of the Performance Surety Bond and acceptance of the Maintenance Surety Bond will also be conditioned upon the approval of the Authority Solicitor as to form and sufficiency.

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. Upon receipt of Maintenance Surety Bond posted by Pine Hill Redevelopment Associates, L.L.C., in the amount of \$9,647.33, subject to the conditions set forth herein, the Authority shall release the previously posted Performance Surety Bond.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-110

THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
EXPRESSING ITS INTENTION TO REIMBURSE ITSELF FOR
CERTAIN EXPENDITURES RELATING TO THE AUTHORITY'S
CAPITAL IMPROVEMENT PROGRAM OUT OF THE PROCEEDS
OF BONDS OR OTHER OBLIGATIONS TO BE HEREAFTER
ISSUED BY THE AUTHORITY IN CONNECTION WITH ITS
PARTICIPATION IN THE 2016 NEW JERSEY ENVIRONMENTAL
INFRASTRUCTURE TRUST FINANCING PROGRAM

BACKGROUND

WHEREAS, The Pine Hill Borough Municipal Utilities Authority ("Authority" or "Borrower") has determined to undertake a capital improvement program, consisting of: (i) repairs and improvements to the Greenwood Pumping Station; and (ii) repairs and improvements to the Madison Force Main (collectively, the "Project"), all as more particularly described in the information on file in the offices of the Authority and the Authority's Consulting Engineer and available for inspection during normal business hours; and

WHEREAS, the Authority intends to incur expenditures for the costs of engineering, obtaining various permits and approvals, and preparation, design, planning, acquisition and installation of the Project including, without limitation, expenditures to certain of its consultants, engineers, attorneys and others for services rendered in connection with the Project ("Project Costs"); and

WHEREAS, the Authority intends to pay such expenditures using temporarily available funds in anticipation of reimbursing such expenditures from the proceeds of bonds or other obligations hereafter issued by the Authority in the aggregate principal amount of up to \$1,205,000 ("Project Debt Obligations"); and

WHEREAS, the Authority reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended ("Code"), will be issued by the New Jersey Environmental Infrastructure Trust ("Issuer") to finance the Project on a long-term basis by making a loan to the Borrower with the proceeds of the Issuer's obligations ("Project Bonds"); and

WHEREAS, the Borrower desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

NOW, THEREFORE, BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY AND THE MEMBERS THEREOF, AS FOLLOWS:

Section 1. The Authority hereby declares its reasonable expectation to reimburse the expenditures paid by the Authority to pay the Project Costs prior to the date of issuance of the Project Debt Obligations including, without limitation, expenditures to certain of its consultants, engineers, attorneys and others for services rendered in connection with the Project, out of the proceeds of the Project Debt Obligations which are to be issued by the Authority after the date of this Resolution.

Section 2. This Resolution is intended to be and hereby is a declaration of the Borrower's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Borrower, in accordance with Treasury Regulations §150-2.

Section 3. The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$1,205,000.

Section 4. The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

Section 5. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Bonds used to reimburse the Borrower for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Project Debt Obligations or another issue of debt obligations of the Borrower, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

Section 6. All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

Section 7. This Resolution is to be retained by the Authority and made publicly available for inspection at the offices of the Authority from the date hereof through the date of issuance of the Project Debt Obligations.

Section 8. This Resolution shall take effect immediately upon adoption this 15th day of October, 2014.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-111

Resolution authorizing the Executive Director to finalize a Wastewater Force Main Easement Agreement between Pine Hill MUA and Pine Valley Golf Club Corporation subject to the final review and approval of the Executive Director, the Solicitor and the Authority Engineer.

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

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #14-112

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 5464	309.50	NJ Division of Motor Vehicle	Automotive
MC 5465	732.78	Deptford BMEU Postmaster	Supplies - Office
5466	7,224.30	Atlantic City Electric	Utilities - Operating
5467	83.70	Acme Uniforms	Supplies - Operating
5467	18.50	Acme Uniforms	Supplies - Office
5468	330.00	Assoc Environmental Authority	T/E - Administrative
5469	47.57	Alpha Message Center	R/M - Office
5511	12,285.77	AmeriHealth Insurance	Health Insurance
5470	5,592.98	Bank of New York	Trustee
5471	220.00	BEP Labs	Chemicals
5472	72.57	BHP Plumbing & Heating	R/M - Building
5473	120.38	Casa Payroll Service	Supplies - Office
5474	415.32	Citgo Fleet	Automotive
5475	150.00	CNS Cleaning Co	Supplies - Office
5476	123.81	Comcast	Supplies - Office
5477	26.25	Debbie Corson Petty Cash	Supplies - Office
5477	11.68	Debbie Corson Petty Cash	Supplies - Operating
5478	110.00	Deptford BMEU Postmaster	Supplies - Office
5480	104.62	Global Elite Realty	Miscellaneous - Office
5481	34.55	Thomas Hassett-Admin	Miscellaneous - Office
5482	100.00	Thomas Hassett	Miscellaneous - Office
5482	18.00	Thomas Hassett	Health Insurance
5483	1,283.50	HD Supply Waterworks	Meters/Connections
5484	10.86	Home Depot	Supplies - Operating
5485	364.34	Horizon BC/BS	Health Insurance
5486	42.00	Matthew Hufner	Health Insurance
5487	165.00	NJ League of Municipalities	T/E - Administrative
5487	220.00	NJ League of Municipalities	T/E - Operating
5488	1,034.11	Wade, Long & Wood Esq.	Legal Fees
5489	28.00	Lethal Pest Solutions	R/M - Office
5490	197.34	Mechanic's Auto Parts	Automotive
5491	80.30	Nextel/Sprint	Telephone - Operating
5492	587.75	NJ State PWT	State Water Tax

5493	25.00	OHS Music Booster Assoc	Miscellaneous - Office
5494	35.44	One Call Concepts	R/M - System
5495	270.00	Pennoni Associates	Engineer Fees
5496	77.10	Pine Hill Hardware	Supplies - Operating
5498	112.50	Quality Landscaping	R/M - Office
5498	170.00	Quality Landscaping	R/M - Building
5500	4,026.00	Rio Supply	Meters/Connections
5501	85.48	Safeguard Business Forms	Supplies - Office
5502	28.49	Sam's Club	Supplies - Office
5503	25.40	South Jersey Gas	Utilities - Operating
5504	175.00	SNJ NIGP	T/E - Administrative
5505	190.18	Tire Corral Clementon	Automotive
5506	10.00	John Toal	Supplies - Operating
5507	105.63	Verizon	R/M - System
5508	24.00	Deborah Warrington	Health Insurance
5508	484.50	Deborah Warrington	T/E - Administrative

Resolution #14-113

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.

5495	2,334.20	Pennoni Associates	Mt Clement Paint/Rehab Eng
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Mr. Costantino made a motion to accept the payment of all water bills to be found true and correct, seconded by Mr. Garvey.

Roll Call:

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

Nays: None

Abstain: Mr. Hartman

Resolution #14-114

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 5464	309.50	NJ Division of Motor Vehicle	Automotive
MC 5465	732.78	Deptford BMEU Postmaster	Supplies - Office
5466	3,138.70	Atlantic City Electric	Utilities - Operating
5466	305.44	Atlantic City Electric	Utilities - Office
5467	83.70	Acme Uniforms	Supplies - Operating
5467	18.50	Acme Uniforms	Supplies - Office
		Assoc Environmental	
5468	330.00	Authority	T/E - Administrative
5469	47.57	Alpha Message Center	R/M - Office
5511	8,190.51	AmeriHealth Insurance	Health Insurance
5472	72.57	BHP Plumbing & Heating	R/M - Building
5473	120.38	Casa Payroll Service	Supplies - Office
5474	415.32	Citgo Fleet	Automotive
5477	26.25	Debbie Corson Petty Cash	Supplies - Office
5477	11.68	Debbie Corson Petty Cash	Supplies - Operating
5478	110.00	Deptford BMEU Postmaster	Supplies - Office
5479	25.00	Patricia Garvey	Health Insurance
5480	276.18	Global Elite Realty	Miscellaneous - Office
5481	34.55	Thomas Hassett-Admin	Miscellaneous - Office
5482	12.00	Thomas Hassett	Health Insurance
5484	10.85	Home Depot	Supplies - Operating
5485	242.89	Horizon BC/BS	Health Insurance
5486	28.00	Matthew Hufner	Health Insurance
5487	110.00	NJ League of Municipalities	T/E - Administrative
5487	165.00	NJ League of Municipalities	T/E - Operating

5488	447.79	Wade, Long & Wood Esq.	Legal Fees
5490	197.31	Mechanic's Auto Parts	Automotive
5491	80.30	Nextel/Sprint	Telephone - Operating
5493	25.00	OHS Music Booster Assoc	Miscellaneous - Office
5494	35.44	One Call Concepts	R/M - System
5496	77.10	Pine Hill Hardware	Supplies - Operating
5497	27.00	ProGas	Chemicals
5498	112.50	Quality Landscaping	R/M - Office
5498	160.00	Quality Landscaping	R/M - Building
5501	85.47	Safeguard Business Forms	Supplies - Office
5502	28.49	Sam's Club	Supplies - Office
5503	25.40	South Jersey Gas	Utilities - Office
5503	23.81	South Jersey Gas	Utilities - Operating
5504	135.00	SNJ NIGP	T/E - Administrative
5505	190.18	Tire Corral Clementon	Automotive
5506	10.00	John Toal	Supplies - Operating
5507	156.40	Verizon	R/M - System
5508	16.00	Deborah Warrington	Health Insurance
5508	484.50	Deborah Warrington	T/E - Administrative
5509	59.91	Xerox Corp	Supplies - Office
5510	487.59	Xtel Communications	Telephone - Office
5510	42.40	Xtel Communications	Telephone - Operating

Resolution #14-115

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.

5495	2,152.48	Pennoni Associates	Atlantic Av P/S Engineering
5495	4,952.75	Pennoni Associates	Greenwood Av P/S Engineer
5499	111.00	Remington & Vernick Eng	Atlantic Av P/S Engineering

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

Roll Call:

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

Nays: None

Abstain: Mr. Hartman, Mr. Garvey

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

On voice vote, motion carried unanimously. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Debra Corson
Recording Secretary