

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, December 17, 2014 at 7:00 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. Garvey, Mr. Knott, Mr. Odenath

Absent: Mr. Costantino, Mr. Greer

Also in attendance Mr. Hassett, Executive Director, Mr. Long, Solicitor and Mr. Dougherty, Engineer. Mr. Greer arrived at 7:20 PM.

Mr. Knott made a motion to seat Mr. Odenath, seconded by Mr. Garvey. On voice vote, motion carried.

Minutes:

The Minutes of the July meeting.

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

On voice vote, motion carried.

Correspondence:

1. FYI re: Holiday Get Together
2. To Mr. Milstein re: Turn On Fee
3. To Mrs. Ward re: Turn On Fee
4. From Pennoni re: Atlantic Avenue Pump Station
5. From Pennoni re: Mt. Clement Water Tank Rehab Change Order #2

The Board reviewed the correspondence.

Mr. Hartman made a motion to accept the correspondence, seconded by Mr. Garvey.

On voice vote, motion carried unanimously.

Engineer's Report:

I. Active Projects

1. Mt. Clement Well Tank (PHMU 1204)
 - a. Worldwide completed interior blasting and prime painting. Exterior blasting and prime painting on-going. Interior finish painting to be complete in 2 weeks.
 - b. Pennoni coordinating with AT&T and Sprint regarding welding of new facilities required prior to final painting.
 - c. Change Order approved for \$10,000 credit to keep T-Mobile facilities on tank during painting (revised Contract amount = \$230,400).
 - d. Change Order recommended for welding repair of holes in tank roof that occurred during blasting (\$1,960).
2. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)
 - a. Wet well, valve vault, and emergency generator installed.
 - b. Force main crossing at Turnerville Road installed.
 - c. Relocation of Fibertech utilities completed (\$15,000 relocation fee waived).
 - d. Pump station start-up is expected in late December/early January depending on availability of manufacturer representatives during the holidays.
 - e. Quarterly progress meeting being scheduled with NJDEP in December.
3. Greenwood Avenue Pump Station (PHMU 0908)
 - a. NJEIT FY2016 funding application submitted.
 - b. NJEIT follow-up submission due March 6, 2015 (includes plans and specs).
 - c. Construction in 2015.
 - d. Force main work by MUA staff: received NJDEP permit; coordinating with Pine Valley.
 - e. Revised estimated project cost: \$757,000.
4. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
 - a. NJEIT FY2016 funding application submitted.
 - b. NJEIT follow-up submission due March 6, 2015 (includes plans and specs).
 - c. Construction in 2015.
 - d. Revised estimated project cost: \$410,000.

5. Tank Antenna Issues
 - 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/removed 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/removed 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 he had prepared two change order resolutions for this evening's meeting; there is also an emergency repair resolution for the water main leaks on Erial Road.

Mr. Hartman 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 he, Mr. Dougherty and Mr. Toal attended a County meeting for the reconstruction of Erial Road. He reviewed the preliminary design that was discussed at that meeting. Mr. Hassett had informed the County that we have concerns about our laterals on Erial Road; a discussion followed about the number of laterals and their replacement prior to the county doing the road. Maybe a possible shared services agreement for the contractor to replace the laterals as they do the road.

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

Mr. Hartman made a motion to excuse Mr. Costantino's absence, seconded by Mr. Garvey. On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

Resolution #14-125

WHEREAS, on September 26, 2014 the Pine Hill Borough Municipal Utilities Authority ("Authority") received a request from Pennoni Associates, Inc. ("Pennoni" and/or Authority's Engineer) to approve Change Order No. 1 for a deduction in the Contract amount of \$10,000.00 for the Mt. Clement Water Storage Tank Rehabilitation Project, in a form attached hereto and made a part hereof; and

WHEREAS, the Change Order No. 1 deduction was necessitated as a result of the Authority's Engineer permitting the modification of rigging and surface preparation to allow for leaving in place six antennas and mounts on the roof of the tank; and

WHEREAS, the Change Order request submitted by Pennoni has been reviewed by staff and the Chairman and Board Members of the PHMUA.

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. Change Order No. 1 for a deduction in the Contract amount of \$10,000.00 for the Mt. Clement Water Storage Tank Rehabilitation Project is hereby approved by the Authority.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-126

WHEREAS, on December 10, 2014 the Pine Hill Borough Municipal Utilities Authority ("Authority") received a request from Pennoni Associates, Inc. ("Pennoni" and/or Authority's Engineer) to approve Change Order No. 2 for an increase in the Contract amount of \$1,920.00 for the Mt. Clement Water Storage Tank Rehabilitation Project, in a form attached hereto and made a part hereof; and

WHEREAS, the Change Order No. 2 increase was necessitated as a result of the Authority's Engineer discovered three holes on the tank roof and an inoperable hinge on the man way is need of repair; and

WHEREAS, the Change Order request submitted by Pennoni has been reviewed by staff and the Chairman and Board Members of the PHMUA.

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. Change Order No. 2 for an increase in the Contract amount of \$1,920.00 for the Mt. Clement Water Storage Tank Rehabilitation Project is hereby approved by the Authority.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-127

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") maintains and operates a water utility system within the Borough of Pine Hill and is

the owner of certain water mains located at Erial Road and 3rd Avenue as well as Erial Road and 1st Avenue;

WHEREAS, said water system was in need of certain emergency repairs, due to the a serious main break; and

WHEREAS, failure to take immediate and emergent action would have resulted in a health and safety hazard; and

WHEREAS, the Hugh J. Dougherty, PE, CME, Authority Engineer, has issued correspondence dated November 17, 2014 outlining the nature of the emergency, the need for immediate action and has rendered an opinion that the public health safety and welfare of the residents of Pine Hill would be affected if not repaired immediately; and

WHEREAS, the Executive Director has concurred that an emergency existed which could only be corrected by swift and immediate action through an emergency repair; and

WHEREAS, this emergency was not reasonably foreseeable by the Authority; and

WHEREAS, the authorization to complete the required repair work was limited to meet immediate needs; and

WHEREAS, the amount expended for the emergency repair service was for an amount not to exceed \$20,000.00, and funds are available and have been certified by the Authority; and

WHEREAS, the Solicitor to the Authority has rendered an opinion that the Award of this Contract is permitted by law as an exception to the Local Public Contracts Law in accordance with N.J.S.A. 40A:11-6; and

WHEREAS, the Authority is satisfied that an emergency existed; 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 expenditure of funds is authorized without competitive bidding in accordance with N.J.S.A. 40A:11-6 which permits emergency repair services for the reasons expressly set forth in the preamble of this Resolution;
3. The expenditure authorized herein shall not exceed \$20,000.00; and
4. Authority's staff is directed to process any Purchase Orders, Vouchers, or other appropriate documentation to effectuate the expenditure authorized herein.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-128

Water

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY that the following accounts be adjusted for billing:

702000-0	179.80	8 Woodrow Road	Adjmt Bad Reading
4127000-15	23.70	331 Renaissance Drive	Reversed Incorrect Billing
2870000-0	67.10	15 Franklin Avenue	Reversed Incorrect Billing
4128000-21	5.83	437 Renaissance Drive	Adjusted Meter Fee
1523000-0	11.67	134 E 11 th Avenue	Adjusted Meter Fee

Mr. Hartman made a motion to accept the billing adjustments, seconded by Mr. Knott.

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #14-129

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 5512	52.97	Thomas Hassett	Supplies - Office
5572	6,099.39	Atlantic City Electric	Utilities - Operating
5573	83.70	ACME Uniforms	Supplies - Operating

5573	18.50	ACME Uniforms	Supplies - Office
5574	50.09	Alpha Message Center	R/M - Office
5575	177.00	American Security Systems	R/M - Building
5576	12,285.77	AmeriHealth Insurance Co	Health Insurance
5578	220.00	BEP Labs	Laboratory Testing
5579	12,455.00	Bowman & Co	Audit and Accounting Fees
5580	116.83	Casa Payroll Service	Supplies - Office
5581	367.50	C & C Computer Designs	Supplies - Office
5582	268.07	Citgo Fleet	Automotive Expenses
5584	150.00	CNS Cleaning Co	Supplies - Office
5585	123.81	Comcast	Supplies - Office
5588	37.35	Thomas Hassett-Admin	Miscellaneous - Office
5589	100.00	Thomas Hassett	Miscellaneous - Office
5589	58.18	Thomas Hassett	Health Insurance
5590	364.34	Horizon BC/BS	Health Insurance
5591	114.65	Thomas Knott	T/E - Administrative
5593	665.40	Wade, Long & Wood	Legal Fees
5594	28.00	Lethal Pest Solutions	R/M - Office
5595	10.62	Mechanic's Auto Parts	Automotive Expenses
5596	503.55	Miracle Chemical	Chemicals
5597	123.03	Nextel/Sprint	Telephone - Operating
5598	19,051.37	New Jersey American Water	Water Agreements
5599	10,324.45	NJ Utilities Authority JIF	Insurance
5600	23.82	One Call Concepts	R/M - System
5601	35.00	Paul's Trophies	Miscellaneous - Operating
5603	107.14	Pine Hill Hardware	Supplies - Operating
5605	85.00	Quality Landscaping	R/M - Office
5605	170.00	Quality Landscaping	R/M - Building
5607	501.50	Rutgers, State University	T/E - Administrative
5608	49.28	Sam's Club	Supplies - Office
5608	19.51	Sam's Club	Supplies - Operating
5609	192.50	Shop-N-Bag Pine Hill	Miscellaneous - Office
5610	214.93	South Jersey Gas	Utilities - Operating
5611	120.00	SNJ NIGP	T/E - Administrative
5612	48.51	United Electric Supply	Supplies - Operating
5613	105.75	Verizon	R/M - System

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #14-130

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 5512	52.96	Thomas Hassett	Supplies - Office
5571	371.54	ABS Electric	R/M - System
5572	3,244.26	Atlantic City Electric	Utilities - Operating
5572	227.21	Atlantic City Electric	Utilities - Office
5573	83.70	ACME Uniforms	Supplies - Operating
5573	18.50	ACME Uniforms	Supplies - Office
5574	50.09	Alpha Message Center	R/M - Office
5575	102.00	American Security Systems	R/M - Building
5576	8,190.51	AmeriHealth Insurance Co	Health Insurance

5577	1,695.00	Bank of New York	Trustee
5579	12,455.00	Bowman & Co	Audit and Accounting Fees
5580	116.83	Casa Payroll Service	Supplies - Office
5581	367.50	C & C Computer Designs	Supplies - Office
5582	268.06	Citgo Fleet	Automotive Expenses
5583	21,780.00	Clementon Sewerage Utility	Transmittal Agreements
5586	2,130.50	Dave Patterson, Esquire	Legal Fees
5587	335.00	Patricia Garvey	Health Insurance
5588	37.35	Thomas Hassett-Admin	Miscellaneous - Office
5589	38.78	Thomas Hassett	Health Insurance
5590	242.89	Horizon BC/BS	Health Insurance
5591	114.65	Thomas Knott	T/E - Administrative
5592	9,786.00	Lindenwold Sewer Utility	Transmittal Agreements
5593	791.10	Wade, Long & Wood	Legal Fees
5595	10.62	Mechanic's Auto Parts	Automotive Expenses
5597	123.02	Nextel/Sprint	Telephone - Operating
5599	10,324.45	NJ Utilities Authority JIF	Insurance
5600	23.82	One Call Concepts	R/M - System
5601	35.00	Paul's Trophies	Miscellaneous - Operating
5603	107.13	Pine Hill Hardware	Supplies - Operating
5604	27.00	ProGas	Chemicals
5605	85.00	Quality Landscaping	R/M - Office
5605	305.00	Quality Landscaping	R/M - Building
5607	501.50	Rutgers, State University	T/E - Administrative
5608	49.27	Sam's Club	Supplies - Office
5608	19.51	Sam's Club	Supplies - Operating
5609	192.50	Shop-N-Bag Pine Hill	Miscellaneous - Office
5610	27.21	South Jersey Gas	Utilities - Operating
5610	75.82	South Jersey Gas	Utilities - Office
5611	80.00	SNJ NIGP	T/E - Administrative
5612	8.91	United Electric Supply	Supplies - Operating
5613	156.52	Verizon	R/M - System
5614	42.72	Xerox	Supplies - Office

Resolution #14-131
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.

5602	3,877.58	Pennoni Associates	Atlantic Ave P/S Eng
5602	3,320.37	Pennoni Associates	Greenwood Ave P/S Eng
5606	594.50	Remington & Vernick	Atlantic Ave P/S Eng

Mr. Hartman 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. Hartman, Mr. Knott, Mr. Odenath

Nays: None

Abstain: Mr. Garvey

Mr. Garvey made a motion to adjourn the meeting, seconded by Mr. Knott.
On voice vote, motion carried unanimously. Meeting adjourned at 7:28 PM.

Respectfully submitted,

Debra Corson
Recording Secretary