

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, July 15, 2015 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 are Mr. Toal, Licensed Operations Manager, Mr. Long, Solicitor and Mr. Dougherty, Engineer.

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

Minutes:

The Minutes of the May and June meetings.

Mr. Hartman made a motion to approve the minutes, seconded by Mr. Costantino. On voice vote, motion carried.

Correspondence:

1. To Dave Harris re: 2005 Tall Pines
2. From Borough of Pine Hill re: 400 Erial Road
3. To Dave Harris re: Termination of Employment
4. From Tom Hassett re: Union Contract
5. FYI Weekly Fishing Report
6. From Joe Donohue re: Parking Handicap Zone
7. From DEP re: Treatment Works Madison Avenue
8. From DEP re: Treatment Works The Greens of Pine Hill
9. From Pennoni re: Verizon Mt Clement Tower

The Board reviewed the correspondence.

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

Engineer's Report:

I. Active Projects

1. Mt. Clement Well Tank (PHMU 1204)
 - a. Worldwide work is complete.
 - b. Pennoni issued final payment recommendation.
 - c. Antenna reinstallations on-going (T-Mobile and Sprint complete; Cricket ready for 100% decommissioning of facilities; Verizon pending approval of proposed antenna installations).
2. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)
 - a. Clementon flow diverted to pump station on February 28, 2015.
 - b. Met with contractor; moving forward with closeout.
3. Greenwood Avenue Pump Station (PHMU 0908)
 - a. NJEIT FY2016 funding application submitted.
 - b. TWA issued May 22, 2015.
 - c. Advertise September 29, 2015.
 - d. Award October 21, 2015.
 - e. Construction in 2015.
 - f. Pennoni issued response to NJDEP Planning Document review.
 - g. Pennoni coordinating response to additional NJDEP review comments (Stage 1 Cultural Resources review in progress).
 - h. Force main work by MUA staff, except stream crossing (which will be part of public contract); received NJDEP permit; coordinating with Pine Valley.
 - i. Revised estimated project cost: \$757,000.**
4. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)

- a. NJEIT FY2016 funding application submitted.
 - b. TWA application administratively complete.
 - c. Advertise September 29, 2015.
 - d. Award October 21, 2015.
 - e. Construction in 2015.
 - f. Revised estimated project cost: \$606,000.**
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; Verizon application for new installations.
 - d. Cellco/Verizon: New installation at Turnerville.
 - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement; removed MetroPCS.
 - f. T-Mobile/MetroPCS: Remove and replace at Turnerville.
 - g. Cricket: Permanent decommissioning from Mt Clement.
 - h. Clear Wireless: Permanent decommissioning from Mt Clement.
 - i. Sprint/Nextel: Sprint reinstalled on Mt. Clement; 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.
 - c. Easement – Pennoni approved technical aspects; solicitor review.
8. Castle/Karley Homes Sewer
- a. Bank looking to finish development.
9. Annual Water Bond Trustee Report
- a. Pennoni issued report February 17, 2015.

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. Amboy Bank recapture agreement negotiations.
2. Erial Road Reconstruction
- a. County reconstruction project.
 - b. Approximately sixty (60) water service replacements.
3. 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.
4. Identify Funding Sources
- 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. Hartman made a motion to accept the Engineer's Report, seconded by Mr. Garvey.
On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's Report. Mr. Toal commented that if the Authority is going to purchase a emergency generator, he feels that Bromley Pump Station would be the location for such a generator. A discussion followed. Mr. Greer commented that Mr. Hassett should contact FEMA for a possible grant or partial grant for the purchase of an emergency generator. Mr. Dougherty reviewed the process.

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

New Business:
None
Old Business:
None
Resolutions:

Resolution #15-82

WHEREAS, the Annual Budget and Capital Budget for the Pine Hill Municipal Utilities Authority for the fiscal year beginning, August 1, 2015 and ending, July 31, 2016 has been presented for adoption before the governing body of the Pine Hill Water Utility Authority at its open public meeting of July 15, 2015; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, THE Annual Budget as presented for adoption reflects Total Revenues of \$2,290,000.00, Total Appropriations, including any Accumulated Deficit if any, of \$2,485,128.00 and Total Unrestricted Net Position utilized of \$195,128.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$62,000.00 and Total Unrestricted Net Position planned to be utilized, of \$62,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pine Hill Municipal Utilities Authority, at an open public meeting held on July 15, 2015 that the Annual Budget, and the Capital Budget/Program of the Pine Hill Municipal Utilities Authority for the fiscal year beginning, August 01, 2015 and ending, July 31, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #15-83

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has declared two different water main leak on Erial road an emergency repairs; and

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

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$14,855.55 from the Water Renewal and Replacement Fund, which is required to make this water main repair, and 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. Hartman made a motion to accept the resolution, seconded by Mr. Costantino.

Roll Call:

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

Nays: None

Abstain: None

Resolution #15-84

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2014/2015 Authority Water Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be effected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE

FROM

TO

Engineering	\$3,000.00	
Overtime-Operating		\$3,000.00
Total	\$3,000.00	\$3,000.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #15-85

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2014/2015 Authority **Sewer** Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be effected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Transmittal Agreements	\$5,400.00	
Utilities-Operating		\$5,400.00
Total	\$5,400.00	\$5,400.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Mr. Garvey 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 #15-86

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 Water Operating Fund.

MC 5906	37.77	Debbie Corson	Supplies - Office
MC 5907	17.50	Treasurer, New Jersey State	Miscellaneous - Office
MC 5908	3,000.00	Bank of New York Mellon	Trustee
MC 5909	944.67	BMEU Clerk, Deptford USPS	Supplies - Office
MC 5910	736.00	BMEU Clerk, Deptford USPS	Supplies - Office
MC 5911	30.00	Joseph Donohue	Automotive Expense
MC 5912	17.60	BMEU Clerk, Deptford USPS	Supplies - Office
MC 5913	74.00	Treasurer, New Jersey State	Supplies - Operating
5914	8,155.13	Atlantic City Electric	Utilities - Operating
5914	363.77	Atlantic City Electric	Utilities - Office
5915	83.70	Acme Uniforms	Supplies - Operating
5915	18.50	Acme Uniforms	Supplies - Office
5916	127.56	All Industrial Safety Products	Supplies - Operating
5917	59.83	Alpha Message Center	R/M - Office
5918	20.00	Authenticom Services	Supplies - Office
5919	1,490.00	BEP Labs	Supplies - Office
5920	155.48	Mabel Borovkoff	Health Insurance
5921	152.76	Casa Payroll Service	Supplies - Office
5922	305.75	CITGO Fleet	Automotive Expense
5924	160.00	Coverall Of Philadelphia	R/M - Office
5925	51.18	Debbie Corson (Petty Cash)	Supplies - Office
5927	2.50	BMEU Clerk, Deptford USPS	Supplies - Office
5928	132.78	Echelon Ford	Automotive Expense
5929	119.00	G & M Printwear	Supplies - Operating

5930	34.77	Michael Grogan	Health Insurance
5931	14.12	Thomas Hassett	Health Insurance
5931	10.00	Thomas Hassett	Telephone - Operating
5932	9.47	Home Depot	Supplies - Operating
5933	355.07	Horizon BC/BS	Health Insurance
5934	227.82	Kennedy Marketing	Supplies - Operating
5936	1,197.33	Miracle Chemical	Chemicals
5937	290.01	Mongan's	R/M - System
5938	123.67	Nextel/Sprint	Telephone - Operating
5939	19,349.73	New Jersey American Water	Water Agreements
5940	390.34	NJ State PWT	State Water Tax
5941	76.90	One Call Concepts	R/M - System
5943	100.62	Pine Hill Hardware	Supplies - Operating
5945	27.00	ProGas	Chemicals
5946	135.00	Quality Landscaping	R/M - Office
5946	130.00	Quality Landscaping	R/M - Operating
5947	6.96	Sam's Club	Supplies - Office
5947	64.44	Sam's Club	Supplies - Operating
5948	29.73	South Jersey Gas	Utilities - Office
5948	29.16	South Jersey Gas	Utilities - Operating
5949	31.20	George Smith	Health Insurance
5950	20.00	SNJ Chapter NIGP	T/E - Administrative
5951	1,580.00	Treasurer, New Jersey State	State Water Tax
5952	545.88	US Bank Operations Center	Trustee
5953	101.24	Verizon	R/M - System
5954	43.90	Deborah Warrington	Health Insurance
5955	161.88	Water Works Supply Co	Supplies - Operating
5956	111.89	Xerox Corp	Supplies - Office

Resolution #15-87

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 Renewal and Replacement Fund.

5942	137.00	Pennoni Associates	Mt Clement Rehab/Paint-Eng
5958	14,855.55	RD Zeuli Inc	Construction- Water Main Repair

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. Hartman, Mr. Costantino, Mr. Garvey, Mr. Knott

Nays: None

Abstain: None

Resolution #15-88

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 Sewer Operating Fund.

MC 5906	37.76	Debbie Corson	Supplies - Office
MC 5907	17.50	Treasurer, New Jersey State	Miscellaneous - Office
MC 5910	736.00	BMEU Clerk, Deptford USPS	Supplies - Office
MC 5911	30.00	Joseph Donohue	Automotive Expense
MC 5912	17.60	BMEU Clerk, Deptford USPS	Supplies - Office
MC 5913	74.00	Treasurer, New Jersey State	Supplies - Operating
5914	4,113.92	Atlantic City Electric	Utilities - Operating
5915	83.70	Acme Uniforms	Supplies - Operating
5915	18.50	Acme Uniforms	Supplies - Office
5916	127.56	All Industrial Safety Products	Supplies - Operating
5917	59.82	Alpha Message Center	R/M - Office

5918	20.00	Authenticom Services	Supplies - Office
5920	103.65	Mabel Borovkoff	Health Insurance
5921	152.75	Casa Payroll Service	Supplies - Office
5922	305.75	CITGO Fleet	Automotive Expense
5923	143.76	Comcast	Supplies - Office
5925	51.17	Debbie Corson (Petty Cash)	Supplies - Office
5926	3,180.54	Deltronics Corporation	R/M - System
5927	2.50	BMEU Clerk, Deptford USPS	Supplies - Office
5928	132.77	Echelon Ford	Automotive Expense
5929	119.00	G & M Printwear	Supplies - Operating
5930	23.17	Michael Grogan	Health Insurance
5931	100.00	Thomas Hassett	Miscellaneous - Office
5931	9.40	Thomas Hassett	Health Insurance
5931	9.99	Thomas Hassett	Telephone - Operating
5933	236.71	Horizon BC/BS	Health Insurance
5935	29.00	Lethal Pest Solutions	R/M - Office
5937	290.01	Mongan's	R/M - System
5938	123.67	Nextel/Sprint	Telephone - Operating
5941	76.90	One Call Concepts	R/M - System
5942	69.50	Pennoni Associates	Engineer Fees
5943	100.62	Pine Hill Hardware	Supplies - Operating
5946	130.00	Quality Landscaping	R/M - Office
5946	160.00	Quality Landscaping	R/M - Operating
5947	6.95	Sam's Club	Supplies - Office
5947	64.43	Sam's Club	Supplies - Operating
5948	228.58	South Jersey Gas	Utilities - Operating
5949	20.80	George Smith	Health Insurance
5950	20.00	SNJ Chapter NIGP	T/E - Administrative
5952	2,948.25	US Bank Operations Center	Trustee
5953	200.39	Verizon	R/M - System
5957	521.23	Xtel Communications	Telephone - Office
5957	16.12	Xtel Communications	Telephone - Operating

Resolution #15-89

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 Sewer General Fund.

5942	6,353.26	Pennoni Associates	Greenwood Ave P/S Eng
5944	16,900.00	Pioneer Pipe Contractors	CrossKeys Rd Manhole Repair

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

Roll Call:

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

Nays: None

Abstain: None

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

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

Respectfully submitted,

Debra Corson
Recording Secretary