

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, November 24, 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. Costantino, Mr. Garvey, Mr. Knott, Mr. Greer, Mr. Odenath

Absent: Mr. Hartman

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

Mr. Greer was seated for Mr. Hartman. Mr. Hartman arrived at 7:36 PM.

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. Knott. On voice vote, motion carried.

Minutes:

The Minutes of the October meeting.

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

Correspondence:

1. FYI re: Employee Contact Information
2. FYI re: Maintenance Call List
3. From Sprint re: Lease Agreement
4. From Pennoni re: The Greens at Pine Hill
5. To Mr. Richard DelPazzo re: Payment Agreement
6. From Natalie Warther re: Tons of Turkeys
7. FYI re: Southern New Jersey NIGP December Meeting

The Board reviewed the correspondence.

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

On voice vote, motion carried unanimously.

Engineer's Report:

I. Active Projects

1. Greenwood Avenue Pump Station (PHMU 0908)
  - a. NJEIT FY2016 funding application submitted.
  - b. TWA issued May 22, 2015.
  - c. Pennoni updated plans and specifications for an emergency generator and water service at the pump station, for directional drilling of the gravity main crossing Erial Road, and submitted to NJDEP.
  - d. NJDEP approval is imminent. Awaiting Authorization to Advertise.
  - e. Force main work by MUA staff, except stream crossing (which will be part of public contract); received NJDEP permit; coordinating with Pine Valley.
  - f. Revised estimated project cost: \$757,000.
2. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
  - a. NJEIT FY2016 funding application submitted.
  - b. TWA issued July 22, 2015.
  - c. NJDEP approval is imminent. Awaiting Authorization to Advertise.
  - d. Revised estimated project cost: \$606,000.
3. Tank Antenna Issues
  - a. ATT: New installation at Mt Clement;
  - b. ATT: New Generator at Turnerville.
  - c. Cellco/Verizon: Verizon application for new installations at Mt. Clement.
  - 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 on Mt. Clement; removed Nextel.
- 4. Mt. Clement Well Tank (PHMU 1204)
  - a. Worldwide work is complete: final payment and retainage released.
  - b. Site restoration complete.
  - c. Maintenance Bond expires January 2, 2017.
- 5. Atlantic Avenue Pump Station/Lakes at Pine Hill (PHMU 1301)
  - a. Pennoni to advise Amboy Bank of their share.
  - b. Clementon flow diverted to pump station on February 28, 2015.
  - c. MUA took ownership on July 7, 2015.
  - d. Maintenance Bond Expires February 28, 2017.
- 6. Water Booster Station (PHMU 0911)
  - a. No operations issues at this time.
- 7. Fieldstone/Glen Eyre Phase 1, Phase 2, Phase 3 (PHMU 0606)
  - a. Recommend Bond release for Phases 1, 2, and 3.
- 8. Castle/Karley Homes Sewer
  - a. Bank looking to finish development.
- 9. Annual Water Bond Trustee Report
  - a. Pennoni issued report February 17, 2015.
- 10. Bromley PS Generator Evaluation (PHMU 15XX)
  - a. Pennoni issued proposal for Bromley generator study.
  - b. No Action at this time.

## II. Other Projects

- 1. "Pine Hill Partners"/Amboy Bank (Apartments/townhomes) (PHMU 1202)
  - a. No recent action on Apartments.
  - b. Amboy Bank looking to construct Townhomes: Sewer improvements required.
  - c. Amboy Bank recapture agreement negotiations.
- 2. Foxwood (Lakes at Pine Hill) (PHMU 0612)
  - a. Pennoni issued bond release recommendation (release not recommended).
- 3. The Greens at Pine Hill (PHMU 1306)
  - a. Developer looking to proceed with Pump Station Improvement project; escrow required, performance bond not required.
- 4. Erial Road Reconstruction
  - a. County reconstruction project.
  - b. Approximately sixty (60) water service replacements.
- 5. 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.
- 6. 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. Knott made a motion to accept the Engineer's Report, seconded by Mr. Costantino.

On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's Report.

Mr. Knott made a motion to accept the Operations Manager's Report, seconded by Mr. Hartman.

On voice vote, motion carried.

Executive Director's Report:

Mr. Hassett stated that the December Meeting will start at 7:00 PM.

New Business:

None

Old Business:

None

Resolutions:

Payment of Bills:

Resolution #15-115

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 6102	241.63	Deptford PO, BMEU Clerk	Supplies - Office
6103	1,059.60	Asphalt Paving System	Supplies - Operating
6104	258.01	Atlantic City Electric	Utilities - Office
6104	6,087.33	Atlantic City Electric	Utilities - Operating
6105	122.14	Acme Uniforms	Supplies - Operating
6105	18.50	Acme Uniforms	Supplies - Office
6106	507.25	All Industrial Safety Products	Supplies - Operating
6107	48.66	Alpha Message Center	R/M - Office
6108	11,129.15	AmeriHealth Insurance	Health Insurance
6109	3,220.96	Bank of New York Mellon	Trustee
6110	220.00	BEP Labs	Laboratory Testing
6111	145.22	Casa Payroll Service	Supplies - Office
6112	214.20	CITGO Fleet	Automotive Expense
6114	152.00	Cooper UniversityHealth Care	Miscellaneous - Operating
6115	66.37	Debbie Corson	T/E - Administrative
6117	13.04	Debbie Corson	Supplies - Office
6117	25.00	Debbie Corson	Supplies - Operating
6119	144.65	Echelon Ford	Automotive Expense
6120	50.00	Flexfacts	Supplies - Office
6122	82.50	Groff Tractor New Jersey	Automotive Expense
6123	79.15	Michael Grogan	Health Insurance
6123	21.77	Michael Grogan	T/E - Administrative
6124	150.81	Thomas Hassett- Admin	T/E - Administrative
6124	52.63	Thomas Hassett- Admin	Miscellaneous - Office
6125	165.00	Thomas Hassett	Health Insurance
6126	32.11	HD Supply Waterworks	Supplies - Operating
6128	313.19	Horizon BC/BS	Health Insurance
6129	70.00	Matthew Hufner	Health Insurance
6129	79.03	Matthew Hufner	T/E - Administrative
6130	110.00	NJ League of Municipalities	T/E - Administrative
6132	134.02	Mechanic's Auto Parts	Automotive Expense
6133	559.50	Miracle Chemical	Chemicals
6134	40.60	Elmerinda Narducci	Health Insurance
6135	42.43	Nat Alexander	Supplies - Operating
6135	9.98	Nat Alexander	Supplies - Office
6136	71.30	National Paving	Supplies - Operating
6137	76.53	Nextel/Sprint	Telephone - Operating
6138	19,720.31	New Jersey American Water	Water Agreements
6139	21.42	Office Basics	Supplies - Office
6139	176.00	Office Basics	Supplies - Operating
6140	89.93	One Call Concepts	R/M - System
6141	34.50	Parker McCay	Legal Fees

6142	409.00	Pennoni Associates	Engineer Fees
6143	228.10	Pine Hill MUA	Supplies - Operating
6144	205.47	Pine Hill Hardware	Supplies - Operating
6145	27.00	ProGas	Chemicals
6146	90.00	Quality Landscaping	R/M - Office
6146	170.00	Quality Landscaping	R/M - Building
6147	343.93	Quest Diagnostics	Miscellaneous - Operating
6148	267.00	Rio Supply	Meters/Connections
6149	62.68	Sam's Club	Supplies - Office
6149	22.69	Sam's Club	Supplies - Operating
6150	48.89	South Jersey Gas	Utilities - Office
6150	60.32	South Jersey Gas	Utilities - Operating
6151	412.30	South Gate	Supplies - Operating

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 #15-116

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 6102	241.62	Deptford PO, BMEU Clerk	Supplies - Office
6104	3,001.88	Atlantic City Electric	Utilities - Operating
6105	122.14	Acme Uniforms	Supplies - Operating
6105	18.50	Acme Uniforms	Supplies - Office
6106	507.25	All Industrial Safety Products	Supplies - Operating
6107	48.65	Alpha Message Center	R/M - Office
6108	7,419.42	AmeriHealth Insurance	Health Insurance
6109	1,650.00	Bank of New York Mellon	Trustee
6111	145.21	Casa Payroll Service	Supplies - Office
6112	214.20	CITGO Fleet	Automotive Expense
6113	143.76	Comcast	Supplies - Office
6114	152.00	Cooper UniversityHealth Care	Miscellaneous - Operating
6115	66.36	Debbie Corson	T/E - Administrative
6116	160.00	Coverall of Philadelphia	Supplies - Office
6117	13.04	Debbie Corson	Supplies - Office
6117	25.00	Debbie Corson	Supplies - Operating
6118	98.65	H.A.Dehart & Son	Supplies - Operating
6119	144.65	Echelon Ford	Automotive Expense
6120	50.00	Flexfacts	Supplies - Office
6121	300.00	Patricia Garvey	Health Insurance
6121	51.70	Patricia Garvey	T/E - Administrative
6122	82.50	Groff Tractor New Jersey	Automotive Expense
6123	52.76	Michael Grogan	Health Insurance
6124	150.80	Thomas Hassett- Admin	T/E - Administrative
6124	52.62	Thomas Hassett- Admin	Miscellaneous - Office
6125	165.00	Thomas Hassett	Health Insurance
6125	100.00	Thomas Hassett	Miscellaneous - Office
6127	91.73	Home Depot	Supplies - Operating
6128	208.78	Horizon BC/BS	Health Insurance
6130	110.00	NJ League of Municipalities	T/E - Administrative
6131	29.00	Lethal Pest Solutions	R/M - Office
6132	134.02	Mechanic's Auto Parts	Automotive Expense

6134	27.06	Elmerinda Narducci	Health Insurance
6135	42.42	Nat Alexander	Supplies - Operating
6135	9.97	Nat Alexander	Supplies - Office
6136	71.29	National Paving	Supplies - Operating
6137	76.52	Nextel/Sprint	Telephone - Operating
6139	21.41	Office Basics	Supplies - Office
6139	176.00	Office Basics	Supplies - Operating
6140	89.93	One Call Concepts	R/M - System
6141	34.50	Parker McCay	Legal Fees
6142	410.80	Pennoni Associates	Engineer Fees
6144	205.46	Pine Hill Hardware	Supplies - Operating
6146	90.00	Quality Landscaping	R/M - Office
6146	205.00	Quality Landscaping	R/M - Building
6146	1,110.00	Quality Landscaping	Supplies - Operating
6147	343.92	Quest Diagnostics	Miscellaneous - Operating
6149	62.68	Sam's Club	Supplies - Office
6149	22.68	Sam's Club	Supplies - Operating
6150	28.18	South Jersey Gas	Utilities - Operating
6152	294.14	United Electric Supply	Supplies - Operating
6153	173.62	Verizon	R/M - System
6154	50.00	James Wakeley	Supplies - Operating
6156	23.49	Xerox	Supplies - Office
6157	559.31	Xtel Communications	Telephone - Office
6157	11.41	Xtel Communications	Telephone - Operating

Resolution #15-117

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 Operating Fund.

6142	943.75	Pennoni Associates	Greenwood Av P/S Engineering
6142	355.00	Pennoni Associates	CCMUA/Madison Av P/S Engin

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

On voice vote, motion carried unanimously. Meeting adjourned at 7:50 PM.

Respectfully submitted,

Debra Corson  
Recording Secretary