

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, October 19, 2016 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. Green, Mr. Garvey, Mr. Knott, Mr. Odenath

Absent: Mrs. Burke

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

Mr. Knott made a motion to excuse Mrs. Burke, as she is sick, seconded by Mr. Garvey. On voice vote, motion carried.

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

Minutes:

The Minutes of the September were tabled, as they were not completed.

Correspondence:

1. From The Costantino Family re: Thank you
2. From Pennoni re: PRM Back-up Well Design & Construction
3. From Pennoni re: Emergency Trunk Line Repair
4. To Eric Quinn re: Domestic Water Availability
5. From MEL/JIF re: Invitation

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. Greenwood Avenue Pump Station (PHMU 0908)
  - a. Awarded to Centerpoint Associates.
  - b. Held NJEIT preconstruction meeting.
  - c. Schedule: Notice to Proceed effective July 21; Contract end date is January 17, 2017; Closeout: January-March.
  - d. Force main work by MUA staff is complete; stream crossing remains; coordinating with Pine Valley.
  - e. NJEIT FY2016 funding.
  - f. Revised estimated project cost: \$914,000.**
  - g. Pennoni prepared legal description for ROW to be acquired.
2. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
  - a. NJDEP issued Authorization to Advertise.
  - b. Schedule: Advertised September 28, 2016; Bid Opening November 2, 2016; submit to NJDEP for Authorization to Award.
  - c. TWA issued July 22, 2015.
  - d. NJEIT FY2016 funding.
  - e. Revised estimated project cost: \$606,000.**
3. Well 6 & 7 Discussions
  - a. NJDEP inspection.
  - b. Abandon Wells.
  - c. Must construct new well to maintain Firm Capacity.
  - d. Pennoni proposal to abandon wells.
4. Mt. Clement Well Issues
  - a. Schultes to visit site (check valves).
5. Water Allocation Permit
  - a. Permit expires September 30, 2017.

- b. Pennoni proposal for renewal permit application.
- 6. Branch Avenue Fire Flow
  - a. Mansions fire.
  - b. Pennoni proposal for Third Avenue loop.
  - c. Meet with Deputy Fire Chief to investigate Clearview loop.
  - d. Pennoni proposal for Fire Flow investigation.
- 7. Erial Road Reconstruction
  - a. County reconstruction project.
  - b. Approximately sixty (60) water service replacements.
  - c. P.O. issued to Echologics (\$37,303) for water main assessment; field work complete.
- 8. Map Updates
  - a. Pennoni delivered map set updates.
  - b. Pennoni to provide new overall display maps.
  - c. Update maps for recent improvements.

## II. Other Projects

- 1. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
  - a. Amboy Bank looking to construct 90 Townhomes: Sewer improvements required.
  - b. Amboy Bank recapture agreement negotiations.
  - c. Minor plan changes approved by Planning Board.
- 2. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612)
  - a. Pennoni issued bond release recommendation (release not recommended).
- 3. The Greens at Pine Hill (Pine Hill Gardens) (PHMU 1306)
  - a. Inspection escrow has been posted; performance bond waived.
  - b. On-site kick-off meeting held on September 20.
  - c. Awaiting meeting minutes and construction schedule from SGC Engineering.
- 4. Annual Water Bond Trustee Report
  - a. Pennoni issued annual report.
- 5. Long Term Capital Projects
  - a. Lining projects.
  - b. Valve replacements.
  - c. Fire hydrant replacements.
  - d. Eliminate Dead-end loops; consider PVC.
  - e. Meter replacements: investigate programs for funding.
- 6. Identify Funding Sources
  - a. NJEITF (Loans) now accepting rolling applications.
- 7. Tank Antenna
  - a. ATT: New installation at Mt Clement (hold).
  - b. ATT: Turnerville.
  - c. Cellco/Verizon: New Installation at Mt. Clement (hold).
  - d. Cellco/Verizon: Turnerville.
  - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement; new work.
  - f. T-Mobile/MetroPCS: Turnerville.
  - g. Sprint: Mt. Clement.
- 8. Maintenance Bonds
  - a. Mt. Clement Tank Rehabilitation expires January 2, 2017.
  - b. Atlantic Avenue Pump Station expires February 28, 2017.
- 9. Third Fairway (Trump Philadelphia)
  - a. One-year TWA permit extension request.
  - b. Pennoni provided sample letter for NJDEP submission.

Mr. Lisse 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. 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 the Board had a letter concerning Amboy Bank and if the Authority doesn't hear anything by the 19<sup>th</sup> of November; it would be up to the Board to decide if we wanted to take action. Amboy Bank owes the Authority \$231,539.55 toward the construction of Atlantic Avenue P/S. Mr. Hassett stated that if we don't hear anything by November 19<sup>th</sup>; he will send a letter to Amboy and the Construction Office that no construction permits are to be issued. Mr. Hassett stated that the next meeting is on Tuesday, November 22, 2016 at 7:30 PM, due to the League of Municipalities. Mr. Hassett stated that the new owner of Elevations, Mr. Paul Columbo, called stating the Steak House had moved out and the store is empty. He requested a reduction in units. The Board decided to reduce the number of units from 2 to 1 unit. Mr. Hassett pointed out the new maps on the wall, these are preliminary maps and the Maintenance Men need to review the maps before the permanent maps are made. Mr. Hassett stated that the Water Committee met to review the water projects that need to be completed. We will need to go out for NJEIT financing for the projects, which include the water lines on Erial Road, extending the Third Avenue water main to Branch Avenue, capping wells 6 & 7 and drilling a new well for the necessary firm capacity. The Board discussed the Erial Road project and the time line for the work to be completed. Mr. Hartman made a motion to accept the Executive Director's Report, seconded by Mr. Garvey. On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

Resolution #16-101

RESOLUTION

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY  
AUTHORIZING THE EXPENDITURE OF FUNDS WITHOUT COMPETITIVE  
BIDDING IN ACCORDANCE WITH N.J.S.A. 40A:11-6 TO PERMIT EMERGENCY REPAIR  
SERVICES

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") maintains and operates a 12-inch trunk line located on Turnerville Road in the vicinity of Estates Drive; and

WHEREAS, said 12-inch trunk line was in need of certain emergency repair, due to a blockage likely caused by a break in the pipe within a portion of the line; and

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

WHEREAS, the Hugh J. Dougherty, PE, CME, Authority Engineer, has issued correspondence dated September 29, 2016 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 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. Authority's staff is directed to process any Purchase Orders, Vouchers, or other appropriate documentation to effectuate the expenditure authorized herein.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #16-102

RESOLUTION OF 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 2017 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 \$1,625,000 ("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 \$1,625,000.

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 19th day of October, 2016.

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #16-103

Water

**BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES**

**AUTHORITY** that the following accounts be adjusted for billing:

1227000-0	\$ 27.90	18 W Branch Ave	Leak Adjusted To Avg
2310000-0	\$ 34.10	32 Lakeview Ave	Meter Leak Adjustment
3378000-0	\$ 12.40	142 Country Club Rd	Meter Leak Adjustment
2191000-0	\$229.40	112 Walnut Lane	Meter Leak Adjustment
2279000-0	\$ 21.70	16 E 3 <sup>rd</sup> Ave	Meter Leak Adjustment
908000-0	\$ 24.80	1503 Pine St	Meter Leak Adjustment

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

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #16-104

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.

MC6642	728.4	BMEU Clerk, Deptford USPS	Supplies - Office
MC6643	734.60	NJ State PWT	State Water Tax
6644	8,206.24	Atlantic City Electric	Utilities - Operating
6645	83.70	ACME Uniforms	Supplies - Operating
6645	14.75	ACME Uniforms	Supplies - Office
6646	745.00	Allied Meter Service	R/M - System
6647	56.33	Alpha Message Center	R/M - Office
6648	12,692.55	AmeriHealth Insurance	Health Insurance
6649	20.00	Authenticom Services	Supplies - Office
6650	154.50	CASA Payroll Services	Supplies - Office
6651	150.00	C&C Computer Designs	Supplies - Office
6655	237.07	CITGO Fleet Inc.	Automotive Expenses
6656	145.90	Comcast Inc.	Supplies - Office
6657	160.00	Coverall of Philadelphia Inc.	Supplies - Office
6659	107.50	Dept PO BMEU Clerk, USPS	Supplies - Office
6660	3,412.00	Edmunds & Assoc. Inc.	Supplies - Office
6661	102.50	Eurofins QC, Inc.	Laboratory Testing
6661	192.50	Eurofins QC, Inc.	Laboratory Testing
6662	25.00	Flexfacts	Supplies - Office
6664	36.15	Thomas Hassett-Admin	Training/Educ. Admin
6665	100.00	Thomas Hassett	Miscellaneous - Office

6666	6.74	Home Depot Inc.	Supplies - Office
6667	336.76	Horizon BC/BS	Health Insurance
6668	165.00	NJ League of Municipalities	Training/Educ.
6668	165.00	NJ League of Municipalities	Training/Educ.- Operating
6669	29.00	Lethal Pest Solutions	R/M - Office
6670	15.33	Mechanics Auto Parts Inc.	Automotive Expenses
6670	61.48	Mechanics Auto Parts Inc.	Automotive Expenses
6671	639.86	Miracle Chemical Co. Inc.	Chemicals
6671	618.17	Miracle Chemical Co. Inc.	Chemicals
6672	74.38	Nextel/Sprint Inc.	Telephone - Operating
6673	19,737.09	NJ American Water Inc.	Water Agreements
6674	204.75	NJ MVC	Automotive Expense
6674	105.00	NJ MVC	Automotive Expense
6675	64.59	Norris Sales Company Inc.	Supplies - Operating
6676	149.69	Office Basics Inc.	Supplies - Office
6676	30.57	Office Basics Inc.	Supplies - Operating
6677	41.88	One Call Concepts Inc.	R/M - System
6678	2,342.50	Pennoni Associates Inc.	Engineer Fees
6678	1,228.50	Pennoni Associates Inc.	Engineer Fees
6678	270.00	Pennoni Associates Inc.	Engineer Fees
6679	134.00	Pine Hill Printing Inc.	Supplies - Office
6680	71.57	Pine Hill Hardware Inc.	Supplies - Operating
6683	9.11	Sam's Club	Supplies - Operating
6683	9.26	Sam's Club	Supplies - Office
6685	68.50	George Smith	Health Insurance
6686	60.00	SNJ Chapter NIGP	Training/Education - Admin
6687	900.00	Summit Benefit Consultant	Supplies - Office
6688	117.50	John Toal	Supplies - Operating
6689	96.18	Verizon Inc.	R/M - System
6690	22.50	Deborah Warrington	Supplies - Office
6691	28.61	Xerox Corp	Supplies - Office

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

Roll Call:

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

Nays: None

Abstain: Mr. Hartman

Resolution #16-105

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.

MC6642	728.40	BMEU Clerk, Deptford USPS	Supplies - Office
6644	3,866.99	Atlantic City Electric	Utilities - Operating
6644	329.21	Atlantic City Electric	Utilities - Office
6645	83.70	ACME Uniforms	Supplies - Operating
6645	14.75	ACME Uniforms	Supplies - Office
6647	56.32	Alpha Message Center Inc.	R/M - Office
6648	8,461.69	AmeriHealth Insurance Co.,	Health Insurance
6649	20.00	Authenticom Services LLC	Supplies - Office
6650	154.49	CASA Payroll Service LLC	Supplies - Office
6651	150.00	C&C Computer Design LLC	Supplies - Office
6652	176.69	Camden County MUA	Supplies - Operating
6653	250.00	Camden County Public Works	R/M - System
6654	1,125.00	CC Soil Conservation District	Supplies - Operating
6655	237.07	CITGO Fleet Inc.	Automotive Expense

6658	566.44	Deltronics Corporation	R/M - System
6659	107.50	BMEU Clerk, Deptford USPS	Supplies - Office
6660	3,412.00	Edmunds & Associates Inc.	Supplies - Office
6662	25.00	Flexfacts	Supplies - Office
6663	25.00	Patricia Garvey	Health Insurance
6664	36.15	Thomas Hassett - Admin	Training/Education Admin
6666	6.74	Home Depot Inc	Supplies - Office
6667	224.51	Horizon BlueCross/BlueShield	Health Insurance
6668	275.00	NJ League of Municipalities	Training/Education Admin
6668	55.00	NJ League of Municipalities	Training/Education Operat
6670	15.32	Mechanics Auto Parts Inc.	Automotive Expense
6670	61.47	Mechanics Auto Parts Inc.	Automotive Expense
6672	74.38	Nextel/Sprint Inc.	Telephone - Operating
6674	204.75	NJ Motor Vehicle	Automotive Expense
6674	105.00	NJ Motor Vehicle	Automotive Expense
6675	96.89	Norris Sales Company Inc.	Supplies - Operating
6676	149.68	Office Basics, Inc.	Supplies - Office
6676	30.57	Office Basics, Inc.	Supplies - Operating
6677	41.87	One Call Concepts	R/M - System
6678	1,228.50	Pennoni Associates Inc.	Engineer Fees
6679	134.00	Pine Hill Printing Inc.	Supplies - Office
6680	71.57	Pine Hill Hardware Inc.	Supplies - Operating
6681	27.00	ProGas Inc.	Chemicals
6682	2,445.00	Root 24 Hrs Inc.	R/M - System
6683	9.11	Sam's Club	Supplies - Operating
6683	9.25	Sam's Club	Supplies - Office
6684	18.36	SJ Gas Company	Utilities - Operating
6685	46.00	George Smith	Health Insurance
6686	60.00	SNJ Chapter NIGP	Training/Education Admin
6687	900.00	Summit Benefit Consultant	Supplies - Office
6688	117.5	John Toal	Supplies - Operating
6689	178.07	Verizon Inc.	R/M - System
6690	22.50	Deborah Warrington	Supplies - Office
6691	28.61	Xerox Corp	Supplies - Office

Resolution #16-106

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.

6678 8,732.46 Pennoni Associates Inc. Greenwood Ave P/S Engineer

Mr. Knott 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. Green, Mr. Knott

Nays: None

Abstain: Mr. Hartman, Mr. Garvey

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

On voice vote, motion carried unanimously. Meeting adjourned at 8:00 PM.

Respectfully submitted,

Debra Corson

Recording Secretary