

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, December 21, 2016 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. Green, Mr. Garvey, Mr. Knott, Mr. Odenath, Mrs. Burke

Absent: None

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

Mr. Buscher presented Tom Hassett with a plaque and watch for his 22 years of dedicated service to the Authority.

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

Minutes:

The Minutes of the November meeting were not complete.

Correspondence:

1. From Howard Long re: Madison Avenue Pump Station
2. From Pennoni re: Greenwood Avenue P/S Centerpoint Payment#4
3. From Dave Patterson re: Amboy Bank
4. From NJDEP re: Authorization to Award

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. Awarded to Centerpoint Associates; NJEIT FY2016 funding.
  - b. Schedule: Notice to Proceed effective July 21; Contract end date is January 17, 2017; Closeout: January-March.
  - c. Force main work is complete.
  - d. Revised estimated project cost: \$914,000.
  - e. 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: Opened bids November 2, 2016 and submitted to NJDEP; awaiting Authorization to Award.
  - c. TWA issued July 22, 2015.
  - d. NJEIT FY2016 funding.
  - e. Revised estimated project cost: \$520,500.
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 to provide new overall display maps.
- 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.
  - d. Pennoni October 20 letter to SGC defining Authority Engineer role.
4. Annual Water Bond Trustee Report
- a. Pennoni to begin preparing 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. Dougherty reviewed his report with the Board. Mr. Dougherty reviewed with the Board the repairs that were made at Estates and Turnerville Road. The Board discussed the repair and withholding funds from the payment to AP Construction.

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

On voice vote, motion carried.

Resolution #16-115

Mr. Hartman made a motion that the Authority hold \$10,000.00 from the payment to AP Construction for the necessary repairs that need to be completed at Estates and Turnerville Road, seconded by Mr. Knott.

Roll Call:

Roll Call:

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

Nays: None  
Abstain: None

Solicitor's Report:

Mr. Long reviewed his correspondence recommending the award of the Madison Avenue Pump Station Improvements to Level 1 Construction.

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

New Business:

None

Old Business:

None

Resolutions:

Resolution #16-116

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") advertised for public bids for Contract PHMU 0910 – Madison Avenue Pump Station Improvements and Force Main Connection to CCMUA Interceptor; and

WHEREAS, on Wednesday, November 2, 2016, the PHMUA received three (3) bids for PHMU 0910 – Madison Avenue Pump Station Improvements and Force Main Connection to CCMUA Interceptor as follows:

	<u>Vendor</u>	<u>Total Base Price</u>
1.	Level 1 Construction, Inc.	\$431,000.00
2.	Mount Construction	\$463,900.00
3.	Sub-Level Installations, Inc.	\$942,200.00; and

WHEREAS, the Authority's Solicitor issued a written opinion dated December 9, 2016, which is attached and made a part hereof recommending that the bid submitted by the apparent low bidder, Level 1 Construction, Inc. ("Level 1") complied with the material aspects of the Bid Specifications for PHMU 0910 – Greenwood Avenue Pump Station Replacement; and

WHEREAS, the Authority's Executive Director and Consulting Engineer, Pennoni Associates, Inc., concur with said recommendation awarding Contract PHMU 0910 – Madison Avenue Pump Station Improvements and Force Main Connection to CCMUA Interceptor to Level 1; and

NOW, THEREFORE BE IT RESOLVED by the Pine Hill Borough Municipal Utilities Authority, a body corporate and politic as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The bid and contract is hereby awarded to Level 1 for PHMU 0910 – PHMU 0910 – Madison Avenue Pump Station Improvements and Force Main Connection to CCMUA Interceptor in the amount of \$431,000.00; and
3. Any deviations contained within Level 1's bid for PHMU 0910 – Madison Avenue Pump Station Improvements and Force Main Connection to CCMUA Interceptor are deemed minor in nature and are hereby waived by the Authority.
4. The Authority's Executive Director, or his assignee, is hereby authorized and directed to execute the Contract and any and all other documents necessary to effectuate the award of this bid.

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 #16-117

WHEREAS, New Jersey Statutes provide for the appointment of employees as are deemed necessary to the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Municipal Utilities Authority that Patricia Garvey be and is hereby appointed the Recording Secretary of the Authority for a term commencing January 1, 201 through Reorganization 2017 or until such time as a successor is named.

Mr. Knott made a motion to accept the resolution, seconded by Mr. Hartman. On voice vote, motion carried.

Resolution #16-118  
Sewer

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

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

1445000	\$50.00	1200 Turnerville Road	Decrease in Head Count O.H.S.
2295000	\$50.00	70 E 3 <sup>rd</sup> Avenue	Decrease in Head Count Bean School

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 #16-119  
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.

6751	1287.41	AAMCO Transmissions	Automotive Expense
6752	5252.39	Atlantic City Electric	Utilities - Operating
6753	104.63	Acme Uniforms	Supplies - Operating
6753	18.50	Acme Uniforms	Supplies - Office
6754	819.25	Allied Meter Service Inc.	Repair/Maintenance - System
6755	51.27	Alpha Message Center Inc.	Repair/Maintenance - Office
6756	12,692.55	AmeriHealth	Health Insurance
6757	562.50	Atlantic Switch & Generator	Repair/Maintenance - System
6758	20.00	Authenticom Services, LLC	Supplies - Office
6760	123.15	Casa Payroll Services	Supplies - Office
6761	2,100.00	C&C Computer Designs	Supplies - Office
6763	224.54	Citgo Fleet Inc	Automotive Expense
6765	135.20	Comcast Inc.	Supplies - Office
6766	160.00	Coverall of Philadelphia Inc	Supplies - Office
6767	2,178.00	Eurofins	Laboratory Testing
6768	36.15	T. Hassett-Administrative	Training/Education Admin
6768	28.51	T. Hassett-Administrative	Miscellaneous - Office
6769	100.00	T. Hassett	Miscellaneous - Office
6769	229.87	T. Hassett	Health Insurance
6770	1,255.89	H D Supply Waterworks Inc.	Meters/Connections
6771	100.00	Heart of Gold	Miscellaneous - Office
6772	336.77	Horizon BC/BS	Health Insurance
6773	60.00	Matthew Hufner	Health Insurance
6774	16.00	Intercounty Newspaper	Supplies - Office
6775	518.25	Kennedy Marketing Co. Inc.	Repair/Maintenance - System
6777	419.50	Long Esq Wade, Long, Wood	Legal Fees
6778	29.00	Lethal Pest Solutions	Repair/Maintenance - Office
6779	824.22	Miracle Chemical Co Inc	Chemicals
6780	74.35	Nextel/Sprint Inc.	Telephone- Operating
6781	19,738.14	New Jersey American Water	Water Agreements
6782	10,280.89	NJ Utilities Authority JIF	Insurance
6783	114.26	Office Basics, Inc.	Supplies - Office
6784	35.00	One Call Concepts Inc.	Repair/Maintenance - System

6786	34.00	Paul's Trophies Inc.	Miscellaneous - Office
6787	5,931.75	Pennoni Associates Inc.	Engineer Fees
6788	178.00	Pine Hill Hardware Inc.	Supplies - Operating
6790	11.26	Julie Reehle	T/E Administrative
6791	3,180.00	RioSupply Inc.	Meter/Connections
6793	31.95	Sams Club	Supplies - Office
6793	41.64	Sams Club	Supplies - Operating
6794	192.50	Pine Hill Shop N Bag	Miscellaneous - Office
6795	17.59	South Jersey Gas Co	Utilities - Office
6796	80.00	SNJ Chapter NIGP	T/E Administrative
6798	17.87	United Electric Supply	Supplies - Office
6799	110.78	Verizon Wireless	Repair/Maintenance - System
6800	23.50	Xerox Corp	Supplies - Office
6801	358.77	Xtel Communications Inc	Telephone - Office
6801	178.39	Xtel Communications Inc	Telephone - Operating

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. Green, Mr. Garvey, Mr. Knott

Nays: None

Abstain: Mr. Hartman

Resolution #16-  
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.

6751	1,287.40	AAMCO Transmissions	Automotive Expense
6752	3,520.22	Atlantic City Electric	Utilities - Operating
6752	227.65	Atlantic City Electric	Utilities - Office
6753	104.62	Acme Uniforms	Supplies - Operating
6753	18.50	Acme Uniforms	Supplies - Office
6755	51.27	Alpha Message Center Inc	Repair/Maintenance - Office
6756	8,461.69	AmeriHealth	Health Insurance
6757	937.50	Atlantic Switch & Generator	Repair/Maintenance -System
6758	20.00	Authenticom Services	Supplies- Office
6759	1,695.00	Bank of New York Mellon	Trustee
6760	123.15	Casa Payroll Services	Supplies- Office
6763	224.54	Citgo Fleet Inc.	Automotive Expense
6764	17,820.00	Clementon Sewerage Utility	Transmittal Agreements
6768	36.15	T. Hassett-Administrative	T/E Administrative
6768	28.51	T. Hassett-Administrative	Miscellaneous - Office
6769	153.25	T. Hassett	Health Insurance
6771	100.00	Heart of Gold	Miscellaneous - Office
6772	224.50	Horizon BC/BS	Health Insurance
6774	16.00	Intercounty Newspaper	Supplies- Office
6776	11,317.00	Lindenwold Sewerage Utility	Transmittal Agreements
6777	527.50	Long Esq Wade, Long, Wood	Legal Fees
6780	74.35	Nextel/Sprint	Telephone - Operating
6782	10,280.88	NJ Utilities Authority JIF	Insurance
6783	114.25	Office Basics Inc	Supplies - Office
6784	35.00	One Call Concepts Inc	Repair/Maintenance - System
6785	282.00	Parker McCay	Legal Fees
6786	34.00	Pauls Trophies	Miscellaneous - Office
6787	1,459.50	Pennoni Associates Inc	Engineer Fees
6788	177.99	Pine Hill Hardware Inc	Supplies- Operating
6789	27.00	Progas Inc.	Chemicals

6790	11.25	Julie Reehle	T/E Administrative
6792	699.00	Rowan College of Gloucester	T/E Operating
6793	31.95	Sams Club	Supplies - Office
6793	41.64	Sams Club	Supplies - Operating
6794	192.50	Shop N Bag	Miscellaneous - Office
6795	31.10	South Jersey Gas Co	Utilities - Operating
6796	80.00	South Jersey NIGP	T/E - Administrative
6797	70.00	State Treasurer, New Jersey St	T/E - Operating
6798	17.87	United Electric Supply	Supplies - Office
6799	177.76	Verizon Wireless	Repair/Maintenance - System
6800	23.49	Xerox Corp	Supplies- Office

Resolution #16-  
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.

6762	157,830.75	Centerpoint Associates Inc.	Greenwood Ave P/S Eng
6787	3,887.25	Pennonni Associates	Greenwood Ave P/S Eng
6787	493.00	Pennonni Associates	CCMUA/Madison Ave P/S Eng

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

Roll Call:

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

Nays: None

Abstain: Mr. Hartman

Resolution #16-

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA” and/or “Authority”) entered into a Project Development Agreement (“Agreement”) with Amboy Bank; and

WHEREAS, a dispute has arisen regarding the terms and conditions related to the Agreement on when costs are to be reimbursed to the Authority; and

WHEREAS, the terms of the Agreement provide that in the event the parties are unable to resolve any dispute which may arise, the matter be submitted to formal mediation; and

WHEREAS, the Authority and Amboy have attempted to resolve the dispute without the need for formal mediation, however such efforts have not been successful; and

WHEREAS, following meetings between the parties, David C. Patterson, Esq., as Special Counsel, has opined that formal mediation is necessary; and

WHEREAS, the Chairman and Board Members of the PHMUA concur with the recommendation of Special Counsel; 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 Executive Director and/or her designee is authorized to take any and all necessary steps to engage in formal mediation with Amboy Bank pursuant to the terms and conditions of the Project Development Agreement.

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

Roll Call:

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

Nays: None

Abstain: Mr. Green

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

On voice vote, motion carried unanimously. Meeting adjourned at 7:25 PM.

Respectfully submitted,

Debra Corson  
Recording Secretary