

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, August 17, 2016 at 7:30 PM at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

Mr. Hartman 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. Hartman, Mr. Green, Mr. Garvey, Mr. Knott, Mr. Odenath, Mrs. Burke

Absent: Mr. Buscher

Also in attendance Mr. Hassett, Executive Director, Mr. Chris Long, Solicitor and Mr. Dougherty, Engineer.

Mr. Knott 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.

Mr. Knott made a motion to excuse Mr. Buscher, as he is on vacation, seconded by Mr. Garvey. On voice vote, motion carried.

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

Minutes:

The Minutes of the July meeting.

Mr. Garvey made a motion to approve the minutes of the July meeting, seconded by Mr. Odenath. On voice vote, motion carried.

Correspondence:

1. From Robert Washburn Esquire re: AB Woodcrest Fields
2. To Mayor Weaver and Council re: Sewer Agreement
3. From Pennoni re: Notice to Proceed
4. From Pennoni re: Greenwood Avenue Pump Station
5. From Pennoni re: Change Order
6. From Pennoni re: Centerpoint Payment
7. From Centerpoint re: Preliminary Schedule

The Board reviewed the correspondence.

Mr. Garvey made a motion to accept the correspondence, seconded by Mr. Odenath. 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, except stream crossing; received NJDEP permit; 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: ready to Advertise at MUA's discretion; submit to NJDEP for Authorization to Award.
 - c. TWA issued July 22, 2015.
 - d. NJEIT FY2016 funding.
 - e. Awaiting MUA direction.
 - f. 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.
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.
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 and work has begun.
8. Map Updates
 - a. Pennoni to deliver updates in September.
 - b. 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 to go before 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. NJ Housing Authority approval has been received.
 - b. Developer's Engineer coordinating with Level-1 for construction start.
 - c. Inspection escrow required, performance bond waived.
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. Dougherty reviewed his report with the Board.

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

On voice vote, motion carried.

Executive Director's Report:

Mr. Hassett asked the Board to go into closed session to discuss his exit at the end of the year.

Mr. Knott made a motion to accept the Executive Director's Report, seconded by Mr. Garvey.

On voice vote, motion carried.

Board Member's Report:

New Business:

None

Old Business:

None

Resolutions:

Resolution #16-84

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has awarded the Greenwood Avenue Pump Station Replacement Project to Centerpoint, who has started the project; and

WHEREAS, it will be necessary to appropriate funds from the Sewer General Fund in order pay Centerpoint for the work.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$17,500.00 from the Sewer General Fund, which is required, 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. Garvey made a motion to accept the resolution, seconded by Mr. Knott.

Roll Call:

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

Nays: None

Abstain: None

Resolution #16-85

Water

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY that the following accounts be adjusted for billing:

2435000-0	\$ 1,255.00	159 Erial Rd	Permit Relinquished (Borough)
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Mr. Garvey made a motion to accept the billing adjustments, seconded by Mr. Knott.

Roll Call:

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

Nays: None

Abstain: None

Resolution #16-86

Sewer

BE IT RESOLVED, BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES

AUTHORITY that the following accounts be adjusted for billing:

2435000-0	\$ 4,072.23	159 Erial Rd	Permit Relinquished (Borough)
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1385000-0	\$ 4,275.01	1005 Pine St	Permit Relinquished (Borough)
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976000-0	\$ 7.50	1405 Bromley Estates	Senior Discount Applied
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2353000-0	\$ 7.50	55 E 3 rd Ave	Senior Discount Applied
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2230000-0	\$ 7.50	15 W 2 nd Ave	Senior Discount Applied
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Mr. Knott made a motion to accept the billing adjustments, seconded by Mr. Green.

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #16-87

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 6550	12,692.55	N/B	AmeriHealth Insurance	Health Insurance
6551	375.00		A C Schultes	Supplies - Operating
6591	8,173.50		Atlantic City Electric	Utilities - Operating
6553	83.70		Acme Uniforms	Supplies - Operating
6553	18.50		Acme Uniforms	Supplies - Office
6554	85.04	N/B	All Industrial Safety	Supplies - Operating
6555	48.36		Alpha Message Center	R/M - Office
6556	12,692.55	N/B	AmeriHealth Insurance	Health Insurance
6557	89.25		American Water Works	T/E - Operating
6559	144.81		Casa Payroll Service	Supplies - Office
6562	253.44	N/B	CITGO Fleet	Automotive Expense
6563	145.90		Comcast	Supplies - Office
6564	117.60		Courier Post	Supplies - Office
6565	160.00	N/B	Coverall of Philadelphia	Supplies - Office
6566	25.32		Debbie Corson (Petty Cash)	Supplies - Office
6567	67.50		Joseph Donohue	Supplies - Operating
6567	61.20		Joseph Donohue	Health Insurance
6568	385.00		Eurofins QC Labs	Laboratory Testing
6569	60.00	N/B	Flowers and Gifts	Miscellaneous - Office
6570	105.50		Groff Tractor NJ	Automotive Expense
6571	42.00	N/B	Thomas Hassett	Health Insurance
6571	100.00	N/B	Thomas Hassett	Miscellaneous - Office
6572	336.77	N/B	Horizon BC/BS	Health Insurance
6573	30.24		John Toal (Petty Cash)	Supplies - Operating
6574	45.00		Kennedy Marketing	Supplies - Operating
6575	12.50		NJ League of Municipalities	Supplies - Office
6576	29.00	N/B	Lethal Pest Solutions	R/M - Office
6577	33.61	N/B	Mechanic's Auto Parts	Automotive Expense
6578	1,522.64		Miracle Chemical	Chemicals
6579	18.10		Elmerinda Narducci	Health Insurance
6580	73.34		Nextel/Sprint	Telephone - Operating
6581	19,945.47		New Jersey American Water	Water Agreements
6582	578.30		Office Basics	Supplies - Office
6582	126.32	N/B	Office Basics	Supplies - Office
6583	46.88	N/B	One Call Concepts	R/M - System
6584	1,954.00		Pennoni Associates	Engineer Fees
6585	45.00		Pine Hill Printing	Supplies - Office
6586	124.03		Pine Hill Hardware	Supplies - Operating
6588	95.29		Verizon	R/M - System
6589	70.35		Xerox Corp	Supplies - Office
6590	497.17		Xtel Communications	Telephone - Office
6590	43.23		Xtel Communications	Telephone - Operating

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #16-88

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				
6550	8,461.69	N/B	AmeriHealth Insurance	Health Insurance
6552	3,417.62		Atlantic City Electric	Utilities - Operating
6552	309.76		Atlantic City Electric	Utilities - Office
6553	83.70		Acme Uniforms	Supplies - Operating
6553	18.50		Acme Uniforms	Supplies - Office
6554	42.52	N/B	All Industrial Safety Products	Supplies - Operating
6555	48.36		Alpha Message Center	R/M - Office
6556	8,461.69	N/B	AmeriHealth Insurance	Health Insurance
6557	89.25		American Water Works	T/E - Operating
6558	345.00		Bridgestate Foundry	Supplies - Operating
6559	144.80		Casa Payroll Service	Supplies - Office
6560	88.00		Camden County MUA	Supplies - Office
6560	88.00		Camden County MUA	Supplies - Operating
6562	253.44	N/B	CITGO Fleet	Automotive Expense
6564	117.60		Courier Post	Supplies - Office
6566	25.31		Debbie Corson (Petty Cash)	Supplies - Office
6567	67.50		Joseph Donohue	Supplies - Operating
6567	40.79		Joseph Donohue	Health Insurance
6569	60.00	N/B	Flowers and Gifts	Miscellaneous - Office
6570	105.50		Groff Tractor NJ	Automotive Expense
6571	28.00	N/B	Thomas Hassett	Health Insurance
6572	224.50	N/B	Horizon BC/BS	Health Insurance
6573	30.24		John Toal (Petty Cash)	Supplies - Operating
6575	12.50		NJ League of Municipalities	Supplies - Office
6577	33.61	N/B	Mechanic's Auto Parts	Automotive Expense
6579	12.06		Elmerinda Narducci	Health Insurance
6580	73.33		Nextel/Sprint	Telephone - Operating
6582	578.28		Office Basics	Supplies - Office
6582	126.32	N/B	Office Basics	Supplies - Office
6583	46.87	N/B	One Call Concepts	R/M - System
6584	270.00		Pennoni Associates	Engineer Fees
6585	45.00		Pine Hill Printing	Supplies - Office
6586	124.03		Pine Hill Hardware	Supplies - Operating
6587	27.00		ProGas	Chemicals
6588	178.46		Verizon	R/M - System
6589	70.33		Xerox Corp	Supplies - Office

Resolution #16-89

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.

6561	17,150.00	Centerpoint Associates	Greenwood P/S-Construction
6584	2,204.00	Pennoni Associates	Greenwood P/S Engineering

Mr. Garvey 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. Hartman, Mr. Green, Mr. Garvey, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

Board Members:

Mayor Green stated that the Borough holds fireworks on New Year's Eve and this coming year they would like put 2 inflatables in the gym. He stated that the cost is about \$1,000.00; he asked if the Authority would like to pick up the tab as a PR thing. The Board discussed the request and

any liability concerns. The Board would consider making a contribution to the event. Mr. Hassett will contact Mayor Green.

Resolution #16-90

AUTHORIZING THE PINE HILL BOROUGH MUNICIPAL UTILILTIES AUTHORITY TO GO INTO CLOSED SESSION

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHBMUA”) is subject to the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq. (“Act”) which requires that its meetings be open to the general public; and

WHEREAS, Section 10:4-12 of the Act permits the Authority to go into closed session, which is not open to the general public, for certain limited purposes enumerated in that Section; and

WHEREAS, the Authority hereby desires to adopt this Resolution to go into closed session at this time in order to: [*Check all that apply*]

_____ Discuss matters deemed confidential by express provision of Federal or State Law or Rule of Court;

_____ Discuss matters in which release of the information would impair a right to receive funds from the United States Government;

_____ Discuss matters the disclosure of which constitutes an unwarranted invasion of individual privacy, including but not limited to, information relative to an individual’s personal or family circumstances and any material relating to medical, rehabilitation, custodial, or child protection issues;

_____ Discuss Collective Bargaining Agreements;

_____ Discuss any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if disclosed;

_____ Discuss any tactics and techniques utilized in protecting the safety and property of the public if disclosure would impair such protection and/or any investigations or violations or possible violations of the law;

_____ Discuss any pending or anticipated litigation or contract negotiation (other than collective bargaining) in which the Authority is or may become a party and/or any matters falling within the attorney-client privilege; and/or

 X Discuss any matter involving the appointment, termination, terms and conditions of employment, evaluation of performance of, any specific prospective or current public officer or employee of the Authority;

Related to: [*Must Fill in Specifics*] _____;

WHEREAS, the Authority believes that the matters discussed in closed session will be disclosed to the general public if an when the Board of Commissioners of the Authority will need to adopt a further resolution taking action on such matters as may be required under the County Improvement Authority Act, N.J.S.A. 40:37A-1 et seq.;

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby resolves to go into closed session for the reasons articulated above immediately after passage of this Resolution. This Resolution shall be kept on file for public inspection in accordance with statutory provisions. Mr. Knott made a motion to go into closed session, seconded by Mr. Garvey. On voice vote, motion carried.

The Board returned to regular session.

Mr. Knott made a motion to adjourn the meeting, seconded by Mr. Garvey. On voice vote, motion carried unanimously. Meeting adjourned at 8:15PM.

Respectfully submitted,

Debra Corson
Recording Secretary