

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, December 16, 2015 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. Costantino, Mr. Garvey, Mr. Knott, Mr. Odenath

Absent: Mr. Greer

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

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

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

There was no one in the audience to address the Board.

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

Minutes:

The Minutes of the November meeting.

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

Correspondence:

1. FYI re: Get Together Invite
2. From John Greer re: Resignation
3. From NJ EIT re: Saving on 2007 Bonds
4. From Pennoni re: 2016 NJEIT Projects
5. From Dave Patterson re: Amboy Bank
6. To: Pine Hill MUA Board Members and Employees re: Direct Deposit

The Board reviewed the correspondence.

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

On voice vote, motion carried unanimously.

Resolution #15-118

Mr. Knott made a motion to accept the Resignation of Mr. John Greer, seconded by Mr. Garvey. On voice vote, motion carried.

Engineer's Report:

I. Active Projects

1. Greenwood Avenue Pump Station (PHMU 0908)
 - a. NJDEP issued Authorization to Advertise.
 - b. Schedule: Advertise 1/20/2016; Bid 2/24/2016; submit to NJDEP for Authorization to Award; Award 3/16/2016.
 - c. Force main work by MUA staff, except stream crossing (which will be part of public contract); received NJDEP permit; coordinating with Pine Valley.
 - d. TWA issued May 22, 2015.
 - e. NJEIT FY2016 funding.
 - f. **Revised estimated project cost: \$757,000.**
2. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
 - a. NJDEP issued Authorization to Advertise.
 - b. Schedule: Advertise 5/25/2016; Bid 6/29/2016; submit to NJDEP for Authorization to Award; Award 7/20/2016.
 - c. TWA issued July 22, 2015.
 - d. NJEIT FY2016 funding.
 - e. **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. 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. Amboy Bank/Foxmoor (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. "Pine Hill Partners" (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. 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:

Progress

Mr. Knott made a motion to accept the Executive Director's Report, seconded by Mr. Buscher. On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

Payment of Bills:

Resolution #15-119

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.

| | | | |
|------|-----------|-------------------------------|---------------------------|
| 6158 | 5,423.23 | Atlantic City Electric | Utilities - Operating |
| 6159 | 83.70 | Acme Uniforms | Supplies - Operating |
| 6159 | 18.50 | Acme Uniforms | Supplies - Office |
| 6160 | 50.68 | Alpha Message Center | R/M - Office |
| 6161 | 562.50 | Atlantic Switch & Generator | R/M - System |
| 6163 | 220.00 | BEP Labs | Laboratory Testing |
| 6164 | 200.88 | Mabel Borovkoff | Health Insurance |
| 6165 | 120.24 | Casa Payroll Service | Supplies - Office |
| 6166 | 1,000.00 | C & C Computer | Supplies - Office |
| 6167 | 201.80 | Citgo Fleet | Automotive Expense |
| 6169 | 143.75 | Comcast | Supplies - Office |
| 6170 | 294.00 | Contractor Service | Supplies - Operating |
| 6171 | 72.50 | Cooper University Health Care | Miscellaneous - Operating |
| 6172 | 160.00 | Coverall Of Philadelphia | Supplies - Office |
| 6173 | 77.56 | Thomas Hassett-Admin | T/E - Administrative |
| 6174 | 100.00 | Thomas Hassett | Miscellaneous - Office |
| 6175 | 32.11 | HD Supply Waterworks | Supplies - Operating |
| 6176 | 6.75 | Home Depot | R/M - Office |
| 6177 | 313.19 | Horizon BC/BS | Health Insurance |
| 6178 | 282.97 | Skip Lehmann & Associates | Supplies - Operating |
| 6180 | 29.00 | Lethal Pest Solutions | R/M - Office |
| 6181 | 682.59 | Miracle Chemical | Chemicals |
| 6182 | 68.10 | Nextel/Sprint | Telephone - Operating |
| 6183 | 19,517.93 | NJ American Water | Water Agreements |
| 6184 | 10,314.98 | NJ Utilities Authority JIF | Insurance |
| 6185 | 47.78 | One Call Concepts | R/M - System |
| 6186 | 205.71 | Pine Hill Hardware | Supplies - Operating |
| 6188 | 85.00 | Quality Landscaping | R/M - Office |
| 6188 | 360.00 | Quality Landscaping | R/M - Building |
| 6189 | 74.00 | Rio Supply | Meters/Connections |
| 6190 | 192.50 | Shop-n-Bag Pine Hill | Miscellaneous - Office |
| 6191 | 60.69 | South Jersey Gas | Utilities - Operating |
| 6192 | 144.23 | George Smith | Health Insurance |
| 6193 | 120.00 | SNJ Chapter NIGP | T/E - Administrative |
| 6194 | 40.00 | Treasurer, New Jersey State | Supplies - Operating |
| 6195 | 223.91 | Tire Corral Clementon | Automotive Expense |
| 6196 | 65.00 | Deborah Warrington | Health Insurance |
| 6197 | 23.50 | Xerox Corp | Supplies - Office |

Mr. Hartman 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 #15-120

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.

| | | | |
|------|-----------|-------------------------------|---------------------------|
| 6158 | 205.89 | Atlantic City Electric | Utilities - Office |
| 6158 | 3,233.19 | Atlantic City Electric | Utilities - Operating |
| 6159 | 83.70 | Acme Uniforms | Supplies - Operating |
| 6159 | 18.50 | Acme Uniforms | Supplies - Office |
| 6160 | 50.68 | Alpha Message Center | R/M - Office |
| 6161 | 937.50 | Atlantic Switch & Generator | R/M - System |
| 6162 | 1,695.00 | Bank of New York Mellon | Trustee |
| 6164 | 133.92 | Mabel Borovkoff | Health Insurance |
| 6165 | 120.24 | Casa Payroll Service | Supplies - Office |
| 6166 | 1,000.00 | C & C Computer | Supplies - Office |
| 6167 | 201.80 | Citgo Fleet | Automotive Expense |
| 6168 | 17,875.00 | Clementon Sewerage Utility | Transmittal Agreements |
| 6170 | 294.00 | Contractor Service | Supplies - Operating |
| 6171 | 72.50 | Cooper University Health Care | Miscellaneous - Operating |
| 6173 | 77.56 | Thomas Hassett-Admin | T/E - Administrative |
| 6176 | 6.75 | Home Depot | R/M - Office |
| 6177 | 208.78 | Horizon BC/BS | Health Insurance |
| 6179 | 10,764.00 | Lindenwold Sewer Utility | Transmittal Agreements |
| 6182 | 68.09 | Nextel/Sprint | Telephone - Operating |
| 6184 | 10,314.97 | NJ Utilities Authority JIF | Insurance |
| 6185 | 47.78 | One Call Concepts | R/M - System |
| 6186 | 205.71 | Pine Hill Hardware | Supplies - Operating |
| 6187 | 27.00 | ProGas | Chemicals |
| 6188 | 85.00 | Quality Landscaping | R/M - Office |
| 6188 | 385.00 | Quality Landscaping | R/M - Building |
| 6190 | 192.50 | Shop-n-Bag Pine Hill | Miscellaneous - Office |
| 6191 | 36.49 | South Jersey Gas | Utilities - Office |
| 6191 | 37.03 | South Jersey Gas | Utilities - Operating |
| 6192 | 96.14 | George Smith | Health Insurance |
| 6193 | 80.00 | SNJ Chapter NIGP | T/E - Administrative |
| 6194 | 160.00 | Treasurer, New Jersey State | Supplies - Operating |
| 6195 | 223.91 | Tire Corral Clementon | Automotive Expense |
| 6197 | 23.49 | Xerox Corp | Supplies - Office |
| 6198 | 559.31 | Xtel Communications | Telephone - Office |

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

Nays: None

Abstain: None

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

On voice vote, motion carried unanimously. Meeting adjourned at 7:18PM.

Respectfully submitted,

Debra Corson
Recording Secretary