

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, January 20, 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. Garvey, Mr. Knott

Absent: Mr. Costantino, Mr. Odenath

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

Mr. Knott made a motion to excuse Mr. Odenath, as he is not feeling well and Mr. Costantino, seconded by Mr. Hartman. On voice vote, motion carried.

Mr. Garvey made a motion to table opening the floor to the public until later in the meeting as Mr. Cunningham is not here, seconded by Mr. Hartman. On voice vote, motion carried.

Minutes:

The Minutes of the December meeting

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

Correspondence:

1. From Nancy Costantino re: Thank you
2. From CCMUA re: Rate Increase
3. From Debbie Corson re: Mike Cunningham, 21 Hancock Lane

The Board reviewed the correspondence.

Mr. Garvey made a motion to accept the correspondence, seconded by Mr. Costantino. On voice vote, motion carried unanimously.

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 bid the 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. 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. Knott.

On voice vote, motion carried.

Executive Director's Report:

Mr. Hassett stated the Reorganization Meeting is on February 1, 2016 at 7:00. We have 2 new appointments. Mrs. Burke will be Second Alternate, Mr. Odenath will move to First Alternate and Mr. Green will take Mr. Costantino's place. Mr. Hassett stated that the property at 8<sup>th</sup> and Erial is going to be a church and an Ice Cream Parlor will be going along side of Perks.

Mr. Knott 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 #16-01

Water

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

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

1449000-0 11.67 1054 Turnerville Road Reversed Double Bill for Final

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

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #16-02

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 6199	11,356.89	AmeriHealth Insurance Co	Health Insurance
MC 6200	757.37	BMEU Clerk, Deptford USPS	Supplies - Office
MC 6201	160.00	Coverall Of Philadelphia	Supplies - Office
6202	861.39	ABS Electric	R/M - System
6203	6,854.71	Atlantic City Electric	Utilities - Operating
6203	150.47	Atlantic City Electric	Utilities - Office
6204	104.63	Acme Uniforms	Supplies - Operating
6204	18.50	Acme Uniforms	Supplies - Office
6205	62.78	Alpha Message Center	R/M - Office
6206	12,701.45	AmeriHealth Insurance	Health Insurance
6207	20.00	Authenticom Services	Supplies - Office
6208	254.28	Barton Supply	Supplies - Operating
6209	1,460.00	BEP Labs	Laboratory Testing
6210	97.49	BHP Plumbing & Heating	R/M - Building
6211	149.50	Casa Payroll Service	Supplies - Office
6212	241.21	Citgo Fleet	Automotive Expense
6216	192.50	Eurofins QC Labs	Laboratory Testing
6217	27.50	Flowers and Gifts	Miscellaneous - Office
6219	72.05	W.W.Grainger	Supplies - Operating
6220	38.25	Thomas Hassett – Admin	T/E - Administrative
6221	92.19	Thomas Hassett	Health Insurance
6222	652.00	HD Supply Waterworks	Meter/Connections
6224	313.19	Horizon BC/BS	Health Insurance
6225	70.00	Matthew Hufner	Health Insurance
6226	16.00	InterCounty Newspaper	Supplies - Office
6227	2,076.45	Kennedy Marketing	Supplies - Operating
6229	749.73	Miracle Chemical	Chemicals
6230	22.73	Elmerinda Narducci	Health Insurance
6231	68.10	Nextel/Sprint	Telephone - Operating
6232	19,717.16	New Jersey American Water	Water Agreements
6233	406.98	NJ State PWT	State Water Tax
6234	39.20	Office Basics	Supplies - Office
6234	33.54	Office Basics	Supplies - Operating
6235	25.42	One Call Concepts	R/M - System

6236	409.00	Pennonni Engineers	Engineer Fees
6237	368.95	Pine Hill Auto Repair	Automotive Expense
6238	230.00	Pine Hill Printing	Supplies - Office
6239	201.51	Pine Hill Hardware	Supplies - Operating
6240	1,120.32	Joseph Pollard Co	Supplies - Operating
6241	27.00	ProGas	Chemicals
6242	150.00	Quality Landscaping	R/M - Office
6242	187.50	Quality Landscaping	R/M - Building
6243	2,328.00	Rio Supply	Meter/Connections
6244	401.00	Rutgers, The State University	T/E - Administrative
6245	150.41	Sam's Club	Miscellaneous - Office
6245	80.84	Sam's Club	Supplies - Office
6245	29.58	Sam's Club	Supplies - Operating
6246	92.31	South Jersey Gas	Utilities - Office
6246	253.30	South Jersey Gas	Utilities - Operating
6247	310.42	Tire Corral Clementon	Automotive Expense
6249	94.32	Verizon	R/M - System
6250	100.00	Deborah Warrington	Health Insurance
6251	2,121.00	Water Works Supply	Supplies - Operating
6252	45.87	Xerox Corp	Supplies - Office

Mr. Knott 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. Garvey, Mr. Knott

Nays: None

Abstain: Mr. Hartman

Resolution #16-03

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 6199	7,571.25	AmeriHealth Insurance Co	Health Insurance
MC 6200	757.37	BMEU Deptford USPS	Supplies - Office
6202	651.52	ABS Electric	R/M - System
6203	3,213.09	Atlantic City Electric	Utilities - Operating
6204	104.62	Acme Uniforms	Supplies - Operating
6204	18.50	Acme Uniforms	Supplies - Office
6205	62.77	Alpha Message Center	R/M - Office
6206	8,467.63	AmeriHealth Insurance	Health Insurance
6207	20.00	Authenticom Services	Supplies - Office
6208	380.77	Barton Supply	Supplies - Operating
6210	97.49	BHP Plumbing & Heating	R/M - Building
6211	149.49	Casa Payroll Service	Supplies - Office
6212	241.21	Citgo Fleet	Automotive Expense
6213	143.76	Comcast	Supplies - Office
6215	160.00	Coverall of Philadelphia	Supplies - Office
6217	27.50	Flowers and Gifts	Miscellaneous - Office
6218	474.07	ITT Flyght	Supplies - Operating
6219	72.05	W.W.Grainger	Supplies - Operating
6220	38.25	Thomas Hassett - Admin	T/E - Administrative
6221	100.00	Thomas Hassett	Miscellaneous - Office
6221	61.46	Thomas Hassett	Health Insurance
6223	20.37	Home Depot	Supplies - Operating
6224	208.78	Horizon BC/BS	Health Insurance
6226	16.00	InterCounty Newspaper	Supplies - Office
6228	29.00	Lethal Pest Solutions	R/M - Office

6230	15.14	Elmerinda Narducci	Health Insurance
6231	68.09	Nextel/Sprint	Telephone - Operating
6234	39.19	Office Basics	Supplies - Office
6234	33.54	Office Basics	Supplies - Operating
6235	25.42	One Call Concepts	R/M - System
6236	270.00	Pennoni Engineers	Engineer Fees
6237	368.94	Pine Hill Auto Repair	Automotive Expense
6238	230.00	Pine Hill Printing	Supplies - Office
6239	201.50	Pine Hill Hardware	Supplies - Operating
6242	150.00	Quality Landscaping	R/M - Office
6242	187.50	Quality Landscaping	R/M - Building
6244	401.00	Rutgers, The State University	T/E - Administrative
6245	150.41	Sam's Club	Miscellaneous - Office
6245	80.83	Sam's Club	Supplies - Office
6245	29.58	Sam's Club	Supplies - Operating
6246	46.85	South Jersey Gas	Utilities - Operating
6247	310.42	Tire Corral Clementon	Automotive Expense
6248	1,072.50	US Bank Operations Center	Trustee
6249	179.84	Verizon	R/M - System
6252	45.87	Xerox Corp	Supplies - Office

Resolution #16-04  
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.

6214	59.70	Courier Post	Greenwood Av P/S Engineering
6236	2,673.00	Pennoni Engineers	Greenwood Av P/S Engineering
6236	920.75	Pennoni Engineers	CCMUA/Madison P/S Engineer

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. Buscher, Mr. Garvey, Mr. Knott

Nays: None

Abstain: Mr. Hartman

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.

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

On voice vote, motion carried unanimously. Meeting adjourned at 7:49 PM.

Respectfully submitted,

Debra Corson  
Recording Secretary