

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, January 18, 2017 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, Mrs. Burke

Absent: None

Also in attendance Mrs. Corson, Executive Director, Mr. Long, Solicitor and Mr. Dougherty, Engineer.

Mr. Buscher presented Mr. Garvey with a plaque for his 21 years of dedicated service to the Authority.

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

Minutes:

The Minutes of the November and December meetings.

Mr. Hartman made a motion to approve the minutes of the November and December meetings, seconded by Mr. Garvey. On voice vote, motion carried.

Correspondence:

1. From Mayor Chris Green re: Thank you
2. From Pennoni re: Mount Clement Ave Tank
3. From Pennoni re: Greenwood Ave Pump Replacement

The Board reviewed the correspondence.

Mr. Buscher 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 and training of MUA staff has been conducted.
  - 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; awarded December 21, 2016; Contracts prepared for MUA execution.
  - 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. Turnerville Road Emergency Repairs
  - a. "Pipe Bursting" repair complete by AP construction and AmeriDrill.
  - b. Settlement issues being investigated with County.
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 to prepare proposal for loop to Branch Ave.
  - e. MUA to install portion of watermain.
- 7. Erial Road Reconstruction
  - a. County reconstruction project.
  - b. Approximately sixty (60) water service replacements.
  - c. Echologics Report: no leaks.
  - d. 3,500 LF of ACP water main suspected to be in “poor” condition.
  - c. Pennoni to prepare proposal for loan application and design for lining and services.
- 8. Map Updates
  - a. Pennoni delivered new overall display maps.
- 9. Mt. Clement Well Issues
  - a. Schultes to visit site (check valves).

## 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.

Discussion in length on Erial Road Reconstruction.

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

On voice vote, motion carried.

Solicitor’s Report:

None

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:

Mrs. Corson stated that she spoke with Mr. Toal regarding the reconstruction of older service lines on E 4<sup>th</sup> Ave and the work is expected to be completed by our maintenance employees. Mrs. Corson stated that the RFP's have been received and reviewed. All Professionals remain the same with one exception. Our Lead Attorney will be Mr. Chris Long while Mr. Howard Long will be our Labor Attorney. Mrs. Corson stated she received a letter from AT&T requesting to open contract negotiations. Mr. Long agreed to review the letter and give his recommendation.

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

On voice vote, motion carried.

Board Member's Report:

Mr. Green asked about Board's interest in Solar since the Borough has hired a consultant. Mr. Dougherty stated that Solar was investigated 5 years ago by Pennoni's In House Solar Crew. It was determined there was too much shade and it was not cost effective. Mr. Green will report on the Borough's findings. Mr. Knott asked about status of Amboy Bank. Mrs. Corson stated mediation is pending. Mrs. Burke commented on the New Year's Eve fireworks. She stated that it was very well received by the community and neighboring towns. Congratulations were extended to Mr. Garvey for his years of service. Mr. Garvey thanked the Board.

New Business:

None

Old Business:

None

Resolutions:

Resolution #17-01

Water

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

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

2655000-0	\$ 45.37	1082 Grandview Ave	Double Payment
772000-0	\$ 123,876.00	500 W Branch Ave	Billing Error
3438000-0	\$ 89.90	1055 Turnerville Rd	Meter Leak Adj

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

Roll Call:

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

Nays: None

Abstain: None

Resolution #17-02

Sewer

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

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

2655000-0	\$ 50.00	1082 Grandview Ave	Double Payment
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Mr. Garvey made a motion to accept the sewer billing adjustments, seconded by Mr. Hartman.

Roll Call:

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

Nays: None

Abstain: None

Payment of Bills:

Resolution #17-03

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.

6804	729.30	BMEU Clerk, Deptf USPS	Supplies - Office
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6805	110.78	Verizon Inc.	Repair/Maintenance - System
6806	380.95	NJ State PWT	State Water Tax
6807	7,377.08	Atlantic City Electric	Utilities - Operating
6807	295.04	Atlantic City Electric	Utilities - Office
6808	83.70	ACME Uniforms	Supplies - Operating
6808	18.50	ACME Uniforms	Supplies- Office
6809	53.00	Allbrand Supply Inc.	Supplies- Operating
6810	61.60	Alpha Message Center	Repair/Maintenance - Office
6811	12,692.55	Amerihealth Ins. Co., NJ	Health Insurance
6812	158.37	Casa Payroll Services LLC	Supplies - Office
6814	376.02	Citgo Fleet Inc.	Automotive Expense
6818	46.28	Courier Post Inc.	Supplies - Office
6820	1,112.50	Eurofins QC, Inc.	Laboratory Testing
6821	25.00	FlexFacts	Supplies- Office
6822	25.56	Mike Grogan	Health Insurance
6822	40.00	Mike Grogan	Supplies- Operating
6823	15.00	Tom Hassett	Health Insurance
6825	336.77	Horizon Blue Cross/Shield	Health Insurance
6826	391.00	Wade, Long, Wood & Long	Legal Fees
6828	58.13	Mechanics Auto Parts	Supplies- Operating
6829	576.95	Miracle Chemical Co. Inc.	Chemicals
6830	84.50	Nat Alexander Inc.	Supplies - Operating
6831	158.11	Nextel/Sprint Inc.	Telephone- Operating
6832	19,970.36	NJ American Water Inc.	Water Agreements
6833	430.00	NJ Water Association	Supplies- Operating
6834	33.33	Office Basics, Inc.	Supplies- Office
6835	38.75	One Call Concepts Inc.	Repair/Maintenance - System
6836	34.00	Paul's Trophies Inc.	Miscellaneous - Office
6837	347.50	Pennoni Associates Inc.	Engineer Fees
6838	27.03	Pat Garvey (Petty Cash)	Supplies - Office
6839	99.67	Pine Hill Hardware Inc.	Supplies - Operating
6840	283.81	Joseph G Pollard Company	Supplies - Operating
6841	27.00	ProGas Inc.	Chemicals
6842	206.45	Sam's Club	Miscellaneous - Office
6842	53.64	Sam's Club	Supplies - Operating
6842	78.79	Sam's Club	Supplies - Office
6843	59.02	SJ Gas Company	Utilities - Operating
6844	57.50	SNJ Chapter NIGP	T/E - Administrative
6845	545.88	US Bank Operations Center	Trustee
6846	65.62	Verizon Inc.	Repair/Maintenance - System
6847	48.95	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. Hartman .

Roll Call:

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

Nays: None

Abstain: Mr. Garvey

Resolution #17-04

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.

6804	729.30	BMEU Clerk, Deptford USPS	Supplies - Office
6805	177.76	Verizon Inc.	Repair/Maintenance - System
6807	3,872.04	Atlantic City Electric	Utilities - Operating
6808	83.70	ACME Uniforms	Supplies - Operating
6808	18.50	ACME Uniforms	Supplies - Office
6809	53.00	Allbrand Supply Inc.	Supplies - Operating
6810	61.59	Alpha Message Center Inc.	Repair/Maintenance - Office
6811	8,461.69	Amerihealth Insurance Co.	Health Insurance
6812	158.36	Casa Payroll Service LLC	Supplies - Office
6814	376.01	Citgo Fleet Inc.	Automotive Expense
6815	145.90	Comcast Inc.	Supplies - Office

6816	232.08	Consolidated Rail	Railroad Rental
6817	100.00	Debbie Corson	Miscellaneous - Office
6818	46.28	Courier Post Inc.	Supplies - Office
6819	200.00	Coverall Inc.	Supplies - Office
6821	25.00	FlexFacts	Supplies - Office
6822	17.04	Mike Grogan	Health Insurance
6822	39.99	Mike Grogan	Supplies - Operating
6823	10.00	Tom Hassett	Health Insurance
6824	81.85	Home Depot Inc.	Supplies - Operating
6825	224.50	Horizon Blue Cross/Shield	Health Insurance
6826	1,327.00	Wade, Long, Wood & Long	Legal Fees
6827	29.00	Lethal Pest Solutions Inc.	Repair/Maintenance - Office
6828	58.13	Mechanics Auto Parts Inc.	Supplies - Operating
6830	84.50	Nat Alexander Inc.	Supplies - Operating
6831	158.10	Nextel/Sprint Inc.	Telephone - Operating
6834	33.33	Office Basics, Inc.	Supplies - Office
6835	38.75	One Call Concepts Inc.	Repair/Maintenance - System
6836	34.00	Paul's Trophies Inc.	Miscellaneous - Office
6837	895.50	Pennoni Associates Inc.	Engineer Fees
6838	27.03	Pat Garvey (Petty Cash)	Supplies - Office
6839	99.67	Pine Hill Hardware Inc.	Supplies - Operating
6842	206.45	Sam's Club	Miscellaneous - Office
6842	53.63	Sam's Club	Supplies - Operating
6842	78.77	Sam's Club	Supplies - Office
6843	119.17	South Jersey Gas Co. Inc	Utilities - Office
6843	29.16	South Jersey Gas Co. Inc	Utilities - Operating
6844	57.50	SNJ Chapter NIGP	T/E Administrative
6845	2,948.25	US Bank Operations Center	Trustee
6846	151.71	Verizon Inc.	Repair/Maintenance - System
6847	48.94	Xerox Corp	Supplies - Office

Resolution #17-05

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.

6803	204,500.00	A P Construction Inc.	Turnerville-Estates Sewer Repair
6813	141,747.45	Centerpoint Associates Inc.	Greenwood P/S Replacement
6837	2,253.43	Pennoni Associates Inc.	CCMUA/Madison P/S Engineer
6837	3,414.60	Pennoni Associates Inc.	Greenwood Ave P/S Engineering

Mr. Hartman 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. Hartman, Mr. Green, Mr. Knott

Nays: None

Abstain: Mr. Garvey

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

On voice vote, motion carried unanimously. Meeting adjourned at 8:10PM.

Respectfully submitted,

Patricia Garvey  
Recording Secretary