

Minutes of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **June 20, 2018** at 7:30 pm at the Pine Hill Borough Municipal Building, 45 W 7th Ave., Borough of Pine Hill, County of Camden, State of New Jersey. The Regular Authority Meeting will follow the Public Hearing for Water Rates. Notice of this Public Hearing and change of location for the Regular meeting was advertised in the Courier Post on May 22, 2018 and in the Central Record on May 24, 2018. This notice was also posted in the lobby of the Pine Hill Municipal Utilities Authority building and the Pine Hill Municipal Building.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag.

Mr. Buscher read the Open Public Meeting Act.

Roll Call:

Present: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke, Mr. Hassett

Absent: Mr. Odenath

Mr. Buscher stated Mrs. Burke will be seated to replace Mr. Odenath and that Mr. Odenath is excused.

Also in attendance: Mr. Michael Welding, Auditor, Mr. Chris Long, Solicitor, and Mr. Hugh Dougherty, Engineer and Mrs. Corson, Executive Director. Mr. Toal was not in attendance.

Mr. Buscher: "At this time, I would like to open the public hearing that has been duly advertised in accordance with state law for 7:30 this evening. The purpose of this hearing is to consider a proposed adjustment to the Authority's quarterly meter fees and the Authority's water consumption per thousand gallon fee.

At this time I would like to turn this meeting over to our Attorney, Mr. Chris Long."

Attorney Long:

"Thank you Mr. Chairman. For the record this is a public rate hearing by the Pine Hill MUA being conducted in accordance with the statutory procedures set forth by N.J.S.A. 40:14B-1 et seq. The public hearing is to consider a proposed increase in the Authority's quarterly meter fees and the Authority's water consumption per thousand gallon fee. The public hearing is being conducted by law and will be transcribed. A copy of the hearing transcript can be made available to anyone who requests it for the fee of the transcript. At this time, I would ask that Mrs. Corson, Mr. Welding and Mr. Dougherty stand and raise their right hand to be sworn in. Do you solemnly swear or affirm to tell the truth, the whole truth, and nothing but the truth? Mrs. Corson, Mr. Welding and Mr. Dougherty stated "I do" in unison. We will begin with Mrs. Corson."

Attorney Long: "Mrs. Corson, what is your position at the Authority?"

Mrs. Corson: "The Executive Director."

Attorney Long: "In that capacity did you cause to be published in the 2 newspapers, as mandated by law, the necessary notices in regard to the public hearing for the proposed adjustments?"

Mrs. Corson: "Yes."

Attorney Long: "And do you have copies of those advertisements?"

Mrs. Corson: "Yes."

Attorney Long: "I will mark them Exhibit "A" and Exhibit "B". Did you also cause the notice to be forwarded to the Clerk of the Borough of Pine Hill as required by law?"

Mrs. Corson: "Yes."

Attorney Long: "I will mark that Exhibit "C". And did you forward notices to other clerks of municipalities serviced by the PHMUA? And do you have such notices?"

Mrs. Corson: "Yes."

Attorney Long: "I will mark them as Exhibit "D"."

Attorney Long:

"According to the advertised notice, the PHMUA has proposed a rate increase of the Authority's quarterly meter fees and the Authority's water consumption per thousand gallon fee. I will begin with Mr. Dougherty."

Attorney Long: "Mr. Dougherty, please describe for me the existing infrastructure of the PHMUA and your recommendations for addressing the capital improvements needed for the efficient operations of the Authority."

Mr. Dougherty: "Thank you. I will give an overview of the existing system. In March 2018 we received the NJ DEP allocation permit. That's good for five years. Basically the permit allows us to withdraw from the ground 440 million gallons per year from our underground wells. There are 5 operating wells at this time and we have 39 miles of pipe bringing water from the ground and then circulating it through the borough. They range from 2" to 12" pipe diameter size. We have approximately 177 fire hydrants in the system. We also have about 325 valves throughout the system. There is a need for capital improvements and that's driven by 3 major factors. The one factor is of course as the Authority we want to provide safe, clean and reliable water throughout the system for our customers. And in order to do this we need to maintain more improvements to the system. The second major factor and this is really big. This is the NJ Water Accountability Act and this law was enacted in July 2017 and became effective in October 2017. There is a schedule that we have to implement a bunch of things before April 2019, so there is a very tight time frame that this law has imposed upon the Authority. Altogether it affects about 280 Authorities. The rules similar to our goals require improvements to improve the safety, reliability and oversight of our water system. One of the key components of the new law is that we have to prepare an asset management plan, and under the asset management plan we have to identify and inventory all of our entire system

of circulated water. We also have to provide what they call a life cycle cost. They are looking at a 150 year replacement cost of the system so this is long term financing basically that we have to consider. As I had mentioned we have valves and fire hydrants; part of the law is that we have to exercise our valves every 2 to 4 years depending on the size of the valves and what happens when we exercise them that frequently we are going to find breaking valves and leaking valves that are not closing properly. One of the reasons being is that our system is for the most part is 50+ years old so some of those valves are 50+ years old. The design life of some of the pipe and some of the valves is 50 to maybe 75 years old. So we're nearing the end of the design life for a lot of the valves and most likely a lot of the fire hydrants so some of these things are going to have to be replaced over time. Part of the new law also requires an annual certification by the Executive Director that we meet all Federal, State and Local regulations so that's a certification that's new now with this law. The other thing that's a key component is we must dedicate annual funds to address the highest priority improvements, so once we identify the improvements in the asset management plan we now have to have a mechanism annually to make these repairs. Finally there is a reporting requirement where every three years we have to report back to the DEP on our progress on doing all these improvements. The third component of why we are doing this, why we have countless projects, is Camden County wants to pave Erial Road and in order to pave Erial Road they have requested that we certify that our line in Erial Road is in good condition. When we did this study to determine the condition of the line we found it is in fair condition but it's also nearing the end of its design life so as I said we have 50 to 100 year design life; this particular pipe is probably a 50 year design life; we are easily at 50 years, so that's something that that pipe has to be renewed. So these 3 pronged things: Pine Hill itself handling things, the NJ Water Quality Accountability Act, and Camden County wanting to repave the road, has led to capital projects so that's where we are now. There's 4 projects immediately that we're looking at that would be part of this asset management plan going forward and then they would take the higher priority. The Erial Road water main renewal is priority one I would say and that's about a 3 million dollar project because we found that in order to pave the road we need a certified utility; we're going to have a renewed line before they pave the road. The second project that we identified was 3rd Ave water main extension. That's an extension that would improve the pressure and reliability to the Branch Ave portion of town where currently we don't have that reliability. The other item and this is actually a condition of our permit renewal was a new well to replace the 2 existing wells that are currently not operating as they should and that will improve our supply and the quality of water as well. And then the 4th item that we have identified was a generator at the Turnerville Plant. Currently if the power goes out we don't have the ability to run the Turnerville Plant so this would give us the ability to run the Turnerville Plant and supply water throughout the Borough. And then of course, just annually now we are going to have to schedule improvements, identify and schedule improvements on an annual basis. So that is the overall view of the system and also the capital projects to date."

Attorney Long: "Thank you, Mr. Dougherty."

Mr. Dougherty: "You're welcome."

Attorney Long: "At this time I'll turn the meeting to Mr. Welding. Mr. Welding, would you state your full name for the record?"

Mr. Welding: "Michael James Welding."

Attorney Long: "Are you the statutorily appointed auditor?"

Mr. Welding: "Yes."

Attorney Long: "Can you identify for the record what designation you have in regard to your position as an auditor?"

Mr. Welding: "Certified Public Accountant and Registered Municipal Accountant."

Attorney Long: "How long has your firm been the auditor at the PHMUA?"

Mr. Welding: "Over 20 years."

Attorney Long: "Are you familiar with the Authority's budgetary process, including its capital programs, and the general financial condition of the Authority?"

Mr. Welding: "Yes."

Attorney Long: "What is your primary responsibility as the Auditor for the PHMUA?"

Mr. Welding: "We perform the annual audit of the Authority's records."

Attorney Long: "In the performance of your duties would you also become involved in advising the PHMUA in regard to any necessity for an adjustment to the Authority's quarterly meter fees and the Authority's water consumption per thousand gallon fee?"

Mr. Welding: "Yes, we do."

Attorney Long: "Have the Authority's commissioners and or administrative staff requested that you evaluate its budgetary process, its capital program and its meter fees to determine if it is able to meet the budgetary demands?"

Mr. Welding: "Yes, they have."

Attorney Long: "In that regard can you tell us what you have determined?"

Mr. Welding: "Well, we have determined that the Authority requires a rate adjustment increase."

Attorney Long: "In making that evaluation and in reviewing the PHMUA budget and its revenues, have you been able to come to certain conclusions based upon your examination of the Authority's finances with respect to the modification of the Authority's quarterly meter fees and the Authority's water consumption per thousand gallon fee?"

Mr. Welding: "Yes, I have."

Attorney Long: "What are your conclusions?"

Mr. Welding: "We propose a 50% increase in the meter fee and the consumption fee. 25% increase would be effective July 1, 2018 and an additional 25% increase would be effective July 1, 2019. We have I think 9 meter sizes. I'll just detail the increases for the first two; the 1/2"-5/8" and the 3/4" since they are the majority of the

meters. The first increase for ½”-5/8” would be \$4.50 and the 2nd increase would be an additional \$5.50. For the ¾” meter the first increase would be \$4.50 and the 2nd increase would be \$5.50, and then for the consumption increase per thousand gallons the first increase would be .75 on a thousand gallons and an additional .95 for the second increase.”

Attorney Long: “Thank you. In your opinion, as the auditor for the Authority do you feel that the recommended increases that you have just outlined would allow the Authority to meet its budgetary and debt service requirements?”

Mr. Welding: “Yes.”

Attorney Long: “In your opinion, are the recommendations you’re making this evening reasonable and necessary?”

Mr. Welding: Yes.”

Attorney Long: “Thank you, Mr. Welding. At this time I would ask if there are any questions from the members of the Authority?”

Mr. Green: “Yes, I have one question. Mr. Welding, if we didn’t do this, what is your professional opinion, if we didn’t have an increase?”

Mr. Welding: “If we did not increase the water, you would have a deficit.”

Mr. Green: “Would it fiscally bankrupt the Authority?”

Mr. Welding: “Yes. Correct.”

Attorney Long: “Are there any other questions?”

There were no other questions.

Attorney Long: “At this time, Mr. Chairman, it would be appropriate for you to open the floor to the public, and the public participation would be to ask questions either of our professionals, Mr. Welding or Mr. Dougherty or yourself.”

Mr. Buscher: “The matter is opened to the public for comments or questions. No one from the public wishes to speak. Motion to close public portion for Authority’s quarterly meter fees and the Authority’s water consumption per thousand gallon fee rate hearing only.”

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

Attorney Long: “At this time, members of the PHMUA you have before you the recommendation of the Authority’s auditor in regard to revision of the Authority’s quarterly meter fees and the Authority’s water consumption per thousand gallon fee that our Auditor has opined are both reasonable, necessary and in accordance with statutory authority. You have also heard from the Authority’s engineer. If you are considering adoption of the revised fees, it would be appropriate at this time to move upon the both Resolutions entitled:”

**“RESOLUTION ADOPTING THE PINE HILL BOROUGH MUNICIPAL UTILITY AUTHORITY’S
QUARTERLY METER FEE AND THE AUTHORITY’S WATER CONSUMPTION PER THOUSAND
GALLON FEE ADJUSTMENT EFFECTIVE JULY 1, 2018 AND JULY 1, 2019”**

RESOLUTION #18-68

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA” and/or “Authority”) identified a potential need regarding the water rates charged by the Authority; and

WHEREAS, in order to best service its ratepayers, the Authority engaged in a water rate study, conducted by Michael Welding of Bowman & Company to determine the need and/or justification for any adjustment in water rates; and

WHEREAS, following a review of the water rate study, the Authority conducted a public hearing regarding the proposed adjustments pursuant to N.J.S.A. 40:14B-23 wherein the Authority’s Engineer, Mr. Hugh Dougherty and Mr. Welding opined that adjustments to the Authority’s quarterly meter fees and the Authority’s water consumption per thousand gallon fee are both reasonable and necessary; and

WHEREAS, the Executive Director concurs with the recommendations of Mr. Dougherty and Mr. Welding regarding the proposed quarterly meter fee and water consumption per thousand gallon fee adjustment; and

WHEREAS, the Chairman and Members of the Pine Hill Borough Municipal Utilities Authority likewise concur with the recommendations of Mr. Dougherty and Mr. Welding regarding the proposed quarterly meter fee and water consumption per thousand gallon fee adjustment; and

WHEREAS, the Authority’s Solicitor has determined that the Authority has satisfied all necessary procedures as set forth in N.J.S.A. 40:14B-23, et seq. regarding the proposed quarterly meter fee and water consumption per thousand gallon fee adjustment.

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 Authority’s Fee Schedule is adjusted as follows:

<u>Meter Size</u>	<u>Current Fee</u>	<u>Effective July 1, 2018</u>	<u>Effective July 1, 2019</u>
1/2” – 5/8”	\$17.50	\$22.00	\$27.50
3/4”	\$17.50	\$22.00	\$27.50
1”	\$140.00	\$175.00	\$218.75

1 1/2"	\$210.00	\$262.50	\$328.00
2"	\$280.00	\$350.00	\$437.50
3"	\$420.00	\$525.00	\$656.25
4"	\$560.00	\$700.00	\$875.00
6"	\$840.00	\$1,050.00	\$1,312.50
8"	\$1,120.00	\$1,400.00	\$1,750.00
Consumption Fee			
Per 1,000 gallons:	\$3.10	\$3.85	\$4.80

- The Executive Director and/or her designee are hereby directed to take any and all actions necessary to effectuate said adjustment.

Mr. Buscher made a motion to adopt the water meter fee increase and the water consumption per thousand gallons fee increase resolution, seconded by Mr. Shultz.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke.

Nays: None

Abstain: None

Attorney Long: "At this point the material utilized by Mr. Welding with respect to the fee rates will also become an exhibit to the hearing transcript as well as the notices identified and marked earlier. If anyone would like a copy, they may obtain it by contacting the Authority at 856-783-0739. At this point Mr. Chairman, we have concluded the rate hearing process so I will turn the meeting back over to you for the regular meeting."

Mr. Buscher asked for a motion to open the floor to the public.

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

No one in the audience addressed the Board.

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

Minutes:

Mr. Green made a motion to approve the meeting minutes of May 16, 2018, seconded by Mr. Knott. There were no questions regarding the meeting minutes. Mr. Shultz abstained from approval of these minutes due to his absence at the May meeting. All other board members were in favor of approving the minutes.

Correspondence:

- From Deborah Warrington re: Bid Results for Sodium Hypochlorite and Recommendation for Award of Contract
- From MEL JIF re: On-line Training to earn \$250 Training Credits
- From Verizon Wireless re: Lease Agreement Negotiations -Turnerville Road
- From CC Planning Board re: Review of Site Plans – Lakes at Pine Hill Amboy Bank
- From NJ DEP re: Third Fairway – One Year Extension Approval
- To Gloucester Township re: Municipal Shared Services Agreement
- From SAC Wireless representing Sprint re: Courtesy Notice of Work Activity -Mt Clement
- To Residents re: Notice of Water Rate Increase – Effective 7/1/18 & 7/1/19

Mr. Buscher asked about the Shared Services Agreement with Gloucester Twp. Mrs. Corson explained that the fuel cost is a much better rate. There was discussion that both the Borough and the Fire District purchase their fuel from Gloucester Twp. Mr. Knott questioned the work being done by Sprint at Mt Clement. It was confirmed there will be no climbing of the tower and no painting or welding will be done. Board discussion followed Mr. Hassett inquiry about Verizon Wireless agreement negotiations.

Mr. Green made a motion to approve all correspondence, seconded by Mr. Shultz. On voice vote, motion carried.

Engineer's Report:

I. Active Projects

- Generator at Turnerville Road Plant (PHMUX 18002)
 - Electrical survey complete.
 - Base Bid- Well and Chemical Feed/Garage, Add Alternate Admin Building.
 - Project on hold until 2019.
- Various Water Projects for Consideration for NJEIT Loan
 - Asset Management Plan
 - Required with loan application.
 - Erial Road Waterman Rehab
 - Echologics Report: no leaks.
 - 2018/2019 County project: remainder of Erial Road.
 - Approximately sixty (60) water service replacements.
 - 4,400 LF of ACP water main suspected to be in "poor" condition.
 - 2,800 LF of CIP water main suspected to be in need of rehabilitation.
 - Pennoni proposal for loan application and design for lining services.

- c. Branch Avenue Fire Flow and 3rd Ave Loop
 - 1) MUA to install watermain at 3rd Avenue.
 - 2) ROW Vacated; Need Easement.
 - 3) PRV design by Pennoni.
- d. New Well and Well 6 & 7 Decommissioning
 - 1) NJDEP inspection.
 - 2) Abandon Wells.
 - 3) Must construct new well to maintain Firm Capacity.
- 3. Water Allocation Permit
 - a. Permit expires September 30, 2017.
 - b. Pennoni submitted Renewal Application.
- 4. Map Updates
 - a. 2018 updates Pennoni submitted proposal.

II. Other Projects

Mansion Apartments Fire Service (PHMUX 18003)

- a. Mansion Apartments looking to connect fire service to Building #300.
- 2. Carl Pursell- 121 Berlin-Cross Keys Road
 - a. Connection for office/warehouse buildings.
 - b. Recapture Agreement for Amboy Bank.
- 3. Gary Shuhart- 129 Berlin-Cross Keys Road
 - a. Connection for office/warehouse.
 - b. Recapture Agreement for Amboy Bank.
- 4. Branch Avenue Self Store (Former Calahan Nursery)
 - a. Need easement for 3rd Avenue watermain.
- 5. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Amboy Bank looking to construct 90 Townhomes.
- 6. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612)
 - a. Pennoni issued bond release recommendation (release not recommended).
- 7. Annual Water Bond Trustee Report
 - a. 2017 report issued January 31, 2018.
- 8. Long Term Capital Projects
 - a. Lining projects, valve replacements, fire hydrant replacements.
 - b. Eliminate Dead-end loops; consider C-900 pipe.
 - c. Meter replacements: investigate programs for funding.
- 9. Identify Funding Sources
 - a. NJEITF (Loans) now accepting rolling applications.
 - b. Private financing.
- 10. Tank Antenna
 - a. ATT: New installation at Mt Clement.
 - b. ATT: New installation proposed at 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 (request to negotiate fee).
 - g. Sprint: Mt. Clement.
 - h. Ham Radio Operator Antenna: Turnerville.
- 11. Maintenance Bonds
 - a. Greenwood Avenue expires January 17, 2019.
 - b. Madison Avenue expires October 31, 2019.
 - c. Cloverdale-Erial Road Watermain Rehab expires October 17, 2019.
- 12. Third Fairway (Trump Philadelphia)
 - a. One-year TWA permit extension request.

Mr. Dougherty stated that some of the things discussed in the rate hearing are also part of his Engineer's report. He asked if the Board had any specific questions. Mr. Hassett asked about the 3rd Ave line. There was Board discussion with Mr. Dougherty, Mr. Long, and Mrs. Corson.

Mr. Knott made a motion to accept the Engineer's Report, seconded by Mrs. Burke.
On voice vote, motion carried.

Solicitor's Report:

Mr. Long stated he reviewed the timing of the rate increase with Mrs. Corson. The shared services agreement with Gloucester Twp for fuel has a 60 day opt out should we decide to do so. The T-Mobile lease agreement negotiations have been ironed out and Mr. Long will run the terms past the board for approval.

Mr. Knott made a motion to approve the Solicitor's Report, seconded by Mr. Busher.
On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's report.

Mr. Knott made a motion to approve the Licensed Operation Manager's report, seconded by Mrs. Burke.
On voice vote, motion carried.

Executive Director's Report:

Mrs. Corson stated that the water leak has been repaired on E 3rd Ave. Also the letter to the residents regarding the water rate increase is ready and will be mailed on Friday, June 22, 2018.

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

Board Members:

Mrs. Burke questioned if there will be enough funds available with the increase starting at a later date than originally planned. The fact that we are losing the 2nd quarter for the rate increase, is that going to affect where we hoped to be? Mr. Welding stated that not being able to have this increase will have an effect whereas it may use up some more of the surplus at the end of the year, but we do have available surplus. We may not meet our budget projections for the revenues but we do have available surplus that will be able to cover it. Mrs. Burke asked about being able to move forward with certain projects that were a concern. Mr. Welding confirmed positively that it should be good.

New Business:

None

Old Business:

None

Resolutions:

Pine Hill Borough Municipal Utilities Authority

County of Camden

State of New Jersey

Resolution #18-69

Resolution of the Pine Hill Borough Municipal Utilities Authority

Rescinding Resolution #18-62

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("Authority") previously approved Resolution #18-62 relating to approval of one year contract for IT Services;

WHEREAS, after further review, it has been determined that said Resolution was issued in error.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby rescinds Resolution #18-62 in that said Resolution approving a one year contract for IT Services was issued in error.

Mrs. Burke made a motion to approve this rescinding resolution, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nays: None

Abstain: None

Pine Hill Borough Municipal Utilities Authority

County of Camden

State of New Jersey

Resolution #18-70

WHEREAS, C & C Computer Designs LLC has provided the lowest bid for Information Technology Support for all computers and tablets for the Pine Hill Borough Municipal Utilities Authority ("PHBMUA"); and

WHEREAS, a one (1) year Contract with an option for a 2nd year, beginning June 1, 2018, has been provided to the Authority for this support on an ongoing basis as needed, at an annual cost of \$9,000.00; and

WHEREAS, funds are available in the Authority budget for the payment of these services as set forth on the Certification of Funds attached hereto and incorporated by reference herein;

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby agree to award the Information Technology Support contract to C & C Computer Designs LLC in the amount of \$9,000.00.

BE IT FURTHER RESOLVED that the appropriate Authority Official is authorized to sign the Contract for the commencement of this service.

Mr. Green made a motion to approve this resolution for IT Services, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nays: None

Abstain: None

Pine Hill Borough Municipal Utilities Authority

County of Camden

State of New Jersey

Resolution #18-71

WHEREAS, Miracle Chemical Company has provided the lowest bid for Sodium Hypochlorite 15% for the Pine Hill Borough Municipal Utilities Authority ("PHBMUA"); and

WHEREAS, a one (1) year Contract with an option for a 2nd year, beginning July 1, 2018, has been provided to the Authority for Sodium Hypochlorite 15% at the cost of \$2.258 per gallon for approximately 5,000 gallons per year for an annual cost total of \$11,290.00; and

WHEREAS, funds are available in the Authority budget for the payment of this chemical as set forth on the Certification of Funds attached hereto and incorporated by reference herein;

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby agree to award the Contract for Sodium Hypochlorite 15% to Miracle Chemical Company in the annual amount of \$11,290.00.

BE IT FURTHER RESOLVED that the appropriate Authority Official is authorized to sign the Contract for the commencement of this service.

Mr. Knott made a motion to approve this resolution for chemicals, seconded by Mr. Green.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

RESOLUTION AUTHORIZING THE EXECUTION OF INTER LOCAL SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF GLOUCESTER AND THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY FOR THE PURCHASE OF MOTOR VEHICLE FUEL

Resolution #18-72

WHEREAS, there arose a need on behalf of the Pine Hill Borough Municipal Utilities Authority (“PHMUA” and/or Authority”) for the purchase of motor vehicle fuel to supply Authority vehicles; and

WHEREAS, the Township of Gloucester (“Township”) seeks to promote a program for the purchase of motor vehicle fuel to supply the Authority for their vehicles; and

WHEREAS, the Authority has determined that the purchase of motor vehicle fuel through the Township will be cost effective and efficient for the residents of the Township and ratepayers of the Authority; and

WHEREAS, the Township and the Authority are willing to enter into an agreement for purchase of motor vehicle fuel; and

WHEREAS, a copy of said Interlocal Service Agreement is attached to this Resolution and will be available for public inspection at the Offices of the Authority

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 hereby authorized to execute the Interlocal Agreement between the Township of Gloucester and the Pine Hill Borough Municipal Utilities Authority pertaining to the purchase of motor vehicle fuel.

Mr. Green made a motion to approve this resolution for Shared Services for Fuel, seconded by Mrs. Burke.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
SEWER

RESOLUTION #18-73

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2017/2018 Authority Sewer Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be effected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Maintenance Men		1,100.00
Administrative Overtime		185.00
Transmittal Agreements		300.00
Longevity-Administrative	185.00	
Automotive	1,400.00	
Total	\$1,585.00	\$1,585.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Mr. Knott made a motion to approve the sewer transfer, seconded by Mr. Shultz.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
RESOLUTION #18-74

WATER

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2017/2018 Authority Water Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be effected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Overtime-Administrative	185.00	
Insurance	3,500.00	
PERS	1,600.00	
Maintenance Men		1,500.00
Overtime-Operating		1,100.00
Longevity-Administrative		185.00
Supplies-Office		2,500.00
Total	\$5,285.00	\$5,285.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Mr. Knott made a motion to approve the water transfer, seconded by Mrs. Burke.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
SEWER GENERAL

RESOLUTION #18-75

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has rehabilitated Greenwood Avenue Pump Station financed through NJEIT; and

WHEREAS, it will be necessary to appropriate funds from the Sewer General Fund in order to close this project.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the listed appropriations from the Sewer General Fund:

Engineering	\$19,000.00
Permits	\$ 9,250.00
Other	<u>\$23,100.00</u>
	\$51,350.00

which is required to reconcile the project expenditures are 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. Green made a motion to approve the sewer general appropriation, seconded by Mr. Shultz.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

WATER
RESOLUTION
#18-76

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

789000	7 Slalom Ct	\$35.00	Double Billed Turn On Fee
616000-0	15 Wilson Rd	\$35.00	Double Billed Turn On Fee
1504000-0	120 E 12 th Avenue	\$35.00	Double Billed Turn On Fee
3934000-0	11 Millstream Rd	\$35.00	Double Billed Turn On Fee
2677000-0	2 Short Drive	\$35.00	1x Waiver of Turn On Fee
4128000-14	429 Renaissance Dr	\$30.33	Refund Overpayment

Mrs. Burke made a motion to approve the water billing adjustments, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nayes: None

Abstain: None

Water Operating
Revenue Resolution #18-77

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC7659	205.64	BMEU Clerk, Deptford USPS	Supplies- Office
MC7660	1,795.35	Stamp Fulfillment Services	Supplies- Office
MC7661	350.00	Kevin Bonilla Acosta	Miscellaneous – Operating

MC7662	448.28	BMEU Clerk, Deptford USPS	Supplies- Office
MC7663	879.07	Amerihealth Ins Co of NJ	Health Insurance
MC7716	6,000.00	Bowman & Company LLP	Accounting & Audit Fees
7664	390.50	ABS Electric	R/M - System
7665	5,881.13	Atlantic City Electric	Utilities - Operating
7666	105.25	Acme Uniforms	Supplies - Operating
7666	18.50	Acme Uniforms	Supplies - Office
7667	49.50	Advanced Learning	T/E - Admin
7668	13,477.56	Amerihealth Ins Co of NJ	Health Insurance
7669	20.00	Authenticom	Supplies - Office
7670	3,000.00	Bank of NY Mellon	Trustee
7671	124.65	Casa Payroll Service	Supplies - Office
7672	1,050.00	C & C Computer Design LLC	Supplies - Office
7673	259.05	Cintas Corporation No 2	R/M - Office
7673	107.18	Cintas Corporation No 2	R/M - Building
7674	197.56	Citgo Fleet Inc	Automotive Expense
7675	145.84	Comcast	Supplies - Office
7676	320.00	Core & Main LP	Hydrant Maintenance
7676	238.00	Core & Main LP	Supplies - Operating
7677	100.00	Debra Corson	Miscellaneous - Office
7677	29.47	Debra Corson	T/E - Admin
7678	24.02	Courier Post	Supplies - Office
7679	160.00	Coverall of Philadelphia	Supplies - Office
7680	10.46	Ed's Rental Inc	Supplies - Operating
7681	28.25	Engineered Hydraulics Inc	Automotive Expense
7682	134.60	Erial Concrete	Supplies - Operating
7683	791.65	Eurofins QC	Laboratory Testing
7684	201.00	Patricia Garvey	Health Insurance
7685	130.76	Township of Gloucester	Automotive Expense
7686	18.00	Michael Grogan	Health Insurance
7687	15.00	Thomas Hassett	Health Insurance
7688	361.60	Horizon BC/BS Inc	Health Insurance
7689	22.87	Matthew Hufner	Health Insurance
7689	22.49	Matthew Hufner	Supplies - Operating
7690	24.35	Intercounty Newspaper Grp	Supplies - Office
7691	33.39	John Toal Petty Cash	Automotive Expense
7691	13.00	John Toal Petty Cash	Supplies - Operating
7692	789.25	Kennedy Marketing Co Inc	Supplies - Operating
7694	52.49	Live Message America Acqua	R/M - Office
7695	1,924.00	Wade, Long, Wood, & Long	Legal Fees
7696	31.00	Lethal Pest Solutions Inc	R/M - Office
7697	30.33	Matthew Marotta	Miscellaneous - Office
7698	661.55	Miracle Chemical Co Inc	Chemicals
7699	75.50	National Paving Co Inc	Supplies - Operating
7700	67.97	Nextel/Sprint Inc	Telephone - Operating
7701	19,102.90	NJ American Water	Water Agreements
7702	47.50	One Call Concepts	R/M - System
7703	817.75	Pennoni Associates	Engineer Fees
7704	87.50	Pine Hill Auto Repair Inc	Automotive Expense
7705	397.69	Pine Hill MUA	Supplies - Office
7706	208.95	Pine Hill Hardware	Supplies - Operating
7708	43.00	South Jersey Gas Co	Utilities - Office
7708	34.98	South Jersey Gas Co	Utilities - Operating
7709	52.5	SNJ Chapter NIGP	T/E - Admin
7710	98.82	Tri-State Technical Sales Inc	Supplies - Operating
7711	102.91	Verizon Inc	R/M - Office
7713	51.68	Xerox Corp	Supplies - Office

Mr. Green made a motion to approve payment of the water bills, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nays: None

Abstain: None

Sewer Operating

Revenue Resolution #18-78

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC7659	\$205.64	BMEU Clerk, USPS Deptford	Supplies - Office
MC7662	448.28	BMEU Clerk, USPS Deptford	Supplies - Office
MC7663	586.06	Amerihealth Ins Co of NJ	Health Insurance
MC7716	6,000.00	Bowman & Company	Accounting & Audit Fees
MC7717	2,365.00	Clementon Sewerage Authority	Transmittal Agreement
7665	2,936.01	Atlantic City Electric	Utilities - Operating
7665	219.78	Atlantic City Electric	Utilities - Office
7666	105.25	Acme Uniforms	Supplies- Operating
7666	18.50	Acme Uniforms	Supplies - Office
7667	49.50	Advanced Learning	T/E - Admin
7668	8,965.05	Amerihealth Ins Co of NJ	Health Insurance
7669	20.00	Authenticom Services	Supplies - Office
7670	3,000.00	Bank of NY Mellon	Trustee
7671	124.65	Casa Payroll Services	Supplies - Office
7672	1,050.00	C & C Computer Design	Supplies- Office
7673	259.06	Cintas Corporation No 2	R/M - Office
7673	107.19	Cintas Corporation No 2	R/M - Building
7674	197.56	Citgo Fleet Inc	Automotive Expense
7677	29.48	Debra Corson	T/E - Admin
7678	24.02	Courier Post Inc	Supplies - Office
7680	10.47	Ed's Rental Inc	Supplies - Operating
7681	28.25	Engineered Hydraulics	Automotive Expense
7684	134.00	Patricia Garvey	Health Insurance
7685	130.77	Township of Gloucester	Automotive Expense
7686	12.00	Michael Grogan	Health Insurance
7687	10.00	Thomas Hassett	Health Insurance
7688	241.07	Horizon BC/BS Inc	Health Insurance
7689	15.25	Matthew Hufner	Health Insurance
7689	22.49	Matthew Hufner	Supplies - Operating
7691	33.39	John Toal Petty Cash	Automotive Expense
7691	13.00	John Toal Petty Cash	Supplies - Operating
7693	11,386.30	Lindenwold Sewer Authority	Transmittal Agreement
7694	52.49	Live Message America	R/M - Office
7695	790.00	Wade,Long, Wood & Long	Legal Fees
7700	67.98	Nextel/Sprint Inc	Telephone - Operating
7702	47.50	One Call Concepts Inc	R/M - System
7703	1,738.50	Pennoni Associates	Engineer Fees
7704	87.50	Pine Hill Auto Repair	Automotive Expense
7705	397.70	Pine Hill MUA	Supplies - Office
7706	208.95	Pine Hill Hardware	Supplies - Operating
7707	27.00	ProGas	Chemicals
7708	37.24	South Jersey Gas Co	Utilities - Operating
7709	52.50	SNJ Chapter NIGP	T/E- Admin
7711	189.28	Verizon Inc	R/M - System
7712	6,905.00	Willier Electric Inc	R/M - System
7714	382.94	Xtel Communications	Telephone - Office
7714	190.97	Xtel Communications	Telephone - Operating
7715	3,246.81	Xylem Water Solutions	Supplies - Operating

Mr. Green made a motion to approve payment of the sewer bills, seconded by Mrs. Burke.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Shultz, Mrs. Burke

Nays: None

Abstain: None

Mr. Buscher asked for a motion to adjourn the meeting.
Mr. Long stated there will be a brief executive session afterwards regarding T-Mobile.
Mr. Hassett thanked Mrs. Corson and Julie Reehle for the good job they did completing the rate study.

Resolution #18-79

**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;

X _____ 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

_____ 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 executive session, seconded by Mr. Green.
On voice vote, motion carried. Closed Session began 8:12 pm.

Mrs. Burke made a motion to go out of Executive Session, seconded by Mr. Knott.
On voice vote, motion carried. Closed Session ended 8:16 pm.

Mr. Shultz made a motion to adjourn the meeting, seconded by Mr. Knott.
On voice vote, motion carried. Meeting adjourned at 8:17 pm.

Respectfully submitted,

Patricia Garvey
Recording Secretary