

Minutes of the Rescheduled Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Tuesday, **February 26, 2019** at 4:00 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey. February 20, 2019 was cancelled due to weather emergency.

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, Mrs. Burke, Mr. Hassett

Absent: Mr. Green, Mr. Odenath, Mr. Shultz

Mr. Buscher made a motion to excuse Mr. Green, Mr. Odenath and Mr. Shultz. On voice vote motion carried.

Mr. Buscher made a motion to seat Mrs. Burke, seconded by Mr. Knott. On voice vote motion carried.

Also in attendance: Mr. Chris Long, Solicitor, and Mr. Tom Leisse, Engineer, Mrs. Corson, Executive Director. Mr. Toal was not present.

Mr. Hassett arrived 4:05. Mr. Knott made a motion to seat Mr. Hassett, seconded by Mrs. Burke. On voice vote motion carried.

Mrs. Burke 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.

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

Minutes:

Mr. Knott made a motion to approve the meeting minutes and the closed session minutes of January 16, 2019, and the meeting minutes of February 4, 2019 Re-Organization, seconded by Mrs. Burke. There were no questions regarding the meeting minutes. All board members were in favor of approving the minutes.

Correspondence:

1. From CME Associates re: Improvements to Watsontown-New Freedom Rd
2. From Pennoni re: Well Status Report-Water Allocation Permit WAP170001
3. From NJ American re: Amended Petition for Rate Adjustments
4. From Kristopher Facenda Counselor at Law re: 315 Water Main Issue
5. From Pennoni re: Mt Clement Tank- T-Mobile NE- Review No.1
6. From Land Dimensions Engineering re:Notice for wetlands cert per DEP-501 W Branch Ave

Questions from the Board regarding Items #1, #3, #6 were responded to by Mrs. Corson. There was discussion about the manholes on Cross Keys Rd. Mrs. Corson stated we have replaced 7 manholes and there are 7 remaining. Mr. Toal is in the process of contacting contractors for quotes to replace 4 of them.

Mrs. Burke made a motion to approve the correspondence, seconded by Mr. Hassett. All board members were in favor of approving the correspondence.

Engineer's Report:

#### **I. Active Projects**

1. Generator at Turnerville Road Plant (PHMUX 18002)
  - a. Base Bid- Well and Chemical Feed/Garage (Diesel).
  - b. Add Alternate Admin Building (Natural Gas).
  - c. Awarded Base Bid Only to G&G Electrical Contractors, Inc., \$144,600.00.
  - d. Notice to Proceed issued November 29, 2018; Contract end date March 29, 2019.
  - e. Construction underway.
2. Various Water Projects for NJIB Loan
  - a. Asset Management Plan (PHMUX 18007)
    - 1) Required under NJ Water Quality Accountability Act.
    - 2) Implementation date April, 2019.
    - 3) Draft plan provided to PHBMUA for review.
    - 4) Identify long term capital projects.
  - b. Erial Road Waterman Rehab
    - 1) Echologics Report: no leaks.
    - 2) 2018/2019 County project: remainder of Erial Road.
    - 3) Approximately sixty (60) water service replacements.
    - 4) 4,400 LF of ACP water main suspected to be in "poor" condition.
    - 5) 2,800 LF of CIP water main suspected to be in need of rehabilitation.
    - 6) NJIB Application Parts 1-3 Submitted; Part 4 Underway.
  - 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.

- 4) NJIB Application Parts 1-3 Submitted; Part 4 Underway.
- d. New Well and Well 6 & 7 Decommissioning
  - 1) NJDEP inspection.
  - 2) Abandon Wells.
  - 3) Must construct new well to maintain Firm Capacity.
  - 4) NJIB Application Parts 1-3 Submitted; Part 4 Underway.
- e. Loan Application
  - 1) 2 Separate Applications; Erial and Branch Application, Well Application
  - 2) Possible temporary NJIB funding shortage.
- 3. Water Allocation Permit
  - a. Permit Renewal issued February 22, 2018.
- 4. Map Updates
  - a. 2018 updates Pennoni proceeding.
  - b. Awaiting MUA markups.

## II. Other Projects

### Pine Valley Developers Use Variance

- a. Submitted use variance application for 91 units to Planning Board.
- 2. Branch Avenue Self Store (Former Callahan Nursery)
  - a. Need easement for 3<sup>rd</sup> Avenue watermain.
  - b. Approved by Planning Board.
  - c. Investigating sharing cost of 3<sup>rd</sup> Avenue improvements.
- 3. Carl Pursell- 121 Berlin-Cross Keys Road
  - a. Connection for office/warehouse buildings.
  - b. Recapture Agreement for Amboy Bank.
- 4. Gary Shuhart- 129 Berlin-Cross Keys Road
  - a. Connection for office/warehouse.
  - b. Recapture Agreement for Amboy Bank.
- 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. 2018 report issued January 31, 2019.
- 8. Tank Antenna
  - a. ATT: Mt Clement.
  - b. ATT: Turnerville.
  - c. Cellco/Verizon: Mt. Clement.
  - d. Cellco/Verizon: Turnerville.
  - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement.
  - f. T-Mobile/MetroPCS: Turnerville.
  - g. Sprint: Mt. Clement.
  - h. Ham Radio Operator Antenna: Turnerville.
- 9. Maintenance Bonds
  - a. Greenwood Avenue expired January 17, 2019 (Claim against bond).  
- Generator/transfer switch maintenance required.
  - b. Madison Avenue expires October 31, 2019.
  - c. Cloverdale-Erial Road Watermain Rehab expires October 17, 2019.
- 10. Third Fairway (Trump Philadelphia)
  - a. One-year TWA permit extension request.

Mr. Leisse reviewed the Engineer's report with the Board. Confirmation on generators scheduled delivery end of March. Pennoni is in close contact with NJIB representatives as well as DEP to go over the loan applications. Mr. Leisse stated he has copies of Engineers agreement for Mrs. Corson to review. Also, he stated the Annual Water Bond Trustee Report was submitted the end of January as required. Pennoni is currently working with Mr. Toal to get a proposal for water audit information for the DRWB (Delaware River Water Basin).

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

Solicitor's Report:

Mr. Long had no report this month.

Operations Manager's Report:

In lieu of Mr. Toal's absence the report was not approved.

### **Executive Director's Report:**

Mrs. Corson referred to correspondence item #4. After contacting our insurance company and discussing with Mr. Toal, they both feel it would be better to do the job ourselves. If required we would only have to obtain an utility easement. Mrs. Corson is checking with the Borough on that. Mrs. Corson has not heard back from NJIB. They are still reviewing the information submitted to them. Mr. Hassett suggested contacting Ed Kispert. Mrs.

Corson asked Board to consider waiving interest for residents who are military furloughed. Board discussed and decided not to set a precedent, rather on a case by case basis but no interest waived, just put on hold list.

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

Board Members:

There were no questions or comments from the Board Members.

New Business:

None

Old Business:

None

**Resolutions:**

WATER  
**RESOLUTION #19-33**

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

2227000-0	\$1,155.00	Resolution for 300T per Board	93 Walnut Lane
791000-0	35.00	Resolution for Turn On Fee	6 Slalom Ct
3517000-0	40.00	Resolution for (2)Ret Ck Fee	1021 Crest Rd

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

Ayes: Mr. Buscher, Mr. Knott, Mrs. Burke, Mr. Hassett

Nays: None

Abstain: None

SEWER  
**RESOLUTION #19-34**

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

2616000-0	\$ 3.42	251 Cross Keys Road	Resolution for Int. 9/4
2764000-0	\$200.00	129 Cross Keys Road	Billing Error

Mr. Knott made a motion to approve the sewer billing adjustments, seconded by Mr. Hassett.

Ayes: Mr. Buscher, Mr. Knott, Mrs. Burke, Mr. Hassett

Nays: None

Abstain: None

Water Operating  
**Revenue Resolution #19-35**

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.

MC8076	10.00	NJWEA	T/E - Admin
MC8078	215.73	BMEU Clerk, Deptford USPS	Supplies - Office
8079	6,013.23	Atlantic City Electric	Utilities - Operating
8080	105.25	Acme Uniforms	Supplies - Operating
8080	18.50	Acme Uniforms	Supplies - Office
8081	13,465.57	AmeriHealth NJ	Health Insurance
8083	22,253.00	Bowman & Company	Audit & Accounting Fees
8084	284.90	Casa Payroll Services	Supplies - Office
8085	147.97	Comcast	Supplies - Office
8086	100.00	Debra Corson	Miscellaneous - Office
8086	11.02	Debra Corson	T/E - Admin
8086	6.39	Debra Corson	Supplies - Office
8087	95.64	Courier Post	Supplies - Office
8088	160.00	Coverall of Philadelphia	Supplies - Office
8089	1,080.00	Eurofins Eaton Analytical	Laboratory Testing
8090	1,282.50	Eurofins QC	Laboratory Testing
8091	12.50	FlexFacts	Supplies - Office
8093	22.50	Patricia Garvey	Supplies - Office
8093	3.97	Patricia Garvey	Health Insurance
8094	255.28	Township of Gloucester	Automotive Expense
8095	13.55	Michael Grogan	Health Insurance
8096	24.00	Thomas Hassett	Health Insurance
8097	30.00	Heritage Business Systems	Supplies - Office

8098	9.99	Home Depot	Automotive Expense
8098	4.78	Home Depot	Supplies - Operating
8099	337.31	Horizon BC/BS	Health Insurance
8100	34.31	Matthew Hufner	Health Insurance
8101	8.33	Intercounty Newspaper Grp	Supplies - Office
8102	118.40	Live Message American Acq	R/M - Office
8103	1,280.02	Wade, Long, Wood & Long	Legal Fees
8104	31.00	Lethal Pest Solutions	R/M - Office
8105	97.24	Mechanics Auto Parts	Automotive Expense
8106	1,309.64	Miracle Chemical	Chemicals
8107	60.60	National Paving	Supplies - Operating
8108	78.53	Nextel/Sprint	Telephone - Operating
8108	34.17	Nextel/Sprint	Supplies - Operating
8109	20,127.64	New Jersey American Water	Water Agreements
8111	176.58	Office Basics	Supplies - Office
8112	171.75	One Call Concepts	R/M - System
8113	650.50	Pennoni Associates	Engineer Fees
8115	221.40	Pine Hill Hardware	Supplies - Operating
8116	950.00	Phoenix Advisors	Supplies - Office
8117	256.22	Joseph G. Pollard	Supplies - Operating
8119	25.18	Sams Club	Supplies - Operating
8119	16.86	Sams Club	Supplies - Office
8120	149.17	South Jersey Gas	Utilities - Office
8121	230.70	George Smith	Health Insurance
8122	57.50	SNJ Chapter NIGP	T/E - Admin
8123	7,235.00	Treasurer, New Jersey State	State Water Tax
8124	97.25	Tire Corral Clementon	Automotive Expense
8125	9.00	John Toal	Health Insurance
8126	18.72	United Parcel Service	Supplies - Operating
8127	103.33	Verizon	R/M - System
8128	31.92	Deborah Warrington	Health Insurance
8129	175.89	Water Works Supply	Supplies - Operating

Water Renewal & Replacement

**Revenue Resolution #19-36**

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.

MC8075	19,723.15	G & G Electrical Contractors	Generator Installation
8092	8,261.48	Fondriest Environmental	GPS – Equipment
8110	27.00	NJ Water Association	GPS – Equipment
8113	1,315.00	Pennoni Associates	Branch Av PRV – Engineering
8113	3,708.75	Pennoni Associates	Erial Water Rehab-Engineering
8113	602.00	Pennoni Associates	NJIB Loan App- Engineering
8113	1,391.50	Pennoni Associates	PRM BackUp/Cap-Engineering
8113	516.50	Pennoni Associates	Water Asset Mgmt-Engineering
8113	2,963.70	Pennoni Associates	Generator - Engineering

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

Ayes: Mr. Buscher, Mr. Knott, Mrs. Burke, Mr. Hassett

Nays: None

Abstain: None

Sewer Operating

**Revenue Resolution #19-37**

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.

MC8076	10.00	NJWEA	T/E - Admin
MC8078	215.73	BMEU Clerk, Deptford USPS	Supplies - Office
8079	3,145.19	Atlantic City Electric	Utilities - Operating
8079	190.08	Atlantic City Electric	Utilities - Office
8080	105.25	Acme Uniforms	Supplies - Operating
8080	18.50	Acme Uniforms	Supplies - Office

8081	8,977.04	Amerihealth NJ	Health Insurance
8082	130.00	Borough of Pine Hill	Supplies - Operating
8083	13,722.00	Bowman & Company	Audit & Accounting Fees
8084	284.89	Casa Payroll Service	Supplies - Office
8086	11.02	Debra Corson	T/E - Admin
8086	6.39	Debra Corson	Supplies - Office
8087	95.64	Courier Post Inc	Supplies - Office
8091	12.50	FlexFacts	Supplies - Office
8093	22.50	Patricia Garvey	Supplies - Office
8093	2.64	Patricia Garvey	Health Insurance
8094	255.27	Township of Gloucester	Automotive Expense
8095	9.03	Michael Grogan	Health Insurance
8096	16.00	Thomas Hassett	Health Insurance
8098	9.99	Home Depot	Automotive Expense
8098	4.78	Home Depot	Supplies - Operating
8099	224.88	Horizon BC/BS	Health Insurance
8100	22.88	Matthew Hufner	Health Insurance
8101	8.32	Intercounty News Grp	Supplies - Office
8102	\$118.38	Live Message American Acqua	R/M - Office
8103	740.01	Wade, Long, Wood & Long	Legal Fees
8105	97.24	Mechanics Auto Parts	Automotive Expense
8108	78.52	Nextel/Sprint	Telephone - Operating
8111	176.58	Office Basics	Supplies - Office
8112	171.74	One Call Concepts	R/M - System
8113	32.50	Pennoni Associates	Engineer Fees
8114	110.00	Pine Hill Printing	Supplies - Office
8115	221.39	Pine Hill Hardware	Supplies - Operating
8118	27.00	ProGas Inc	Chemicals
8119	25.18	Sams Club	Supplies - Operating
8119	16.86	Sams Club	Supplies - Office
8121	207.13	George Smith	Health Insurance
8122	57.50	SNJ Chapter NIGP	T/E - Admin
8124	97.25	Tire Corral Clementon	Automotive Expense
8125	6.00	John Toal	Health Insurance
8127	195.30	Verizon	R/M - System
8128	21.28	Deborah Warrington	Health Insurance
8130	56.84	Xerox Corp	Supplies - Operating
8131	394.20	Xtel Communications	Telephone - Office
8131	197.02	Xtel Communications	Telephone- Operating

Sewer General

**Revenue Resolution #19-38**

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.

MC8075	2,191.46	G & G Electrical Contractors	Generator Installation
8113	329.30	Pennoni Associates	Generator - Engineering

Mr. Knott made a motion to approve the payment of the Sewer bills, seconded by Mrs. Burke.  
Ayes: Mr. Buscher, Mr. Knott, Mrs. Burke, Mr. Hassett  
Nayes: None  
Abstain: None

Mr. Hassett made a motion to adjourn the meeting, seconded by Mrs. Burke.  
All were in favor. Meeting adjourned 4:20 pm.

Respectfully submitted,

Patricia Garvey  
Recording Secretary