

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **April 17, 2019** 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. Everyone remained standing for a moment of silence for the passing of Mr. Buscher's brother.

Roll Call:

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

Absent: Mr. Shultz

Also in attendance Mrs. Corson, Executive Director, Mr. Toal, Operations Manager, Mr. Chris Long, Solicitor, and Mr. Hugh Dougherty, Engineer.

Mrs. Burke was seated for Mr. Shultz who was excused by the Board.

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

Minutes:

Mr. Green made a motion to approve the minutes of the March 20, 2019 meeting, seconded by Mrs. Burke. There were no questions regarding the meeting minutes. All were in favor of approving the minutes.

Correspondence:

1. From Winslow Twp re: Notice of Public Hearing – Water/Sewer Connection Rates
2. From MEL JIF Safety Institute re: 2019 Elected Officials Online Employment Practices Seminar
3. From NJ DEP re: NJ Water Bank Project No.0428002-005, Level 1 Environmental Review
4. From Pennoni re: New Generators- Certificate for Payment No. 2
5. From Winslow Twp re: Ordinances Revising Water/Sewer Connections Fees

The Board reviewed the Correspondence. There was discussion on DEP and iBank funding for our planned projects. Mr. Dougherty explained our rank for funding with iBank is moving further away but there may be other options. Mr. Welding said going through the Camden County Improvement Authority would cost more than obtaining a loan ourselves. Mr. Buscher inquired about the new generators. Mr. Dougherty explained we have one of the two generators and expect to receive the 2nd generator within the 60 days from end of contract date which is end of March. Reconstruction of 7th Ave was also discussed. The Borough will also be doing W 6th Ave along with W 7th Ave. The MUA will have time to complete any planned utility work before the road reconstruction. Mr. Dougherty advised against the use of vibratory rollers and suggested R&V Engineering be notified. A letter will be sent to R&V with the Authority Board copied.

Mr. Knott made a motion to approve the correspondence, seconded by Mr. Odenath. All were in favor.

Engineers 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 May 29, 2019.
 - e. Construction underway; Well Generator Installed; Awaiting Garage Generator Delivery.
2. Various Water Projects for NJIB Loan
 - a. Asset Management Plan (PHMUX 18007)
 - 1) Required under NJ Water Quality Accountability Act.
 - 2) Plan provided to MUA; Implementation date April, 2019.
 - 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 (03) Parts 1-4 Submitted; Plans submitted to DEP for review.
 - 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 (03) Parts 1-4 Submitted; Plans submitted to DEP for review.
- 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 (05) Parts 1-3 Submitted; Part 4 Underway.
- e. Loan Application
 - 1) 2 Separate Applications; Erial and Branch Application, Well Application
 - 2) Rank 272 (Erial and Branch); Rank 533 (Well)
 - 3) Board investigating alternate means of funding.
- 3. Water Allocation Permit
 - a. Permit Renewal issued February 22, 2018.
 - b. DRBC Water Audit Submitted March 27th.
- 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. Easement available for 3rd Avenue watermain.
 - b. Approved by Planning Board.
- 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.
 - b. Revised plans submitted to Planning Board for 85 units.
- 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. Dougherty reviewed most of the Engineer's report during the correspondence. Mr. Dougherty explained some of the requirements of the New Jersey Water Quality Accountability Act. The Asset Management Plan includes the 150 year renewal schedule and life cycle costs. Mr. Dougherty has made the entire document available for review by the Board.

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

Solicitor's Report:

Mr. Long reported on 3rd Ave project. He said a couple roads were vacated in 1988 and again in 2008. There may be an easement that we might have had so we have to obtain permission from the Borough to proceed. Mr. Long will reach out to the Borough Solicitor to review.

Mr. Knott made a motion to accept the Solicitor's Report, seconded by Mr. Odenath.

On voice vote, motion carried.

Operations Manager's Report:

Mr. Toal explained the need for the new chlorine feed lines from the hypochlorite solution feed tanks to the injectors at all of our well sites.

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

Executive Director's Report:

Mrs. Corson said there was a water subcommittee meeting at the end of March. Projects were reviewed. Discussion was to remove the PRV valve from the projects to reduce the cost. We could then pay for it out of our Capital when we are ready to do it. She requested Board discussion on this matter. Mrs. Corson said we have also been in contact with Parker McCay. They offered us a couple different options. Either way we still have to submit our application and then we have to request a waiver from the DCA and then go to the Local Finance Board to get approval to go out for funding.

Board discussion about funding options followed. Mr. Welding and Mr. Dougherty provided their ideas and input on possibilities on how to proceed. Mr. Long recommended not voting at this time.

Mr. Green made a motion to accept the Operation Manager's Report, seconded by Mr. Knott.
On voice vote, motion carried.

Board Members:

Mr. Buscher thanked Mr. Welding for attending this evening's meeting and for his input regarding funding.
Mr. Knott expressed his appreciation to all who helped out with the Easter hunt and those who donated baskets. He said the extra baskets were donated to CHOP hospital.
Mr. Odenath said he will not be attending the June meeting.

New Business:

None

Old Business:

None

Resolutions:

The Pine Hill Borough Municipal Utilities Authority

Resolution # 19-44

Resolution of the Pine Hill Borough Municipal Utilities Authority expressing its intention to reimburse itself for certain expenditures relating to the Authority's Capital Improvement Program out of the proceeds of Bonds or other obligations to be hereafter issued by the Authority

Background

WHEREAS, The Pine Hill Borough Municipal Utilities Authority ("Authority") has determined to undertake a capital improvement program, consisting of: (i) installation of a backup well for Well 4 and decommissioning of Well 6 and Well 7, including demolition of the well house and disposal of the pumps and motors; and (ii) rehabilitation of the Erial Road water main and installation of a Branch Avenue pressure reducing valve (collectively, the "Project"), all as more particularly described in the information on file in the offices of the Authority and the Authority's Consulting Engineer and available for inspection during normal business hours; and

WHEREAS, the Authority intends to incur expenditures for the costs of engineering, obtaining various permits and approvals, and preparation, design, planning, acquisition and installation of the Project including, without limitation, expenditures to certain of its consultants, engineers, attorneys and others for services rendered in connection with the Project (collectively, the "Project Costs"); and

WHEREAS, the Authority intends to pay such expenditures using temporarily available funds in anticipation of reimbursing such expenditures from the proceeds of bonds or other obligations hereafter issued by the Authority in the aggregate principal amount of up to \$4,431,000 ("Project Debt Obligations"); and

WHEREAS, the Authority desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

NOW, THEREFORE, BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY AND THE MEMBERS THEREOF, AS FOLLOWS:

Section 1. The Authority hereby declares its reasonable expectation to reimburse the expenditures paid by the Authority to pay the Project Costs prior to the date of issuance of the Project Debt Obligations including, without limitation, expenditures to certain of its consultants, engineers, architects, attorneys and others for services rendered in connection with the Project, out of the proceeds of the Project Debt Obligations which are to be issued by the Authority after the date of this Resolution.

Section 2. This Resolution is intended to be and hereby is a declaration of the Authority's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Authority, in accordance with Treasury Regulations §150-2.

Section 3. The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$4,431,000.

Section 4. The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

Section 5. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Debt Obligations used to reimburse the Authority for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Project Debt Obligations or another issue of debt obligations of the Authority, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

Section 6. All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

Section 7. This Resolution is to be retained by the Authority and made publicly available for inspection at the offices of the Authority from the date hereof through the date of issuance of the Project Debt Obligations.

Section 8. This Resolution shall take effect immediately upon adoption this 17th day of April, 2019.

Mr. Green made a motion to approve the resolution for reimbursement of expenditures, seconded by Mr. Knott.

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

Nays: None

Abstain: None

Pine Hill Borough Municipal Utilities Authority
Resolution Approving Change Order No. 1 For The
NEW GENERATORS CONTRACT
RESOLUTION #19-45

WHEREAS, on April 8, 2019 the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") received a request from Pennoni Associates, Inc. ("Pennoni") to approve Change Order No. 1, a sixty (60) calendar day time extension which would result in no net increase to the Contract amount for Project No.

PHMUX 18002, the New Generators Contract; and

WHEREAS, Change Order No. 1 is required for completion of the contract due to delays in the manufacturing and delivery of the generators; and

WHEREAS, the Change Order request submitted by Pennoni has been reviewed by staff and the Chairman and Board Members of the PHMUA.

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. Change Order No. 1 for Project No. PHMUX 18002, the New Generators Contract, for a sixty (60) calendar day time extension for completion of the contract due to delays in the manufacturing and delivery of the generators, resulting in no net increase to the contract is hereby approved by the Authority.
3. The Authority's Executive Director, or her assignee, is hereby authorized and directed to execute any and all documents necessary to effectuate the Change Order.

Mrs. Burke made a motion to approve the resolution for the New Generators Contract change order No.1, seconded by Mr. Odenath.

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

Nays: None

Abstain: None

WATER
RESOLUTION #19-46

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

1447000-0	\$7.70	Leaky Meter Adjustment 2T	75 E 12 TH Ave
2892000-0	\$38.50	Leaky Meter Adjustment 10T	3 Monroe Ct
915000-0	\$61.60	Leaky Meter Adjustment 16T	14 W Spring St
1020000-0	\$26.95	Leaky Meter Adjustment 7T	2802 Bromley Estates

Mr. Green made a motion to approve the Water Billing Adjustments, seconded by Mrs. Burke.

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

Nays: None

Abstain: None

Water Operating

Revenue Resolution #19-47

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.

MC8186	43,823.40	Pine Hill MUA	PERS
MC8187	741.52	BMEU Clerk, Deptford USPS	Supplies - Office
MC8188	365.06	NJ State PWT	State Water Tax
8189	6,613.07	Atlantic City Electric	Utilities - Operating
8190	102.70	Acme Uniforms	Supplies - Operating
8191	13,488.38	AmeriHealth	Health Insurance
8192	2,372.98	The Bank of NY, Mellon	Trustee
8193	54.58	Billows Electric Supply	Supplies - Office
8193	50.68	Billows Electric Supply	Supplies - Operating
8194	115.68	Casa Payroll Service	Supplies - Office
8195	1,200.00	C & C Computer Designs	Supplies - Office
8197	147.97	Comcast	Supplies - Office
8199	1,694.00	Core & Main LP	Meters/Connections
8200	100.00	Debra Corson	Miscellaneous - Office
8201	160.00	Coverall of Philadelphia	Supplies - Office
8202	462.00	Del River Basin Commission	Supplies - Operating
8203	2,075.00	Eurofins QC	Laboratory Testing
8204	12.50	FlexFacts	Supplies - Office
8205	22.50	Flowers and Gifts	Supplies - Office
8206	339.51	Township of Gloucester	Automotive Expense
8207	338.48	W W Grainger	Supplies - Operating
8208	\$14.51	Thomas Hassett	Health Insurance
8209	30.00	Heritage Business Systems	Supplies - Office
8210	108.37	Home Depot	Supplies - Operating
8211	337.31	Horizon BC/BS	Health Insurance
8212	28.75	Matthew Hufner	Health Insurance
8214	58.78	Live Message America	Repair/Maintenance - Office
8215	665.00	Wade, Long Wood & Long	Legal Fees
8216	33.00	Lethal Pest Solutions	Repair/Maintenance - Office
8217	555.47	Miracle Chemical	Chemicals
8218	78.53	Nextel/Sprint	Telephone - Operating
8218	34.17	Nextel/Sprint	Supplies - Operating
8219	20,127.64	NJ American Water	Water Agreement
8221	9,945.50	NJ Utilities Authority JIF	Insurance
8222	56.11	One Call Concepts	Repair/Maintenance - System
8223	490.00	Pennoni Associates	Engineer Fees
8224	39.44	Pat Garvey (Petty Cash)	Supplies - Office
8225	209.75	Pine Hill Hardware	Supplies - Operating
8227	96.38	South Jersey Gas	Utilities - Office
8228	9.00	John Toal	Health Insurance
8229	104.33	Verizon	Repair/Maintenance - System
8230	222.00	Deborah Warrington	Health Insurance

Water Renewal & Replacement

Revenue Resolution #19-48

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.

MC8185	38,642.27	G & G Electrical	Generator Installation
8223	1,953.50	Pennoni Associates	NJIB Loan Appl - Engineer
8223	7,520.25	Pennoni Associates	Water Asset Mgmt PI - Engineer

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

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

Nays: None

Abstain: None

Sewer Operating

Revenue Resolution #19-49

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.

MC8186	29,215.60	Pine Hill MUA	PERS
MC8187	741.51	BMEU Clerk, Deptford USPS	Supplies - Office
8189	2,878.10	Atlantic City Electric	Utilities - Operating
8189	188.94	Atlantic City Electric	Utilities - Office
8190	102.70	Acme Uniforms	Supplies - Operating
8191	8,992.26	AmeriHealth	Health Insurance
8193	54.57	Billows Electric Supply	Supplies - Office
8193	50.67	Billows Electric Supply	Supplies - Operating
8194	115.68	Casa Payroll Service	Supplies - Office
8195	1,200.00	C & C Computer Design	Supplies - Office
8196	88.00	Camden County MUA	Supplies - Office
8196	88.00	Camden County MUA	Supplies - Operating
8198	2,743.61	Consolidated Rail Corporation	Railroad Rental
8204	12.50	FlexFacts	Supplies - Office
8205	22.50	Flowers and Gifts	Supplies - Office
8206	339.50	Township of Gloucester	Automotive Expense
8207	16.77	WW Grainger	Supplies - Operating
8208	9.68	Thomas Hassett	Health Insurance
8210	108.37	Home Depot	Supplies - Operating
8211	224.88	Horizon BC/BS	Health Insurance
8212	19.16	Matthew Hufner	Health Insurance
8213	339.00	Kennedy Marketing	Supplies - Operating
8214	\$58.78	Live Message America	Repair/Maintenance - Office
8215	179.00	Wade, Long, Wood & Long	Legal Fees
8218	78.52	Nextel/Sprint	Supplies - Operating
8221	9,945.50	NJ Utilities Authority JIF	Insurance
8222	56.11	One Call Concepts	Repair/Maintenance - System
8224	39.43	Pat Garvey (Petty Cash)	Supplies - Office
8225	209.74	Pine Hill Hardware	Supplies - Operating
8226	27.00	ProGas	Chemicals
8228	6.00	John Toal	Health Insurance
8229	201.20	Verizon	Repair/Maintenance - System
8230	148.00	Deborah Warrington	Health Insurance
8231	56.84	Xerox Corp	Supplies - Operating
8232	391.87	Xtel Communications	Telephone - Office
8232	197.41	Xtel Communications	Telephone - Operating

Sewer General

Revenue Resolution #19-50

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.

MC8185	4,293.59	G &G Electrical	Generator Installation
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Mr. Knott made a motion to approve the payment of the Sewer Bills, seconded by Mr. Green.

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

Nays: None

Abstain: None

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

All were in favor. Meeting adjourned 8:27 pm.

Respectfully submitted,

Patricia Garvey
Recording Secretary