

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Thursday, **March 26, 2020** at 10:00 am 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. Green, Mr. Hassett
Absent: Mr. Knott, Mr. Odenath, Mrs. Burke

Also in attendance was Mrs. Corson, Executive Director.

Mr. Green made a motion to open the floor to the public, seconded by Mr. Hassett. On voice vote, motion carried. No one was in attendance.

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

Mr. Long stated for the record, this meeting is being held remotely, which is permitted in accordance with PL2020 C11 as signed by the Governor last week.

RESOLUTIONS:

PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
Resolution #20-037

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA”) participates in the Camden County Cooperative Program for the purchase of office supplies; and

WHEREAS, Camden County Board of Chosen Freeholders adopted a Resolution on February 20, 2020 authorizing award of contract by and between the County of Camden Cooperative Members and Office Basics; a one (1) year contract commencing on or about March 1, 2020 through February 28, 2021 with a one-year option to renew, said option to be exercised at the sole discretion of the County, said Resolution attached hereto and incorporated by reference herein; and

WHEREAS, the Commissioners for the Pine Hill Borough Municipal Utilities Authority desire to take advantage of this contract; and

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby authorizes and approves a contract with Office Basics for office supplies for a one (1) year period commencing March 1, 2020 through February 28, 2021.

PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY
Resolution #20-038

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA”) participates in the Camden County Cooperative Program for the purchase of Copy and Computer Paper and Envelopes; and

WHEREAS, Camden County Board of Chosen Freeholders adopted a Resolution on February 20, 2020 authorizing to exercise the six months option to award contracts by and between the County of Camden Cooperative Members and various approved vendors for Copy and Computer Paper and Envelopes, said Resolution attached hereto and incorporated by reference herein; and

WHEREAS, the Commissioners for the Pine Hill Borough Municipal Utilities Authority desire to take advantage of these contracts; and

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby authorizes and approves a contract extension with the various vendors for Copy and Computer Paper and Envelopes for a six month period commencing March 1, 2020 through August 31, 2020.

RESOLUTION #20-039

THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY

**BOND RESOLUTION OF THE PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY AUTHORIZING
AND APPROVING THE ISSUANCE AND SALE OF UP TO
\$4,800,000 OF WATER REVENUE BONDS, IN ONE OR
MORE SERIES, OF THE AUTHORITY; AND
DETERMINING CERTAIN OTHER MATTERS IN
CONNECTION THEREWITH**

**Parker McCay P.A.
Mount Laurel, New Jersey
Bond Counsel**

BACKGROUND

WHEREAS, The Pine Hill Borough Municipal Utilities Authority was created by virtue of an ordinance duly and finally adopted on March 9, 1959, of the Borough of Pine Hill, in the County of Camden, New Jersey ("Borough"), pursuant to and in accordance with the provisions of Chapter 183 of the Laws of the State of New Jersey of 1957, and the acts amendatory thereof and supplemental thereto ("Act"); and

WHEREAS, the Authority is the owner and operator of certain water conveyance facilities ("Water System") within the Authority's service area; and

WHEREAS, the Authority is empowered to acquire, construct, maintain, operate and use projects related to its Water System and to issue bonds of the Authority to finance and refinance such projects relating to said Water System; and

WHEREAS, pursuant to Section 2.08 of the Trust Agreement, by and between the Authority and The Bank of New York Mellon, as successor trustee, ("Trustee"), dated August 1, 1962, as amended and supplemented to date (as amended and supplemented, the "Original Trust Agreement"), the Authority is authorized to issue its revenue bonds to pay the costs of constructing or acquiring additions, extensions and improvements to the Water System; and

WHEREAS, the Authority has determined there exists a need within its service area to undertake capital improvements to its Water System, consisting of: (i) the rehabilitation of the Erial Road Water Main; (ii) installation of a backup well for Well #4; and (iii) decommissioning of Well #6 and Well #7, 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 (collectively, the "Construction Project"); and

WHEREAS, the Authority has determined to issue its Revenue Bonds, Series 2020, in one or more series, in the aggregate principal amount of not-to-exceed \$4,800,000 ("2020 Bonds"), pursuant to and in accordance with the Trust Agreement (as hereinafter defined) to permanently finance the costs of: (i) the Construction Project; (ii) capitalized interest on the 2020 Bonds; and (iii) the costs of issuance and delivery of the 2020 Bonds (collectively, the "Project"); and

WHEREAS, the 2020 Bonds are to be issued under and secured by the Original Trust Agreement, as further amended and supplemented by the Fifth Supplemental Trust Agreement ("Fifth Supplemental Agreement"; together with the Original Trust Agreement, the "Trust Agreement"); and

WHEREAS, the Authority and the Borough have entered into a Service Agreement, dated November 1, 1986 ("Service Agreement"), pursuant to which, unless paid by the Authority, the Borough would be obligated to levy *ad valorem* on all property within the Borough to pay Annual Charges (as defined in the Service Agreement) to the Authority in an amount sufficient to meet the Authority's debt service obligations; and

WHEREAS, it is necessary for the Authority to adopt this resolution to authorize and effectuate the issuance and sale of the 2020 Bonds to finance the Project.

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

ARTICLE I

DEFINITIONS AND INTERPRETATIONS

Section 1.01 Short Title. This resolution may hereafter be cited by the Authority, and is hereafter referred to as the "2020 Bond Resolution".

Section 1.02 Definitions. As used, mentioned or referred to in this 2020 Bond Resolution, the following words, terms and phrases shall have the meanings ascribed thereto, unless the context shall clearly require otherwise.

"2020 Bond Resolution" shall mean this 2020 Bond Resolution, as the same may from time to time be amended and supplemented.

"2020 Bonds" shall mean any of the Bonds of the Authority authorized to be issued by and pursuant to this 2020 Bond Resolution.

Section 1.03 Other Defined Terms. Capitalized terms, not otherwise defined herein, shall have the meanings ascribed thereto in the Trust Agreement, unless the context clearly requires otherwise.

Section 1.04 Interpretations. As the context shall clearly require, words importing persons include persons, firms, associations (whether incorporated or not incorporated), corporations and other organizations of persons. Words importing the singular number include the plural number and vice versa, and words importing the masculine include the feminine.

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ARTICLE II

AUTHORIZATION FOR ADOPTION OF THE 2020 BOND RESOLUTION AND FIFTH SUPPLEMENTAL TRUST AGREEMENT

Section 2.01 Authorization for the 2020 Bond Resolution. This 2020 Bond Resolution is adopted by virtue of the Act and Articles Two and Twelve of the Trust Agreement.

Section 2.02 Trust Agreement to Constitute Contract. In consideration of the purchase and acceptance of any or all of the 2020 Bonds by those who shall own the same from time to time, the provisions of the Trust Agreement shall be a part of the contract of the Authority with the registered owners from time to time of the 2020 Bonds. Pledges made herein and provisions, covenants and agreements herein and in the Trust Agreement set forth to be performed by or on behalf of the Authority shall be for the equal benefit, protection and security of the registered owners of any and all of the 2020 Bonds in accordance with the true tenor and meaning of such pledges, provisions, covenants and agreements. Each and every one of the 2020 Bonds, regardless of the time or times of their issuance or authentication shall, when duly authenticated, be of equal rank, without preference, priority or distinction as to payments of principal or redemption price thereof and interest thereon, except as may otherwise be expressly provided herein or in the Trust Agreement, and shall, for all purposes thereof and hereof, constitute a series of "Additional Bonds" as referred to in Article Two thereof.

Section 2.03 Authorization of Fifth Supplemental Trust Agreement. A Fifth Supplemental Trust Agreement under which the 2020 Bonds will be issued, in form to be approved by the Executive Director of the Authority, is hereby authorized and the Chairman or Vice Chairman are hereby severally authorized and directed to execute and deliver, and the Secretary or Assistant Secretary is hereby authorized and directed to attest and affix the corporate seal of the Authority to the Fifth Supplemental Trust Agreement in substantially such form, with such changes therein as counsel may advise and the officers executing the same may approve, their approval to be evidenced by their execution thereof. All provisions of said Fifth Supplemental Trust Agreement, and the covenants and agreements therein contained, shall be considered a part of the Trust Agreement.

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ARTICLE III

AUTHORIZATION OF THE PROJECT; DESCRIPTION AND ESTIMATED COSTS THEREOF; AND AUTHORIZATION OF 2020 BONDS

Section 3.01 Authorization of the Project; Description and Estimated Cost. Pursuant to the Act, the Authority hereby authorizes the completion of the Project and authorizes and declares the Project to be an authorized project of the Authority within the meaning of such term, as defined in the Act. The estimated cost of the Project is hereby stated to be \$4,800,000. Said sum includes deposits, if any, to any reserve funds; legal, financial and accounting fees; all other professional and advisory fees; printing, rating agency fees and all other costs of issuance with respect to the 2020 Bonds, including a premium for a municipal bond insurance policy, if necessary.

Section 3.02 Authorization of 2020 Bonds. To provide funds for the costs of the Project, the issuance by the Authority of the 2020 Bonds in the aggregate principal amount of up to \$4,800,000 is hereby authorized, approved, ratified and confirmed. Each 2020 Bond shall be entitled, "Water Revenue Bond, Series 2020".

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ARTICLE IV

TERMS OF THE 2020 Bonds

Section 4.01 Obligation of 2020 Bonds. The 2020 Bonds shall be issued as "Additional Bonds" pursuant to the terms of Section 2.08 of the Trust Agreement and, as such, the 2020 Bonds shall be special obligations of the Authority payable from and secured by a pledge of the Net Revenues of the Authority and from any other funds which are pledged and assigned for the payment of the 2020 Bonds under the terms of the Trust Agreement. The 2020 Bonds shall be in all respects equally and ratably secured with the other Bonds issued under the Trust Agreement. The 2020 Bonds shall be additionally secured pursuant to the terms of the Service Agreement.

Section 4.02 Terms of the 2020 Bonds. The 2020 Bonds shall be dated, contain such redemption provisions, bear interest at such rate or rates of interest per annum and shall mature on such date or dates as shall be determined by a supplemental bond resolution ("2020 Sale Resolution") and the Fifth Supplemental Trust Agreement of the Authority. The 2020 Sale Resolution and the Fifth Supplemental Trust Agreement may contain such other terms and provisions with respect to the 2020 Bonds which are not established by the terms of the Trust Agreement or by the terms hereof and which are not inconsistent with the provisions thereof and hereof.

Section 4.03 Redemption Provisions. The 2020 Bonds may be subject to optional or mandatory sinking fund redemption on the dates and in the amounts as established by and as set forth in the 2020 Sale Resolution and the Fifth Supplemental Trust Agreement.

Section 4.04 Form of 2020 Bonds. The 2020 Bonds, and the Certificate of Authentication thereof, shall be substantially in the form set forth in the Trust Agreement as Bond Counsel may advise and as the Trust and State shall approve with such omission, insertions and variations as may be required or necessary. The 2020 Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to principal and interest in lawful money of the United States of America. The 2020 Bonds will be executed on behalf of the Authority by the manual signatures of the Chairman or Vice Chairman, attested by the Secretary or Assistant Secretary (such execution shall constitute conclusive approval by the Authority of the form of the 2020 Bonds), and shall bear the affixed, imprinted or reproduced seal of the Authority thereon.

Section 4.05 Book-Entry System. In order to provide for the initial issuance of the 2020 Bonds in a form that provides for a system of book-entry only transfers, the ownership of one fully registered bond for each maturity of the 2020 Bonds, in the aggregate principal amount of such maturity, shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York, as securities depository for the 2020 Bonds ("Securities Depository"). The Chairman and Executive Director of the Authority are hereby authorized to execute and deliver on behalf of the Authority such letters to, or agreement with, the Securities Depository as shall be necessary to effectuate such book-entry system.

The Authority may remove the Securities Depository at any time. If at any time the Securities Depository shall resign or shall become incapable of acting, then the Authority shall appoint a successor securities depository to provide a system of book-entry only transfers for the 2020 Bonds, by written notice to the Securities Depository directing it to notify its participants

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(those persons for whom the securities depository holds securities) of the appointment of a successor securities depository.

The Authority may terminate the system of book-entry only transfers for the 2020 Bonds at any time, by written notice to the securities depository directing it to notify its participants of the availability of 2020 Bond certificates. In such event, the Authority shall issue and the Trustee shall authenticate, register and deliver to the beneficial owners of the 2020 Bonds, 2020 Bond certificates in replacement of such beneficial owners' beneficial interests in the 2020 Bonds, all as shown in the records maintained by the securities depository.

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ARTICLE V

APPLICATION OF PROCEEDS AND APPOINTMENT OF FIDUCIARY

Section 5.01 Issuance of the 2020 Bonds. The 2020 Bonds are hereby directed to be executed by, or on behalf of, the Authority and delivered to the Trustee (hereinafter determined) for authentication by the Trustee. Thereupon, the 2020 Bonds shall be authenticated by the Trustee, and subject to the fulfillment of the criteria in Section 2.08 of the Trust Agreement, delivered by the Trustee to the Authority upon its order.

Section 5.02 Application of Proceeds of the 2020 Bonds. At or prior to the closing date for the 2020 Bonds, the Authority shall deliver to the Trustee a Certificate of the Authority which shall indicate: (i) the proceeds from the sale of the 2020 Bonds; and (ii) the amount of such proceeds to be deposited:

- (a) in the Debt Service Reserve Account to meet the requirements of the 2020 Bonds Debt Service Reserve Requirement; and
- (b) in the 2020 Project Account in the Construction Fund to pay the costs of the Construction Project, including the costs of issuance of the 2020 Bonds; and
- (c) such other funds and accounts as shall be deemed necessary or desirable by the Authority and as shall be set forth in the Fifth Supplemental Indenture.

Section 5.03 Appointment of Fiduciary. The Bank of New York Mellon, Woodland Park, New Jersey, is hereby appointed trustee, paying agent and registrar ("Trustee") in connection with the 2020 Bonds to serve as such pursuant to the terms hereof and the Trust Agreement. The Chairman, Vice Chairman and Executive Director are each hereby authorized to execute on behalf of the Authority an agreement directed to contract with the Trustee for the services to be provided in connection with the 2020 Bonds.

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ARTICLE VI
APPROVAL OF FINANCING DOCUMENTS; PAYMENT COVENANT
OFFERING MATERIALS AND FEDERAL TAX COVENANTS

Section 6.01 Preliminary and Final Official Statements. The preparation and distribution to prospective purchasers and others of a preliminary official statement (Preliminary Official Statement") relating to the 2020 Bonds by an underwriter selected by the Authority as set forth in the 2020 Sale Resolution and the Fifth Supplemental Trust Agreement in "final form" as contemplated by paragraph (b)(1) of Rule 15c2-12 under the Securities Exchange Act of 1934, as amended, promulgated by the Securities and Exchange Commission, are hereby approved, adopted, confirmed and ratified. The final official statement relating to the 2020 Bonds, substantially in the form of the preliminary official statement, with such appropriate insertions and modifications as counsel may advise and officers of the Authority executing the same may approve, is hereby authorized and approved to be distributed to the purchasers of the 2020 Bonds and others. The Chairman, Vice Chairman and Executive Director of the Authority are hereby severally authorized and directed to so approve, execute and deliver the final Official Statement in the name and on the behalf of the Authority.

Section 6.02 Secondary Market Disclosure. In order to assist the underwriters of the 2020 Bonds in complying with the secondary market disclosure requirements of Rule 15c2-12, the Chairman, Vice Chairman and Executive Director are each hereby authorized to execute on behalf of the Authority an agreement with a dissemination agent, providing for the preparation and filing of the necessary reports in accordance with the requirements of Rule 15c2-12.

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ARTICLE VII
TAX MATTERS

Section 7.01 Federal Tax Covenants. The Authority hereby covenants that it will not make any use of the proceeds of the 2020 Bonds or do or suffer any other action that would cause: (i) the 2020 Bonds to be "arbitrage bonds" as such term is defined in Section 148(a) of the Internal Revenue Code of 1986, as amended ("Code"), and the Regulations promulgated thereunder; (ii) the interest on the 2020 Bonds to be included in the gross income of the registered owners thereof for federal income taxation purposes; or (iii) the interest on the 2020 Bonds to be treated as an item of tax preference under Section 57(a)(5) of the Code.

Section 7.02 Additional Tax Covenants. The Authority hereby covenants as follows:

- (a) it has not abandoned, sold or otherwise disposed of any facility, equipment or improvement financed directly or indirectly with the proceeds of the Prior Bonds;
- (b) it does not intend to, during the maximum term of the 2020 Bonds, abandon, sell or otherwise dispose of any facility, equipment or improvement financed or refinanced directly or indirectly with the proceeds of the Bonds;
- (c) it shall timely file with the Internal Revenue Service Center, Ogden City, Utah, 84201, such information report or reports as may be required by Section 148(f) and 149(e) of the Code;
- (d) it shall take no action that would cause the 2020 Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Code;
- (e) it will not employ an abusive arbitrage device in connection with the issuance by it of the 2020 Bonds;
- (f) the amount of "excess proceeds", as such term is defined in Income Tax Regulation §1.148-10(c), of the Bonds will not exceed one percent (1%) of the proceeds received from the sale of the portion of the 2020 Bonds allocable to funding of an escrow sufficient, together with other available funds of the Authority and income from the investment thereof to pay the redemption price of the Callable Bonds and interest due thereon on January 1, 2011;
- (g) it shall make, or cause to be made, the rebate required by Section 148(f) of the Code in the manner described in Regulation §1.148-0 through 1.148-11, as such regulations and statutory provisions may be modified insofar as they apply to the 2020 Bonds; and

Section 7.03 Bank Qualification Designation. The Authority hereby designates the 2020 Bonds as "qualified tax-exempt obligations" as defined in and for the purposes of Section 265(b)(3) of the Code. For purposes of this designation, the Authority hereby represents that: (i) during the period from January 1, 2020 through and including the date the Authority reasonably anticipates that the amount of tax-exempt obligations to be issued by it during the period from January 1, 2020 to December 31, 2020, and the amount of obligations designated as "qualified tax-exempt obligations" by it, will not exceed \$10,000,000 when added to the aggregate principal amount of the 2020 Bonds.

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For purposes of this Section 6.04, the following obligations are not taken into account in determining the aggregate principal amount of tax-exempt obligations issued by the Authority: (i) a private activity bond, as defined in Section 141 of the Code (other than a qualified 501(c)(3) bond, as defined in Section 145 of the Code); and (ii) any obligation issued to refund any other tax-exempt obligation (other than to advance refund within the meaning of Section 149(d)(5) of the Code) as provided in Section 265(b)(3)(c).

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ARTICLE VIII

MISCELLANEOUS

Section 8.01 Amendments; Supplements. At any time, a supplemental resolution of the Authority may be adopted for the purpose of supplementing this 2020 Bond Resolution.

Section 8.02 No Personal Liability on the 2020 Bonds. Pursuant to *N.J.S.A.* 40:14B-33, neither the members of the Authority nor any person executing the 2020 Bonds shall be personally liable on the 2020 Bonds by reason of execution or issuance thereof. As an explicit and material portion of the consideration for the adoption of the 2020 Bond Resolution and the issuance of the 2020 Bonds, no member, officer or employee of the Authority shall be personally liable for the indebtedness evidenced by the 2020 Bonds or pursuant to any claim thereon or alleged to arise from this 2020 Bond Resolution.

Section 8.03 Acts of Officers. The Chairman, Vice Chairman, other members of the Authority and the Executive Director are hereby jointly and severally authorized and directed to do and perform all things and execute all documents, instruments and certifications in the name of the Authority and to make all payments necessary or, in their opinion, advisable, to enable the Authority to carry out its obligations under the terms of this 2020 Bond Resolution.

Section 8.04 Severability of Invalid Provisions. If any one or more of the provisions, covenants or agreements in this 2020 Bond Resolution on the part of the Authority or the Trustee to be performed should be finally determined to be contrary to law, such provision or provisions, covenant or covenants, agreement or agreements, shall be deemed severable from the remaining provisions, covenants and agreements, and shall in no way affect the validity of the other provisions hereof or of any of the 2020 Bonds.

Section 8.05 Ratification of Actions Taken; Further Actions Authorized. All actions heretofore taken and documents prepared or executed by or on behalf of the Authority by its Members, Executive Director, other Authority officials and by the Authority's professional advisors, in connection with the issuance of the 2020 Bonds are hereby ratified, confirmed, approved and adopted. Such members and officials are hereby jointly and severally authorized and directed to determine all matters and execute all documents and instruments in connection with the issuance of the 2020 Bonds not determined or otherwise directed to be executed by the Act, the Trust Agreement or this 2020 Bond Resolution, and the signatures of such members and officials on any such documents or instrument shall be conclusive as to such determinations.

Section 8.06 Inconsistent Resolutions Rescinded. All resolutions, or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

Section 8.07 Successors and Assigns. Whenever in this 2020 Bond Resolution the Authority is named or referred to, it shall be deemed to include its successors and assigns. All of the covenants, stipulations, obligations and agreements by or on behalf of, and other provisions for the benefit of, the Authority contained in this 2020 Bond Resolution shall bind and inure to the benefit of such successors and assigns and shall bind and inure to the benefit of any officer, board, commission, authority, agency or instrumentality to whom or to which there shall be transferred by or in accordance with law, or who or which is empowered to exercise or perform, any right, power or duty of the Authority, or of its successors or assigns, the possession of which is necessary or

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appropriate in order to comply with or perform any of the covenants, stipulations, obligations, agreements or other provisions of this 2020 Bond Resolution or comply with or fulfill any conditions set forth in the Trust Agreement.

Section 8.08 Parties Interested Herein. Nothing in this 2020 Bond Resolution, expressed or implied, is intended or shall be construed to confer upon, or give to, any person or corporation, other than the Authority, the Trustee and the registered owners of the 2020 Bonds, any right, remedy or claim under, or by reason of, this 2020 Bond Resolution, the Trust Agreement or any covenant, condition or stipulation hereof or thereof. All the covenants, stipulations, promises and agreements in this 2020 Bond Resolution or the Trust Agreement contained by and on behalf of the Authority shall be for the sole and exclusive benefit of the Authority, the Trustee and the registered owners of the 2020 Bonds.

Section 8.09 Notice of Adoption of Bond Resolution. A copy of this 2020 Bond Resolution shall be filed for public inspection in the office of the Authority and in the office of the Clerk of the Township. The Secretary of the Authority is hereby authorized and directed to publish, or cause to be published, in a newspaper published or circulating in the Township a notice stating the fact and date of the adoption of this 2020 Bond Resolution and the places where this 2020 Bond Resolution has been filed for public inspection, and such further information as is required pursuant to *N.J.S.A. 40:14B-28*.

Section 8.10 Statutory Recital. Pursuant to *N.J.S.A. 40:14B-30(16)*, each and every matter and course of conduct herein set forth is hereby declared to be included in this 2020 Bond Resolution to further secure the payment of the principal of and interest on the 2020 Bonds.

Section 8.11 Effective Date. This 2020 Bond Resolution shall take effect upon adoption in accordance with the Act, specifically *N.J.S.A. 40:14B-14(e)*.

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PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
COUNTY OF CAMDEN
STATE OF NEW JERSEY
Resolution#20-040

WHEREAS, Acme Uniforms has provided the lowest bid for office cleaning services for the Administrative Building of the Pine Hill Borough Municipal Utilities Authority (“PHBMUA”) ; and

WHEREAS, a two (2) year Contract beginning May 1, 2020, has been provided to the Authority for these services on a weekly schedule, at an annual cost not to exceed \$3,000.00; 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 Uniform Rental Contract to Acme Uniforms in the amount not to exceed \$3,000.00.

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

RESOLUTION APPROVING INFORMATION
TECHNOLOGY PRACTICE POLICY

Resolution #20-041

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA” and/or “Authority”) desires to establish as policy certain information technology practices; and

WHEREAS, compliance with various practices will enable Pine Hill Borough Municipal Utilities Authority to claim a reimbursement of paid insurance deductible in the event the member files a claim against Pine Hill Borough Municipal Utilities Authority’s cyber insurance policy, administered through New Jersey Utilities Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund; and

WHEREAS, the PHMUA has drafted an Information Technology Practice Policy in a form attached to and made apart hereof; and

WHEREAS, the Information Technology Practice Policy was reviewed and approved by the Solicitor 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 PHMUA hereby adopts the Information Technology Practice Policy.
3. The Executive Director and/or her designee are hereby authorized to take any and all steps

- necessary to effectuate this Information Technology Practice Policy.
4. This Resolution shall take effect immediately upon its adoption.

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AWARDING ERIAL ROAD WATERMAIN REHABILITATION CONTRACT
Resolution #20-042

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") advertised for public bids for the Erial Road Watermain Rehabilitation Contract; and

WHEREAS, on January 9, 2020, the PHMUA received two (2) bids for the Erial Road Watermain Rehabilitation Contract as follows:

VENDOR

1. J. Fletcher Creamer and Son, Inc.
2. Dewcon, Inc.

BASE BID

\$2,915,694.00
\$4,120,191.00; and

WHEREAS, the Authority's Solicitor issued a written opinion letter opining that the bid submitted by the apparent low bidder J. Fletcher Creamer and Son, Inc. complied with the material aspects of the Bid Specifications for the Erial Road Watermain Rehabilitation Contract and recommended the award of the contract to said bidder as the lowest responsible bidder; and

WHEREAS, the Authority's Executive Director and Consulting Engineer, Pennoni Associates, Inc., concur with said recommendation awarding the Erial Road Watermain Rehabilitation Contract to J. Fletcher Creamer and Son, Inc.; and

WHEREAS, the Chairman and Members of the PHMUA concur with the aforementioned recommendations and desire to award the contract for the Erial Road Watermain Rehabilitation Contract to J. Fletcher Creamer and Son, Inc.

NOW, THEREFORE BE IT RESOLVED by the Pine Hill Borough Municipal Utilities Authority, a body corporate and politic as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The contract for Erial Road Watermain Rehabilitation Project is hereby awarded to J. Fletcher Creamer and Sons, Inc. in the base bid amount for the total sum of \$2,915,694.00; and
3. The Authority's Executive Director, and/or her designee, is hereby authorized and directed to execute the Contract and any and all other documents necessary to effectuate the award of this bid.

Resolution #20-043

Renewal & Replacement Resolution

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined the need to purchase two (2) 2020 Ford F-250 Truck Extended Cab and Utility Body; and

WHEREAS, it will be necessary to appropriate funds from the Renewal & Replacement Fund in order to make this purchase.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$35,862.00 from the Renewal & Replacement Fund, which is required to purchase this truck, is 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.

Resolution #20-044

Sewer General Resolution

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined the need to purchase two (2) 2020 Ford F-250 Truck Extended Cab and Utility Body; and

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

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$35,862.00 from the Sewer General Fund, which is required to purchase this truck, is 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.

Resolution #20-045

Resolution Authorizing an Award of Contract By and Between the Pine Hill Borough Municipal Utilities Authority and Winner Cherry Hill Ford for the Purchase of Two (2) 2020 Ford F250 Extended Cab Pickup Trucks Under State of New Jersey Contract A88726, T2100

WHEREAS, Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") desires to purchase two (2) 2020 Ford F250 Extended Cab Pickup Trucks; and

WHEREAS, said trucks are available for purchase under State of New Jersey Contract Under State of New Jersey Contract A88726, T2100;

WHEREAS the Authority desires to purchase two (2) 2020 Ford F250 Extended Cab Pickup Trucks Under State of New Jersey Contract A88726, T2100 from Winner Cherry Hill Ford in the amount of \$71,724.00.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners 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 purchase of two (2) 2020 Ford F250 Extended Cab Pickup Trucks Under State of New Jersey Contract A88726, T2100 from Winner Cherry Hill Ford in the amount of \$71,724.00is hereby authorized.
- 3. The Chairman, Executive Director and/or their designee hereby authorized to take any and all steps necessary to effectuate the purchase.
- 4. Funds are available for this purchase.

**WATER
RESOLUTION #20-046**

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

1735000-0 34 E. 6th Avenue \$35.00 Turn on Fee Billed in Error

**Water Operating
Revenue Resolution #20-047**

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.

MC 8785	43,651.20	Pine Hill MUA	Annual EmployerAppropriation
8736	6,585.68	Atlantic City Electric	Utilities - Operating
8737	78.35	Acme Uniforms	Supplies - Operating
8737	18.50	Acme Uniforms	Supplies - Office
8738	53.00	Allbrand Supply Inc	Supplies - Operating
8739	13,747.51	Amerihealth Ins Co of NJ	Health Insurance
8740	20.00	Authenticom Services LLC	Supplies - Office
8741	12.11	Billows Electric Supply Co Inc	Supplies - Office
8742	124.73	Casa Payroll Service LLC	Supplies - Office
8743	1,125.00	C & C Computer Designs	Supplies - Office
8746	31.58	Debra Corson	Training/Educ - Admin
8747	50.68	Courier Post Inc	Supplies - Office
8749	471.00	Delaware River Basin Comm	Supplies - Operating
8750	901.45	Emergency Systems Service Co	Repair/Maintenance - System
8751	530.00	Eurofins QC Inc	Laboratory Testing
8752	12.50	FlexFacts	Supplies - Office
8753	22.50	Flowers & Gifts	Supplies - Office
8754	511.84	Township of Gloucester	Automotive Expense
8755	35.83	Michael Grogan	Health Insurance
8756	22.73	Thomas Hassett	Health Insurance
8757	30.00	Heritage Business Systems Inc	Supplies - Office
8758	325.98	Horizon BC/BS Inc	Health Insurance
8759	55.62	Independent Alarm Inc	Repair/Maintenance - Office
8759	61.80	Independent Alarm Inc	Repair/Maintenance - Building
8760	24.00	Intercounty Newspaper Grp Inc	Supplies - Office
8762	55.76	Live Message America Acqu	Repair/Maintenance - Office
8763	442.25	Wade, Long, Wood & Long	Legal Fees
8765	508.05	Miracel Chemical Co Inc	Chemicals
8766	78.65	Nextel/Sprint Inc	Telephone - Operating
8766	34.17	Nextel/Sprint Inc	Supplies - Operating
8767	19,962.71	New Jersey American Water	Water Agreement
8768	60.00	NJ Water Association Inc	Supplies -Operating
8769	148.75	NJ Motor Vehicle Commission	Automotive Expense
8770	141.72	Office Basics	Supplies - Office
8771	16.67	One Call Concepts Inc	Repair/Maintenance - System
8772	1,523.00	Pennoni Associates Inc	Engineer Fees

8773	234.39	Pine Hill MUA	Supplies - Office
8774	117.71	Pine Hill Hardware Inc	Supplies - Operating
8775	27.00	ProGas Inc	Chemicals
8776	4,356.00	Rio Supply Inc	Meters/Connections
8777	28.47	Sams Club	Supplies - Office
8777	25.83	Sams Club	Supplies - Operating
8778	29.82	South Jersey Gas Co Inc	Utilities - Operating
8779	70.00	SNJ Chapter NIGP	Training/Educ - Admin.
8780	8.96	John Toal	Health Insurance
8781	102.60	Verizon Inc	Repair/Mainenance - System
8782	61.46	James Wakeley	Health Insurance
8783	13.90	Deborah Warrington	Health Insurance

Water Renewal & Replacement

Revenue Resolution #20-048

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.

8772	2,495.57	Pennoni Associations Inc	Erial Rd Watermain Rehab
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Sewer Operating

Revenue Resolution #20-049

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.

MC 8785	29,100.80	Pine Hill MUA	Annual Employer Appropriation
8736	3,176.77	Atlantic City Electric	Utilities - Operating
8736	188.26	Atlantic City Electric	Utilities - Office
8737	78.34	Acme Uniforms	Supplies - Operating
8737	18.50	Acme Uniforms	Supplies - Office
8738	53.00	Allband Supply Inc	Supplies - Operating
8739	9,165.00	Amerihealth Ins Co of NJ	Health Insurance
8740	20.00	Authenticom Inc	Supplies - Office
8741	12.11	Billows Electric Supply Co Inc	Supplies - Office
8742	124.73	Casa Payroll Service LLC	Supplies - Office
8743	1,125.00	C & C Computer Designs LLC	Supplies - Office
8744	2,365.00	Clementon Sewerage Authority	Transmittal Agreements
8745	149.57	Comcast Inc	Supplies - Office
8746	100.00	Debra Corson	Miscellaneous - Office
8746	31.57	Debra Corson	Training/Educ - Admin
8747	50.68	Courier Post Inc	Supplies - Office
8748	160.00	Coverall of Philadelphia Inc	Supplies - Office
8752	12.50	FlexFacts	Supplies - Office
8753	22.50	Flowers and Gifts	Supplies - Office
8754	511.83	Township of Gloucester	Automotive Expense
8755	23.89	Michael Grogan	Health Insurance
8756	15.15	Thomas Hassett	Health Insurance
8758	217.32	Horizon BC/BS Inc	Health Insurance
8759	55.62	Independent Alarm Inc	Repair/Maintenance - Office
8759	61.80	Independent Alarm Inc	Repair/Maintenance - Building
8760	24.00	Intercounty Newspaper Grp Inc	Supplies - Office
8761	11,386.50	Lindenwold Sewer Authority	Transmittal Agreement
8762	\$55.75	Live Message America Acqu	Repair/Maintenance - Office
8763	739.25	Wade, Long, Wood & Long	Legal Fees
8764	33.00	Lethal Pest Solutions Inc	Repair/Maintenance - Office
8766	78.64	Nextel/Sprint Inc	Telephone - Operating
8769	148.75	NJ Motor Vehicle Commission	Automotive Expense
8770	141.71	Office Basics	Supplies - Office
8771	16.67	One Call Concepts Inc	Repair/Maintenance - System
8773	234.39	Pine Hill MUA	Supplies - Office

8774	117.71	Pine Hill Hardware Inc	Supplies - Operating
8777	28.47	Sams Club	Supplies - Office
8777	25.83	Sams Club	Supplies - Operating
8778	98.03	South Jersey Gas Co	Utilities - Office
8778	43.28	South Jersey Gas Co	Utilities - Operating
8779	70.00	SNJ Chapter NIGP	Training/Educ - Admin
8780	5.98	John Toal	Health Insurance
8781	194.29	Verizon Inc	Repair/Maintenance - System
8782	40.98	James Wakeley	Health Insurance
8783	9.26	Deborah Warrington	Health Insurance
8784	276.21	Xtel Communications Inc	Telephone - Office
8784	308.04	Xtel Communications Inc	Telephone - Operating

Mr. Green made a motion to approve all Resolutions as read, seconded by Mr. Hassett.

Ayes: Mr. Buscher, Mr. Green, Mr. Hassett

Nayes: None

Abstain: None

Mr. Hassett made a motion to adjourn, seconded by Mr. Green.

All were in favor.

Meeting adjourned 10:05 am.

Respectfully submitted,

Patricia Garvey
Recording Secretary