

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **March 20, 2024** at 7:00 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

PINE HILL MUNICIPAL UTILITIES AUTHORITY

AGENDA

Wednesday, March 20, 2024
7:00 PM

PLEDGE OF ALLEGIANCE TO THE FLAG

OPEN PUBLIC MEETING ACT

ROLL CALL

OPEN THE FLOOR TO THE PUBLIC

MINUTES OF THE FOLLOWING MEETING
March 20, 2024

CORRESPONDENCE

1. Township of Winslow Public Hearing

REPORTS

1. ENGINEER
2. SOLICITOR
3. LICENSED OPERATIONS MANAGER
4. EXECUTIVE DIRECTOR
5. BOARD MEMBERS

NEW BUSINESS

OLD BUSINESS

RESOLUTION

1. Authorize 1 – 2.3 GPH Chlorine Pump for Turnerville Rd
2. Authorize 1 – 24 GDP Chlorine Pump for Country Club RD
3. Authorize Advertisement for Emergency Repairs
4. Payment of Bills

ADJOURNMENT

Mr. Odenath 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. Odenath, Mr. Knott, Mrs. Burke, Mr. Ford,

Absent: Mr. Green, Mr. Hassett, Mr. Harris

Also in attendance was Mr. Buirch executive Director, Mr. John Toal, Operations Manager, Mr. Hugh Dougherty Engineer, Mr. Chris Long, Solicitor.

Mrs. Burke made a motion to seat Mr. Ford, seconded by Mr. Knott. Motion carried.

Mrs. Burke made a motion to open the floor to the public, seconded by Mr. Knott. Motion carried.
No one was present from the public.

Mrs. Burke made a motion to close the floor to the public, seconded by Mr. Ford. Motion carried.

Minutes:

Mr. Knott made a motion to approve the minutes of the February 21, 2024, meeting, seconded by Mrs. Burke.

Ayes: Mr. Odenath, Mr. Knott, Mrs. Burke, Mr. Ford,

Nayes: None

Abstain:

Correspondence:

1. From the Township of Winslow – Public Hearing

Mr. Knott made a motion to approve the correspondence, seconded by Mr. Ford. Motion carried.

**ENGINEER'S REPORT
FOR**

PHMUX 24003

**PINE HILL BOROUGH MUA
March 20, 2024 Meeting**

I. Active Projects

1. Various Water Projects
 - a. New Well "Well 8" and Well 6 & 7 Decommissioning
 - 1) Opened Bids 7/7, Awarded to AC Schultes for \$1,554,150.00.
 - 2) Drilling complete to 672 LF; Interlock new well controls with the existing tank controls. Testing completed. Chlorine contact tank installed. Original estimate 900 gpm, potential increase to 1,180 gpm.
 - 3) Bureau of Water System Engineering "BWSE" Permit to Construct approved.
 - 4) Pennoni met with AC Schultes Feb 6th to review schedule. AC Schultes coordinating electrical changes in design.
 - b. Asset Management Plan (PHMUX 18007)
 - 1) Plan provided to MUA; Implemented April, 2019.
 - 2) Update/Develop a 5-year capital plan for all assets. Review all assets including buildings.
 - c. Backflow Prevention Assembly at NJ American Water Interconnection
 - 1) MUA inspection program.
 - d. Investigate existing Branch Avenue PRV to increase flow capacity for fire safety.
 - 1) Site meeting held 8/29. Pennoni submitting design details and cost estimate for MUA review.
 - e. Yearly Tank Inspections.
 - 1) Clement Avenue Tank Inspection provided.
2. Federal Law America's Water Infrastructure Act of 2018

- a. Compliant with Risk and Resilience provisions.
3. Water Allocation Permit
 - a. Permit Renewal issued February 22, 2018. Permit expires February 29, 2028.
 - b. Well status update; John Toal submitted through E2 electronic filing. (Deadline Jan 31).
 - c. Pennoni to submit 2023 DRBC Audit (Deadline March 31st).
 - d. Request to reduce water purchase contract to NJAW Co approved effective June 2024.
 - e. Pennoni submitted Synthetic Organic Compound (SOC) testing waiver.
 4. Map and Regulation Updates
 - a. Awaiting MUA markups.
 - b. Pennoni incorporated MUA CAD data into GIS (NJDEP requirement). Meeting held 11/8 with MUA personnel to review GIS capabilities.
 - c. Solicitor to draft rule change for "Change in Use" connection fees.
 5. Plant Roof
 - a. Maintenance bond expires 10/31/2024.
 6. Bromley Estates Pump Station Generator
 - a. Maintenance Bond expires July 2025.
 7. Annual Water Bond Trustee Report
 - a. Pennoni submitted 2023 report.
 8. Country Club and Turnerville Tank
 - a. Preliminary Approval for I-Bank Loan. Estimated budget: \$1.82 Million.
 - b. DEP approved Environmental Planning Report; Specifications submitted for DEP review.
 9. Water Meter Replacement
 - a. DEP approved Environmental Planning Report; Specifications submitted to DEP for Review.
 - b. DEP provided checklist. Pennoni revising specifications based on DEP.
 - c. Specs require contractor notices and provisions for weekend appointments.
 10. Tall Pines Sewer Pump Station
 - a. Cost estimate provided to MUA for installation of permanent generator.
 11. Vibratory Rollers
 - a. Meeting held 2/13 with Borough to discuss use of nonvibratory rollers on paving projects.
 12. Emergency Repair Contract
 - a. Pennoni preparing specifications for emergency repair pool of contractors.

II. Other Projects

1. Pine Valley Developers (Fairway Pines) Use Variance
 - a. Use variance approval for 85 units.
 - b. NJDEP permits submitted.

- c. Branch Avenue/3rd Avenue PRV design and installation to provide redundancy.
- 2. Carl Pursell- 121 Berlin-Cross Keys Road
 - a. 20-year Recapture Agreement for Amboy Bank.
- 3. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Amboy Bank sold property.
 - b. Recapture agreement discussion with new property owner.
 - c. As-builts sent to new property owner.
- 4. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612) (Property purchased by Carl Pursell)
 - a. Pennoni issued bond release recommendation (release not recommended).
- 5. Waiver for Water Connection
 - a. 251 Cross Keys Road Truck Facility.
 - b. 166 Watsonstown New Freedom Road.
- 6. Issued Treatment Works Approvals
 - a. Fairway Pines.
- 7. Tank Antenna
 - a. ATT: Turnerville.
 - b. Cellco/Verizon: Mt. Clement.
 - c. Cellco/Verizon: Turnerville; Request for antenna swap-out.
 - d. T-Mobile/MetroPCS: T-Mobile request for generator installation.
 - e. T-Mobile/MetroPCS: Turnerville; Request for generator installation.
 - f. Sprint: Mt. Clement; Decommissioning underway. Demo work substantially complete.
 - g. Ham Radio Operator Antenna: Turnerville.

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Mr. Hugh Dougherty provided a summary of various active projects listed on the Engineer report: Meeting with AC Schultes,
Waiting to hear from I-Bank – hopefully by the end of April.

Solicitor's Report: None

OPERATION MANAGER'S MONTHLY REPORT
March 2024

- 1. The following work was completed this month:
 - 39 Utility mark outs serviced
 - 97 Assorted work orders
- 2. We replaced the faulty solenoid, one control valve on the Country Club well #3 altitude valve unit. This controls discharge and refill the water standpipe.

3. We conducted the 2nd sampling event for our UCMR 5 criteria. The samples were shipped to Eurofins Analytical for analysis.
4. We replaced the deteriorated metal boxes at 9 W 7th Ave, 12 Macknight Dr. and on 18 Millstream Rd.
5. We assisted the Public Works Dept. by excavating two locations on W 1st Ave to provide water main location and depth information before their storm sewer upgrade and road resurfacing project.
6. We have completed the first quarter meter readings.
7. We repaired water leaks at 84 Millstream Rd. and 1 Beach St.
8. We serviced sewer backups at 1070 Crest Rd., 31 Wilson Rd., 151 Atlantic Ave and on 16 S. Club Rd.
9. We had new station controls installed at our Madison Ave sewer pump station by municipal maintenance. The new SC-1000 controls replaced the old MDI controls in which parts or service are not available due to the company not in business.
10. We pumped down the sewer wet wells at our Greenwood Ave. and Carol Dr. sewer stations for routine maintenance.
11. We serviced a sewer main blockage on Terrace Ave, also Jetted Greenwood Ave and Kirk Lane for routine maintenance.
12. Both bathrooms were remolded per Dominics request, completed by Mike Grogan.

Thank you,
John Toal

Mrs. Burke made a motion to approve the Operation Manager's Report, seconded by Mr. Ford.

Ayes: Mr. Odenath, Mr. Knott, Mrs. Burke, Mr. Ford,

Nayes: None

PINE HILL MUNICIPAL UTILITIES AUTHORITY EXECUTIVE DIRECTOR'S REPORT

March 20, 2024

I have two resolutions on the agenda tonight for the purchase of (2) LMI Chlorine Pumps for our Turnerville Road and Country Club Water Storage Tanks. The cost for the Turnerville Road pump is \$1,834.00. The cost for Country Club is \$1,479.63. These will be capital items for this year's budget.

We received a letter from NJ DEP concerning Well #8. Anthony Bonasera provided an explanation of the letter as followed: This started with DEP's initial requirement that we install a dedicated monitoring well to test Well 8. We explained to them that this is a \$250k proposition and can we instead use Well 4 as a monitoring well (by keeping Well 4 idle and monitor during Well 8 testing). During this testing, DEP requires use of automated data recorders (dataloggers that are placed in the well to record water levels at a one-minute frequency). We could not fit one in Well 4 – or any automated recording device, and that set us on the path of pulling the pump in Well 4 to install a stilling tube that we could get a logger into. During this time, Schultes advised they could use the air line in Well 4, in conjunction with a nitrogen tank supply (I am not sure of all the details) configured to a logger to automatically record water levels in Well 4. We tested it during regular

operation for a day or so and it seemed to work – which saved us the huge expense and effort of pulling the Well 4 pump (we were also concerned about pulling the Well 4 pump due to access, along with the fact that Well 2 was down due to odor issues and we didn't want to threaten our anchor supply).

When we went to do the Well 8 test, the Schultes nitrogen method did not work – it erroneously recorded water levels all over the place – and not agreeing with our manual measurements from Well 4. So, when we submitted the application, we submitted the manual data but did not have the automated data we said we would provide in the original plan, and they deemed the test deficient. In reality the manual data collected can be used to assess Well 8 performances, but they called the test deficient – in my opinion b/c they have a young person at NJGS who is academic beyond reason and stuck on the need for perfect data. That letter was intended to point out how we were deficient, but then advised they could use another test to evaluate our impact – which would have been nice to know at the start of this. They knew our difficulty with monitoring but never suggested any such alternate method prior to our doing the test. They have no sense of the ordinary challenges of operating a PWS system and no sense of fiscal accountability. But these are just my added thoughts.

NJGS will review other data (other aquifer parameters) from a test Monroe Twp. (Gloucester Co.) conducted and use those parameters to evaluate the potential impacts of the Well 8 diversion. They will do this and completely ignore the actual monitoring data we measured and supplied in the report. The NJGS will use this other data to write a memorandum back to DEP to approve our Well 8 withdrawal, and DEP won't move forward until they get this memo. I estimate they may get a memo back to DEP by the end of April, and then all DEP does is draft the permit, notice it, and send to us to review. This will take another 30 to 60 days, maybe longer. Once the notice period is up and they have our comments it's about another month for them to finalize and issue.

Construct permit is approved; once we construct all facilities and then we must have DEP come back to test and inspect, then wait months to get testing (lab) data back, then a draft operation permit, then the say 30–60-day notice and finalization period. Those two-permit drafting/review periods can go simultaneously – they are different departments at DEP.

Pioneer Pipe completed the final restoration of Erial and Hickstown Road emergency water main break on March 7th. We have received in the final invoice and total cost of this emergency repair came to \$31,697.05

Municipal Maintenance has completed work on the Bromley Ave P/S Controller. They also installed backup floats to control the pumps at his station. All pump stations now have this set up. This will help prevent backups into homes near the Bromley Pump Station. We have payment in for approval tonight. We now have the Branch Ave P/S controller to be replaced. They hope to get started on this in the next couple of weeks.

I have started on the 2024-2025 budget preparation. I have put together preliminary numbers for both expenditures and capital projects. We currently have significant savings with both health insurance and our 50% reduction in water purchases from NJ American Water. I am going to have a meeting with Stefanie DeSantis to go over projected revenues for the next budget year. I should have more solid numbers by the April meeting.

Bowman and Co. were in last week for three days starting the prior year audit. They performed testing on our purchasing process along with reviews of our payroll and capital expenditures from last budget year. We will continue to provide any additional information that is requested by the auditors.

T-Mobile is continuing with the decommissioning of the antennas on the Mt. Clement storage tank. The antenna's have been removed off the tank and paint restoration are still pending. We are waiting on paint specification from Watch Hill. We hope to get a work schedule soon. They have completed deconstructing their building that is onsite and removed all material from the area.

We have finished updating the women's bathroom in the administration building. I would like to thank Mike Grogan and the rest of the maintenance team for their hard work on this project. We are looking into upgrading the lighting in the office to LED. There is rebate program with Atlantic City Electric when you make changes in lighting to LED. We must determine how many lights will be changed and fill out an application to get a \$50 rebate per light.

Mr. Ford made a motion to approve the Executive Director's report, seconded by Mrs. Burke.

Ayes: Mr. Odenath, Mr. Knott, Mrs. Burke, Mr. Ford.

Nays: None

Board Members:

Mr. burke asked about any Sub-Committees, Mr. Odenath said not at this time. Mr. Knott mentioned he will not be seeking another term with Boro and council.

New Business:

None

Old Business:

None

RESOLUTIONS:

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION #24-

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has determined the need to purchase (1) 2.3 GPH 100 PSI LMI 120V Chlorine Pump for Turnerville Road Water Tank; and

WHEREAS, it will be necessary to appropriate the funds from the Water Renewal and Replacement Fund in order to complete this work.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$1,834.00 from the Water Renewal and Replacement Fund, which is required for the purchase of (1) 2.3 GPH 100 PSI LMI 120V Chlorine Pump for Turnerville Road Water Tank 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.

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY**

RESOLUTION #24-

WHEREAS, the Pine Hill Borough Municipal Utilities Authority has determined the need to purchase (1) 24 GPD 100 PSI LMI Degas E Plus Auto Chlorine Pump for the Country Club Road Water Tank; and

WHEREAS, it will be necessary to appropriate the funds from the Water Renewal and Replacement Fund in order to complete this work.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$1,479.63 from the Water Renewal and Replacement Fund, which is required for the purchase of (1) 2.3 GPD 100 PSI LMI Degas E Plus Auto Chlorine Pump for the Country Club Road Water Tank 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.

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING ADVERTISEMENT OF BID SPECIFICATIONS FOR
EMERGENCY REPAIRS TO WATER AND WASTEWATER CONVEYANCE SYSTEM, MAINS
AND LATERALS AND SUPPLEMENTARY CONSTRUCTION SERVICES**

RESOLUTION # 24-32

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") desires a vendor to provide emergency repairs to water and wastewater conveyance system, mains and laterals, and supplementary construction services; and

WHEREAS, Pennoni Associates, Inc. ("Pennoni") has prepared a detailed project manual for the above referenced project; and

WHEREAS, the Authority desires to advertise for the receipt of bids for the above referenced project; and

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 PHMUA is hereby authorized to advertise for bids for a vendor to provide emergency repairs to water and wastewater conveyance system, mains and laterals, and supplementary construction services.

3. The Authority's Executive Director, and/or his designee, is hereby authorized and directed to take any and all steps necessary to effectuate intent of this resolution.

Payment of Bills
Revenue Resolution

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

Water Fund	\$118,290.13
Renewal & Replacement	\$23,153.63
Sewer Fund	\$80,625.82
Sewer General	\$22,812.62
Total Funds Approved	\$244,882.20

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the William Penn Bank, payable to the parties claiming payment in the amounts due on said requisitions be executed in the name of the Authority by its Chairman or Vice-Chairman and its Secretary.

Passed Pine Hill Boro Municipal Utilities Authority this
20th day of March 2024.

Mr. Odenath made a motion to approve all above resolutions #24-030 through #24-033 seconded by Mr. Ford.

Ayes: Mr. Odenath, Mr. Knott, Mrs. Burke, Mr. Ford, Mr. Harris.

Nays: None

Mrs. Burke made a motion to adjourn the meeting, seconded by Mr. Ford.

All were in favor.

Meeting adjourned 7:16 pm.

Respectfully submitted,

Julie Reehle

