

BOROUGH OF BUENA
MUNICIPAL UTILITIES AUTHORITY
P. O. BOX 696
MINOTOLA, NEW JERSEY 08341

The regular meeting of the BBMUA was held on January 9, 2019 at 7 p.m. This meeting notice was provided to The Daily Journal and the Atlantic County Record which are the BBMUA's official newspapers. Notices are also posted on the bulletin boards within the Municipal Building as well as the Borough of Buena and BBMUA's websites. The meeting took place in the large meeting room located in the Municipal Building, Minotola.

The meeting was called to order by Chairman Joseph Santagata.

Those present were:

R. Baker	C. Santore
R. Delano	A. Zorzi
J. Formisano	
J. Santagata	

At the last regular meeting of the BBMUA the board had directed Secretary Cheryl Santore to write a letter to the Borough of Buena requesting more detailed information and a scope of work regarding their request from Mayor David Zappariello requesting \$15,000.00 from the BBMUA to be used in the Borough's 2019 budget for HVAC & LED light illumination upgrades in Borough owned properties. The detail for their request was forwarded to Chairman Santagata for the board to review. Member Delano asked where he could see that information. Ms. Santore stated it is correspondence number 8 which says the total cost for the Municipal Building, EMS & Public Works Garage is \$28,169.03. Of that amount \$22,052.29 is for the Municipal Building. The Borough is requesting \$15,000.00 of the \$22,052.29 from the BBMUA. Chairman Santagata said we have three choices: 1) We can give them the \$15,000.00, 2) We can deny it outright, or 3) We can give them something in between. Chairman Santagata feels we should contribute something, however he is concerned with the cost of the upgrades that need to be made to the plant per the Fire Marshall's inspection and where that money will be coming from. Ms. Santore stated the money used to satisfy the Fire Marshall's violations will have to come from our regular 2019 budget because it cannot be a capital expense and it was not budgeted from the beginning. The estimate for those upgrades will be approximately \$30,000.00. Chairman Santagata asked if there is a time limit for the violations to be corrected. Mr. Zorzi stated 30 days. Mr. Delano said that he feels if we offered to pay \$5,000.00 toward the upgrades that should more than cover the part of the building that we use and we would still be helping the Borough out somewhat. m/Delano s/Baker to contribute \$5,000.00 toward the HVAC & Lighting upgrades for the Borough of Buena Municipal Building. m/passed

Robert Smith of Remington & Vernick sent a letter to Chairman Santagata and the board making a recommendation to award the Furnishing and Delivery of Micro C 2000 to George S. Coyne Chemical Co., Inc. for a bid amount of \$34,136.20 for two years pending the BBMUA solicitor approval.

m/Baker s/Delano to award the bid for the furnishing and delivery of Micro C 2000 to George S. Coyne Chemical Co., Inc. with a bid amount of \$34,136.20 for two years.
m/passed

m/Baker s/Delano to adopt resolution R-4-2019 awarding the contract for the furnishing and delivery of Micro C 2000 to George S. Coyne Chemical Co., Inc. for a period of two years in the amount of \$34,136.20.
m/passed

Robert Smith of Remington & Vernick sent a letter to Chairman Santagata and the board making a recommendation to award the Furnishing and Delivery of water meters to Rio Supply, Inc. with a bid amount of \$44,100.00 for a 2 year bid pending the BBMUA Solicitor's approval.

m/Baker s/Delano to award the bid for the furnishing and delivery of water meters to Rio Supply, Inc. for a 2 year period in the amount of \$44,100.00.
m/passed

m/Baker s/Delano to adopt resolution R-5-2019 awarding the contract for the furnishing and delivery of Water Meters to Rio Supply, Inc. for a period of two years in the amount of \$44,100.00.
m/passed

Robert Smith of Remington & Vernick sent an email to Patrick J. Bermel of Emerald Equipment regarding the Emerald Screen. Mr. Smith presented Mr. Bermel two options to address the situation that has been ongoing since the new screen was delivered. One option is for Emerald to reimburse the MUA for funds that have been expended to make the screen operational in the amount of \$4,054.70. Option 2 would be for Emerald to provide a modified bell housing that will accommodate the replaced motor. Mr. Smith is waiting for a response.

Robert Smith of Remington & Vernick sent an email to Chairman Santagata providing a copy of the cover letter transmitting the contracts for the Liquid Alum to the BBMUA office for signature. These have been signed and returned to Mr. Smith.

Robert Smith of Remington & Vernick sent an email to Chairman Santagata providing a copy of the cover letter transmitting the executed contract for the furnishing and delivery of Wood Chips to Warriner's Construction, Inc. for their records.

Robert Smith of Remington & Vernick sent an email to Michael Testa Jr. & Robert Casella of Testa, Heck, Testa & White regarding the bid received for the furnishing of Electrical Repair & Maintenance Services and an issue with the bid form received from the lowest bidder.

Robert Smith of Remington & Vernick sent an email to Mike Hutchinson regarding the NJ Direct Install Program. Mr. Smith forwarded Mr. Hutchinson a copy of the most recent month's electric bill and solar bill for the BBMUA's plant to see if we would be eligible to participate in the program.

Robert Smith of Remington & Vernick sent an email to Michael Testa Jr. & Robert Casella of Testa, Heck, Testa & White regarding the bid received for the Furnishing of Mechanical & Plumbing repair and Maintenance services requesting them to review the bids received and see if they concur with Mr. Smith's analysis.

m/Baker s/Delano to approve the treasurer's report as presented. m/passed

m/Baker s/Delano to renew the agreement with Phoenix Advisors, LLC as our Continuing Disclosure Agent and Independent Register Municipal Advisor to remain in compliance with the disclosure requirements set forth by the Securities Exchange Commission for a fee of \$1,050.00 m/passed

m/Baker s/Delano to adopt resolution R-1-2019 adopting a new Cash Management Plan for the Calendar Year 2019 pursuant to N.J.S.A. 40A:5-14. m/passed

m/Baker s/Delano to adopt resolution R-2-2019 establishing minimum standards for prospective contractors and subcontractors for Authority Projects. m/passed

m/Baker s/Delano to adopt resolution R-3-2019 authorizing contracts with approved state contract vendors for contracting units pursuant to N.J.S.A. 40A:11-12a. m/passed

A letter was received from Matthew Smith, Design Engineer for Dynamic Engineering who is conducting a due diligence investigation for a potential development located on Block 5501 Lot 1 & 2. Mr. Smith is requesting a will serve letter in response to his requests included in his email. The BBMUA has never provided a will serve letter or copies of our distribution maps to anyone. At this point the BBMUA had told them they would have to have approvals from Buena Vista Township and any and all agency approvals necessary for their project prior to the BBMUA giving them any approval that we would service them with water and sewer. The person interested in purchasing that property has not even given us an application showing their potential usage or a description of their project.

m/Baker s/Formisano to adopt resolution R-6-2019 authorizing the procurement of services of Jim Fitch of Noria Corporation as a consultant regarding the BBMUA Gearbox Failure Case in the amount of \$5,000.00 as previously approved at the November 2018 meeting. m/passed

Secretary Cheryl Santore opened the (RFQ's) Request for Qualifications for Professional services on January 8, 2019 at 10:30 am as advertised in the official newspapers of the BBMUA. All the RFQ packages were received within the timeframe and the recommendations to the board members were set forth after their review and discussion. Only one RFQ was received for the Auditing, Engineering & Solicitor. Three RFQ's were received for Bond Counsel. One was received from Winne Banta, a second was from Parker McCay and a third was from McManimon & Scotland LLC. Winne Banta submitted the lowest rates for Bond Counsel services. The following awards will be made at our reorganization meeting on February 13, 2019 and resolutions will be adopted at that time:

Auditing: Romano, Hearing, Testa & Knorr
Engineering: Remington, Vernick & Walberg
Solicitor: Testa, Heck, Testa & White
Bond Counsel: Winne Banta

m/Baker s/Delano to accept the minutes of the last regular meeting held on December 12, 2018. m/passed

Plant Superintendent, Alan Zorzi informed the board that on December 19, 2018 the Fire Inspector for the State of New Jersey, Keith Mitchell, performed an inspection at the BBMUA plant. He found several violations and provided us with a report of items that must be corrected. This is being worked on by everyone at the plant. Scalfo Electric provided budgetary pricing to do some of the repairs for an estimated cost of \$20,000.00. The alarm company, Commercial Sound & Security completed repairs of the fire alarms, new batteries, and performed an annual inspection of the MBR and office buildings

which cost approximately \$2,200.00. We have ordered signs that are required. The cost of those is approximately \$700.00. The total repair costs to comply with the Fire Marshall's report will be close to \$25,000.00 to \$30,000.00.

m/Baker s/Formisano to approve Scalfo Electric to perform work to comply with the Fire Inspection performed by the Fire Marshall for the State of New Jersey on December 19, 2018 for an estimated budget cost of \$20,000.00. m/passed

An email was received from Buena Borough resident Jerry Couture who resides at 206 E. Pacific Avenue in Minotola regarding the BBMUA's employee Cy Damon. Mr. Couture was present when Mr. Damon answered a water leak emergency call that he had placed on December 23, 2018. Mr. Couture wanted to inform Mr. Zorzi that Cy was very professional, well-mannered and spoke to the neighbors who had the leak in a very informative and comforting way. He feels Cy is a great guy and a great guy to have on the BBMUA team. The Board wanted to thank Cy for being an asset to the BBMUA.

Plant Superintendent, Alan Zorzi, provided the board with a report from Suez for December that he receives every month which shows the performance of the MBR membrane filters. This report shows you the permeability of the process has been decreasing due to some fouling and the increased flows. Some of the flows have been extremely high. In 2017 the sum of the flows was 111,333,000. For 2018 the sum of the flows was 129,040,000. That is roughly 18,000,000 more. November 2017 flows were 8,000,000 compared to November 2018 13,000,000. December 2017 flows were 9,000,000 compared to December 2018 16,000,000. Mr. Zorzi feels this is due to inflow & infiltration and sump pumps being dispensed into the sewer system. The water table is very high right now due to the very wet months we have had. Normally during heavy rain events you will get some inflow but after a day or two flows go back down to normal. This has not been the trend recently. Therefore, they have been going around daily checking for sump pumps. One sump pump was discovered on 1/7/19 and on 1/9/19 the employees found another. Both owners said they purchased their homes like that. They were told they had to dispense the water out to the street. Mr. Zorzi suggested doing a mailing to all sewer customers to notify them that sump pumps are not allowed to be connected into the sewer system. Vice-Chairman Baker asked if we could mail something with the bill. Secretary Cheryl Santore stated there is a warning on the back of the sewer billing card. She stated she found a letter that had been mailed in the past that they could mail out to all of the current sewer customers to notify them of the sump pump ordinance. The board decided to do a mailing and put something on our website and possibly the newspaper. The MBR filters are supposed to last 7 to 10 years. We are only at 5 years with the current filters and may need to replace them sooner than the normal life expectancy due to the increased flows. We were hoping that when we are permitted to go to 600,000 gpd we would be able to add another bank for the extra flow. We don't have the capability of adding an additional bank at this time. Our pumping stations are aging and needing to be upgraded and they are running constantly. Chairman Santagata

asked is there are manhole covers that don't allow the infiltration. Mr. Zorzi stated that we have bladders in our manholes to try to stop the initial storm surge and inflow.

Plant Superintendent Alan Zorzi notified the board that the MBR chemical pumps are acting up. We do not currently have spares. These are critical to the permeability of the MBR process. Mr. Zorzi priced two pumps for sodium hypochlorite and the acid. The two pumps combined are \$7,374.00 from LRM Incorporated and three quotes were attempted. LRM was the cheapest.

m/Baker s/Delano to purchase the two chemical pumps for the MBR process in the amount of \$7,374.00 from LRM Incorporated. m/passed

There is additional water testing that is a new requirement for this year that was not included in our lab testing prices that were previously approved. This is a PNFA test. South Jersey Water Testing Labs came in the cheapest at \$3,100.00 per year.

m/Baker s/Delano to have the PNFA test performed by South Jersey Water Testing Labs in the amount of \$3,100.00 per year. m/passed

m/Baker s/Delano to file all correspondence sent out for review without reading number 1 through number 23. m/passed

m/Baker s/Delano to pay all bills presented for the month of January 2019. m/passed

The next regular meeting is scheduled for January 23, 2019 at 7:00 p.m.

m/Delano s/Formisano to adjourn the meeting 7:52 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary