

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

The regular meeting of the BBMUA was held on January 13, 2021 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 via freeconferencecall.com phone in meeting software due to the COVID-19 pandemic and no one being allowed to gather in large groups in person per order of the Governor of the State of New Jersey and the President of the United States of America.

The meeting was called to order by Chairman Joseph Santagata.

Those present were:

R. Baker	C. Santore
B. Delano	A. Zorzi
J. Formisano	R. Smith
J. Johnston	
J. Santagata	

Chairman Santagata informed the board that a letter was received from Greg Ohmer, Director of Network Planning for AT&T regarding either an extension or termination of the cell tower lease that comes up for renewal in three years. Their first choice is to create a new agreement that serves both parties. They are asking that we review the specifics of the current lease agreement and advise them if we are willing to enter into discussions regarding a new, modified contract and respond to this letter within 60 days. The board asked Secretary Cheryl Santore to send this to the solicitor and have them see what AT&T is looking for in the new lease so we can negotiate a new agreement.

Robert Smith of Remington & Vernick emailed the board a copy of the letter transmitting the contract documents for the furnishing and delivery of wood chips to Warriner's Construction for signature and a copy of the correspondence returning the bid bond to Yannuzzi Group, Inc.

Robert Smith of Remington & Vernick provided the board with a copy of the cover letter transmitting the contracts for the furnishing and delivery of liquid aluminum sulfate to Univar USA, Inc. for signature.

Robert Smith of Remington & Vernick provided the board with a copy of the cover letter transmitting the contracts for the furnishing and delivery of Micro C 2000 to Univar USA, Inc. for signature and a copy of the correspondence returning the bid bond to George S. Coyne Chemical Company, Inc.

Robert Smith of Remington & Vernick sent a letter to Chairman Santagata making a recommendation to award the furnishing of mechanical and plumbing repair and maintenance services to Falasca Mechanical, Inc. for a two year period pending the BBMUA Solicitor approval. Mr. Smith emailed Solicitor, Robert Casella of Testa, Heck, Testa & White and Mr. Casella emailed Mr. Smith answering the questions he had pertaining to the bid received. Mr. Casella stated that Falasca Mechanical is eligible to be awarded the contract.

m/Baker s/Formisano to award the bid for the furnishing of mechanical and plumbing repair and maintenance services to Falasca Mechanical, Inc. for a two year period pending BBMUA solicitor approval. m/passed

m/Baker s/Delano to adopt resolution R-5-2021 awarding the contract for the furnishing of mechanical and plumbing repair and maintenance services for a two year term to Falasca Mechanical, Inc. m/passed

Robert Smith of Remington & Vernick sent a letter to Chairman Santagata making a recommendation to award the furnishing and delivery of water meters to Rio Supply, Inc. with a bid amount of \$44,100.00 pending the BBMUA Solicitor approval. This is a 2 year bid. Solicitor Robert Casella of Testa, Heck, Testa & White responded via email to Mr. Smith's question regarding the contract and stated that Rio Supply, Inc. is eligible to be awarded the contract.

m/Baker s/Formisano to award the bid for the furnishing and delivery of water meters to Rio Supply, Inc. in the amount of \$44,100.00 pending the BBMUA Solicitor's approval. m/passed

m/Baker s/Delano to adopt resolution R-4-2021 awarding the contract for the furnishing and delivery of water meters to Rio Supply in the amount of \$44,100.00 for a 2 year contract. m/passed

Robert Smith of Remington & Vernick provided a copy of the cover letter transmitting the contracts for the furnishing and delivery of wood chips to the BBMUA office for signature. The contracts have been signed and returned.

Robert Smith of Remington & Vernick provided a copy of the cover letter transmitting the contracts for the furnishing and delivery of liquid aluminum sulfate to the BBMUA office for signature. The contracts have been signed and returned.

Robert Smith of Remington & Vernick provided a copy of the cover letter transmitting the executed contract for the furnishing and delivery of wood chips to Warriner's Construction.

Robert Smith of Remington & Vernick emailed Robert Casella of Testa, Heck, Testa & White regarding the bids received for the furnishing of electrical repair and maintenance services. The bids that were received are still being reviewed and no award has been recommended at this time. A recommendation should be made at the next meeting.

Steve Testa of Romano, Hearing, Testa & Knorr sent a letter to Michael Testa and Robert Casella of Testa, Heck, Testa & White asking them to provide the legal representation letter as requested for the December 31, 2019 audit. Michael Testa replied to Steve Testa and provided the legal representation letter as requested.

Steve Testa of Romano, Hearing Testa & Knorr provided the Client Engagement Letter for the 2019 Audit Engagement to the BBMUA board. The final review of the draft audit is being conducted. The draft will be submitted to the State of New Jersey Division of Governmental Services. Once they have that draft we are hoping that the 2021 Budget will be approved and all of the necessary adoptions can be done at our next meeting.

Secretary Cheryl Santore provided the Board members with a copy of the NJUAJIF dividend check from 2020 for their records. The check was in the amount of \$5,836.00.

m/Delano s/Formisano to approve the treasurer's report as read. m/passed

Ms. Santore provided the board with an email from Karen Read of Perma Inc. and provided instructions on the 2020-2021 Elected Officials Risk Management Seminar. The members were asked to please take the time to follow the instructions and do this online course. The BBMUA receives a \$250.00 credit per member who completes the course by May 1, 2021.

Ms. Santore received a letter from Phoenix Advisors, LLC requesting signatures on the renewal agreement with Phoenix Advisors, LLC as our Continuing Disclosure Agent and Independent Registered 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/Delano s/Formisano to adopt resolution R-1-2021 adopting a new Cash Management Plan for the Calendar Year 2021 pursuant to N.J.S.A. 40A:5-14. m/passed

m/Baker s/Delano to adopt resolution R-2-2021 establishing minimum standards for prospective contractors and subcontractors for Authority Projects. m/passed

m/Delano s/Formisano to adopt resolution R-3-2021 authorizing contracts with approved state contract vendors for contracting units pursuant to N.J.S.A. 40A:11-12a. m/passed

Secretary Cheryl Santore opened the (RFQ's) Request for Qualifications for Professional services on January 6, 2021 at 11:00 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 JP Capizzi Law Office, a second was from Parker McCay and a third was from McManimon, Scotland & Baumann, LLC. The following awards will be made at our reorganization meeting on February 10, 2021 and resolutions will be adopted at that time:

Auditing: Romano, Hearing, Testa & Knorr  
Engineering: Remington, Vernick & Walberg  
Solicitor: Testa, Heck, Testa & White  
Bond Counsel: JP Capizzi Law Office

m/Baker s/Formisano to award the professional services as recommended at the reorganization meeting to be held on February 10, 2021. m/passed

m/Formisano s/Delano to approve the renewal of the membership in the AEA for the year 2021 in the amount of \$3,607.00. m/passed

m/Johnston s/Baker to accept the minutes of the last regular meeting held on December 9, 2020. m/passed

Plant Superintendent Alan Zorzi presented the BBMUA board with a quotation from M&S Service Company, Inc. for the annual Healy Ruff/Eaton Service Contract. The price for 2021 is \$4,887.00. M&S Service is the only company who can service this equipment.

m/Formisano s/Delano to approve the renewal of the annual service contract with M&S Service Company, Inc. for the Healy Ruff/Eaton Service contract in the amount not to exceed \$4,887.00. m/passed

Plant Superintendent Zorzi received a quote from Komline Sanderson for a spare CPU Power Supply and Control Modules for the Belt Filter Press as recommended by Scalfo Electric in the amount of \$3,359.50.

m/Formisano s/Delano to approve the purchase of a spare CPU Power Supply and Control Modules for the Belt Filter Press in the amount of \$3,359.50. m/passed

Plant Superintendent Alan Zorzi sent a letter to Chairman Santagata regarding an emergency purchase of sludge mixing and discharge screws that need to be replaced. The company who will supply the necessary materials and making the repair is Bayview Bearing & Supply L.L.C. and the repair cost will not exceed \$52,000.00.

m/Delano s/Formisano to approve the emergency purchase of sludge mixing and discharge screws that need to be replaced. The emergency purchase and repair will be completed by Bayview Bearing & Supply L.L.C. and the cost will not exceed \$52,000.00. m/passed

m/Delano s/Formisano to adopt resolution R-6-2021 ratifying the award of an emergency purchase contract for an emergency repair on the sludge mixing truck from Bayview Bearing & Supply, L.L.C. for an amount not to exceed \$52,000.00.

m/passed

Plant Superintendent Alan Zorzi asked for the board's approval to advertise for Cy Damon's replacement. Cy submitted his retirement letter effective 05/01/2021. There are things that Cy does that we will need to train a new person on. One is reading water meters and the other is the backflow certification. Until we can have someone certified for the backflow we will hire Landis Fire Protection in the amount of \$330.00 per quarter. The board approved for the advertisement of the position that is currently held by Cy Damon.

Mr. Zorzi stated there were some issues over the holidays with service failures. Two of them were on the customer's side that needed to be repaired and the other two were saddle failures.

Ms. Santore asked if she should schedule a closed session to discuss Cy Damon's request pertaining to his sick time. Chairman Santagata stated to put a closed session on for the next meeting.

m/Baker s/Formisano to file all correspondence sent out for review without reading number 1 through number 29. m/passed

m/Baker s/Formisano to pay all bills presented for the month of January 2021. m/passed

The next regular meeting will be held on January 27, 2021 at 7:00 p.m. via teleconference unless restrictions are lifted.

m/Delano s/Johnston to adjourn the meeting 7:37 p.m. m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary