

Borough of Buena Municipal Utilities Authority

Remote Meeting Access

For February 10, 2021

Dear Residents and Interested Parties:

Due to the health concerns related to COVID-19 coronavirus, meetings of the Borough of Buena Municipal Utilities Authority Board will be held remotely via conference calls. Agendas will be posted timely for your review on the BBMUA's website at www.buenaboroughmua.com. During the public portion of the meeting, you will state your name and address for the record, followed by your concern.

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This meeting will begin at 6:00 p.m. By following the steps outlined above, you will have full and unrestricted access.

Thank you for your patience and understanding during this difficult time. We will continue to keep you apprised of any changes. Please take care of yourself and your loved ones and stay safe.

The BBMUA Board Members and Employees

REGULAR MEETING AGENDA

CALL THE MEETING TO ORDER:

FLAG SALUTE:

SUNSHINE LAW: “This regular meeting held on February 10, 2021 at 6:00 P.M. is being conducted in compliance with the open public meetings act of the state of New Jersey upon publication and posting of notice as required by law.”

ROLL CALL OF ATTENDANCE:

R. Baker	J. Santagata	R. Smith
R. Delano	J. Alvarez	R. Casella
J. Formisano	C. Santore	S. Testa
J. Johnston	A. Zorzi	

FIRST ORDER OF BUSINESS: The first order of business for tonight’s meeting is the BBMUA’s reorganization for the year 2021.

I would like to open the floor for Nominations for Chairman (Joseph Santagata).
I would like to close the floor.

I would like to entertain a motion to appoint Joseph Santagata as Chairman of the BBMUA.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

CHAIRMAN:

I would like to open the floor for Nominations for Vice-Chairman (Richard Baker).
I would like to close the floor.

I would like to entertain a motion to appoint Richard Baker as Vice-Chairman of the BBMUA.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to open the floor for Nominations for Secretary/Treasurer (Cheryl Santore)

I would like to close the floor.

I would like to entertain a motion to appoint Cheryl Santore as Secretary/Treasurer of the BBMUA.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion to approve the Daily Journal and The Atlantic County Record as the official newspapers of the BBMUA.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#1 Adopt Resolution R-7-2021, designating official newspapers of the Borough of Buena Municipal Utilities Authority.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for an Auditor. (Romano, Hearing, Testa & Knorr)

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#2 Adopt Resolution R-8-2021, awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for Auditing Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for an Engineer. (Remington & Vernick Engineers)

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#3 Adopt Resolution R-9-2021, awarding contract for professional services pursuant to the fair and open process to Remington & Vernick Engineers for Engineering Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for a Solicitor. (Testa, Heck, Testa & White)

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#4 Adopt Resolution R-10-2021, awarding contract for professional services pursuant to the fair and open process to Testa, Heck, Testa & White for Legal Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for a Bond Counsel. (JP Capizzi Law Office)

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#5 Adopt Resolution R-11-2021, awarding contract for professional services pursuant to the fair and open process to JP Capizzi Law Office for Bond Counsel Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Committees for the year 2021 will be as follows:

Policies, Procedures & Personnel:

Richard Baker

Finance:

Robert Delano
Johnathan Alvarez

Plant Operations & Construction:

John Formisano
Jeffery Johnston

In addition, the Chairman will serve as an alternate to any committee as needed.

#6 Letter from Patricia Gardella requesting that sanitary sewer service be brought to the homeowners on Brewster Road.

PUBLIC PORTION:

ENGINEER'S REPORT: #7 Email from Robert Smith of Remington & Vernick to Mayor and Council for the Borough of Buena asking them to place the recommendation of award for the furnishing of mechanical and plumbing repair and maintenance contract to Falasca Mechanical on their next regular meeting agenda along with the recommendation of award for the furnishing of electrical repair and maintenance contract to Leeway Electric.

#8 Letter from Robert Smith of Remington & Vernick to Mr. Joseph Overbeck, President of RIO Supply requesting they sign the 4 sets of contract documents and return them with the performance and payment bonds and certificate of insurance for execution by the BBMUA.

#9 Letter of recommendation of award for the furnishing of electrical repair and maintenance contract to Lee-Way Electrical, LLC. The board must decide if they will award for a one (1) year term or a two (2) year term.

I need a motion to award the bid for the Furnishing of Electrical Repair and Maintenance Services to Lee-Way Electrical, LLC. for a ____ year period.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#10 Adopt resolution R-12-2021 awarding the contract for the furnishing of electrical repair and maintenance services for a ____year term to Lee-Way Electrical, L.L.C.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#11 Letter from Robert Smith of Remington & Vernick to Chairman Santagata transmitting the contracts for the furnishing and delivery of water meters for signature.

#17 Letter from Robert Smith of Remington & Vernick to Victoria Meakim of Univar USA transmitting the fully executed contract for the furnishing and delivery of Micro C 2000 to her for her file.

#18 Letter from Robert Smith of Remington & Vernick to Victoria Meakim of Univar USA transmitting the fully executed contract for the furnishing and delivery of Liquid Aluminum Sulfate to her for her file.

#25 Copy of proposed contract for execution. The contract is in accordance with the response to the Request for Qualifications and is for the period February 1, 2021 through January 31, 2022.

#27 Letter from Robert Smith of Remington & Vernick to Mr. Daniel Falasca of Falasca Mechanical, Inc. transmitting contract documents for signature and return along with the performance and payment bond and certificate of insurance.

SOLICITOR'S REPORT: #12 Copy of Contract for execution in accordance with the response to the Request for Qualifications. The contract is for the period February 1, 2021 through January 31, 2022.

#13 Correspondence emailed to the BBMUA Solicitors regarding Mandatory COVID Vaccination Guidance from the MEL and whether employers may mandate the COVID vaccine for their employees. The advice in the memo, authored by Matt Giacobbe, Special Counsel to the NJMEL, is for employers to proceed with extreme caution before making that decision and to consult with their local attorney. Therefore, this correspondence was forwarded to the BBMUA Solicitors for their opinion.

#14 Email from Secretary Cheryl Santore to the BBMUA Solicitors regarding the AT&T Cell Tower Contract asking them to reach out to Greg Ohmer of AT&T regarding the cell tower lease partnership and the possible renegotiation of that lease when it expires in three years.

#15 Email from Robert Casella of Testa, Heck, Testa & White to Greg Ohmer of AT&T regarding the cell tower lease partnership and the renegotiation of that lease when it expires in three years.

AUDITOR'S REPORT: #19 Copy of contract for execution in accordance with the response to the Request for Qualifications. The contract is for the period February 1, 2021 through January 31, 2022.

#20 Steve Testa will discuss and review the audit for year ended 2019. He is providing each member with copies of the completed draft audit for the BBMUA's board members approval so we can adopt Resolution R-13-2021.

#21 Letter from Romano, Hearing, Testa & Knorr providing the draft communication of governance at the close of the Audit for the year ended December 31, 2019.

#22 Copy of the Management Representation Letter provided in connection with the audits of the financial statements of the BBMUA with respect to the financial position as of December 31, 2019. This letter requires the signature of the Chairman, Secretary/Treasurer, and Consultant.

#23 Adopt Resolution R-13-2021 approving the audit of the financial statements of the BBMUA as of and for the year ended December 31, 2019.

m. _____ s. _____
Roll Call: R. Baker, B. Delano, J. Formisano, J. Johnston, J. Santagata

#24 Adopt Resolution R-14-2021 for the 2021 Sewer and Water Budget

I need a motion to adopt resolution R-14-2021 which adopts the 2021 Sewer/Water Budget that was introduced at the meeting held on November 11, 2020.

m. _____ s. _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

UNFINISHED BUSINESS: Correspondence 26a will be discussed in closed session. Therefore we need to adopt Resolution R-15-2021 authorizing a meeting closed to the public.

#26 Adopt Resolution R-15-2021 authorizing a meeting of the Borough of Buena Municipal Utilities Authority Closed to the Public to discuss matters that include matters of personnel pursuant to N.J.S.A. 10:4-12(b)(8).

m. _____ s. _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Motion to open the executive closed session meeting.

m. _____ s. _____ Time: _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Motion to close the executive closed session meeting and return to regular session.

m. _____ s. _____ Time: _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

CORRESPONDENCE:

TREASURER'S REPORT: Motion to approve treasurer's report as read

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

SECRETARY'S REPORT: #28 Copy of the proposed contract for execution from JP Capizzi Law Office. The contract is in accordance with the response to the Request for Qualifications and needs to be executed. The contract is for the period February 1, 2021 through January 31, 2022.

MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on January 13, 2021.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

PUBLIC PORTION:

PLANT SUPERINTENDENT'S REPORT: #16 Email From Robert Dow, Energy Efficient Consultant for the New Jersey Water Association to Plant Superintendent Alan Zorzi regarding the NJ Water Association Energy Program. The program is fully funded by the EPA Rural Development and is done at no cost to the system. They conduct an assessment designed to find ways to save on energy usage and lower operations costs.

Motion to accept and file all correspondence sent out for review without reading numbered 1 through number 28.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

PAYMENT OF THE BILLS: motion to pay all bills presented.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

The next regular meeting will be held on February 24, 2021 at 7:00 p.m.

MEETING ADJOURNMENT: Motion to adjourn the meeting. Second-Roll Call

m. _____ s. _____ Time: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata