

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

The regular meeting of the BBMUA was held on February 11, 2015 at 6 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 Debbie Austino.

Those present were:

R. Baker	A. Zorzi
J. Mancuso	R. Smith
J. Santagata	S. Testa
D. Austino	

The first order of business tonight was the BBMUA's reorganization for the year 2015.

Nomination was made by Richard Baker and Second by Joseph Mancuso for Joseph Santagata as the BBMUA's Chairman.

m/Baker s/Mancuso appoint Joseph Santagata as the BBMUA's Chairman.
m/passed

Nomination was made by Joseph Santagata and Second by Joseph Mancuso for Richard Baker as the BBMUA's Vice-Chairman

m/Santagata s/Mancuso appoint Richard Baker as the BBMUA's Vice-Chairman.
m/passed

Nomination made by Richard Baker and Second by Joseph Mancuso for Cheryl Santore as the BBMUA's Secretary/Treasurer

m/Baker s/Mancuso designate Cheryl M. Santore as the BBMUA's Secretary, Treasurer and Finance Officer.
m/passed

m/Baker s/Mancuso to approve The Atlantic County Record and The Daily Journal as the official newspapers for the BBMUA for 2015. m/passed

m/Baker s/Mancuso retain Testa, Heck, Scrocca & Testa, P.A. as the BBMUA's solicitor for the year 2015. m/passed

m/Baker s/Mancuso retain Romano, Hearing, Testa & Knorr, P.A. as the BBMUA's auditor for the year 2015. m/passed

m/Baker s/Mancuso retain Remington, Vernick & Walberg Engineers as the BBMUA's engineers for the year 2015. m/passed

The committees for the year 2015 will be decided at a later date.

Robert Smith of Remington, Vernick & Walberg provided the contracts for the furnishing and delivery of Wood Chips for execution and return. Those contracts have since been executed and one fully executed contract document has been returned to Warriner's Construction for their records.

Mr. Smith also informed the board that three sets of contract documents were sent to Xylem Dewatering Solutions, Inc. for the furnishing and delivery of a trailer mounted pump. Once they execute and return the contracts Mr. Smith will forward them to the office for execution by Chairman Santagata.

An email was received from the Borough of Buena Solicitor, Rick Tonetta by Robert Smith of Remington, Vernick & Walberg regarding the experience requirement in the electrical repair and maintenance bid document. Mr. Smith forwarded the scope of work to Mr. Tonetta which states that the 15 year requirement is in performing electrical repair and maintenance services in the areas that include but are not limited to wastewater treatment plants, sanitary sewer pump stations and potable production wells not 15 years in business as a company.

Robert Smith of Remington, Vernick & Walberg submitted the recommendation of award for the furnishing of electrical repair and maintenance services letter which recommends the contract be awarded to Scalfio Electric, Inc. The board needs to determine whether to award a contract for 1 or 2 year term. I was informed today that the Borough already awarded the contract for a 2 year term at their meeting on 2/9/15.

m/Baker s/Mancuso adopt resolution R-9-2015 a resolution awarding the contract for Furnishing Electrical Repair and Maintenance Services at the BBMUA and Borough of Buena to Scalfo Electric, Inc. for the period February 11, 2015 through February 10, 2017. Rates are on file. m/passed

Robert Smith of Remington, Vernick & Walberg submitted the recommendation of award for the furnishing of mechanical and plumbing repair and maintenance services letter which recommends the contract be awarded to Falasca Mechanical. The board needs to determine whether to award a contract for 1 or 2 year term. I was informed today that the Borough already awarded the contract for a 2 year term at their meeting on 2/9/15.

m/Baker s/Mancuso to Adopt Resolution R-10-2015 awarding the contract for the Furnishing of Mechanical and Plumbing Repair and Maintenance Services at the BBMUA and Borough of Buena to Falasca Mechanical Inc. for the period February 11, 2015 through February 10, 2017. m/passed

At our previous meeting, Mr. Smith was asked to submit a proposal for the preparation of specifications and bidding documents for the furnishing and delivery of a trailer mounted generator to replace the 1969 gas powered generator at the plant. The proposal was submitted and the price would include the review of bids received and preparation of contract documents for a cost not to exceed \$1,000.00.

m/Baker s/Mancuso to approve the preparation of specifications and bidding documents for the furnishing and delivery of a trailer mounted generator which includes the approval to advertise and review of the bids received and preparation of contract documents for a cost not to exceed \$1,000.00. m/passed

m/Baker s/Mancuso adopt resolution R-4-2015 a resolution designating official newspapers of the BBMUA as the Atlantic County Record and The Daily Journal for the year 2015. m/passed

m/Baker s/Mancuso adopt resolution R-5-2015 a resolution authorizing contracts with approved state contract vendors for contracting units pursuant to N.J.S.A. 40A:11-12a for the year 2015. m/passed

m/Baker s/Mancuso adopt resolution R-6-2015 awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for auditing services for the year 2015. m/passed

m/Mancuso s/Baker adopt resolution R-7-2015 a resolution awarding the contract for professional services pursuant to the fair and open process to Remington, Vernick & Walberg for engineering services for the year 2015. m/passed

m/Baker s/Mancuso adopt resolution R-8-2015 a resolution awarding the contract for professional services pursuant to the fair and open process to Testa, Heck, Scrocca & Testa for legal services for the year 2015. m/passed

Steve Testa of Romano, Hearing, Testa & Knorr informed the board that his contract was emailed to the BBMUA Solicitor, Michael Testa Jr. for his review. The contract is in accordance with the response to the Request for Qualifications and is exactly the same as the prior year contract including the hourly rate and the not to exceed amount. The contract is for the period February 1, 2015 through January 31, 2016.

Susquehanna Bank provided a copy of their GUDPA certificate for our records.

The annual employer appropriations bill has been received from the State of NJ Division of Pensions and Benefits. This will be paid on April 1, 2015.

A letter was received from Mary Ann Chalow requesting an amendment to the resolution adopted on June 25, 2014 authorizing her employment as a consultant for the BBMUA. The original resolution authorized 100 hours of work at a rate of \$50.00 per hour. However, due to the extensive changes in the 2015 annual budget format and information required by the State of NJ combined with computer related issues that were encountered the approved hours have been utilized. Therefore, Ms. Chalow is requesting an additional 40 hours totaling \$2,000.00 be approved to complete the 2014 Audit papers and any necessary entries.

m/Baker s/Mancuso to amend the resolution adopted on June 25, 2014 numbered R-15-2014 for an additional 40 hours of work for a total not to exceed \$2,000.00. m/passed

m/Baker s/Mancuso to approve the treasurer's report as read. m/passed

BBMUA Secretary Treasurer, Cheryl Santore, will be obtaining new signature cards from Susquehanna Bank removing Charles Mielke and adding the new Chairman. Therefore, the signers on the Account will be the Chairman, Vice-Chairman, Secretary/Treasurer, and Plant Superintendent. Is this agreeable with the board? If so, she will contact all signers to come to the office and sign the new signature cards once she obtains them from the bank.

m/Baker s/Mancuso to keep the signers as the Chairman, Vice-Chairman, Secretary/Treasurer and Plant Superintendent. m/passed

m/Baker s/Mancuso to accept the minutes of the last regular meeting held on January 28, 2015. m/passed

Plant Superintendent, Alan Zorzi informed the board that he received a call from the Borough of Buena Road Department Supervisor Bill Nimohay requesting an invoice for the work that was performed in capping the water and sewer at the property located at 701 S. Central Avenue, Minotola. A tax lien will be placed on that parcel. Therefore an invoice will be calculated and submitted for the cost for one man and a backhoe for 2 hours.

m/Baker s/Mancuso to file all correspondence sent out for review without reading number 1 through number 20. m/passed

m/Baker s/Mancuso to pay all bills presented for the month of February 2015. m/passed

The next regular meeting will be held on February 25, 2015 at 7:00 p.m.

m/Baker s/Mancuso to adjourn the meeting 6:29 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary