

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

The regular meeting of the BBMUA was held on February 12, 2020 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 Cheryl Santore.

Those present were:

R. Baker	J. Santagata	M. Testa Sr.
R. Delano	C. Santore	S. Testa
J. Formisano	A. Zorzi	
J. Johnston	R. Smith	

The first order of business tonight was the BBMUA's reorganization for the year 2020.

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

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

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

m/Formisano s/Johnston appoint Richard Baker as the BBMUA's Vice-Chairman. m/passed

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

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

m/Baker s/Delano to approve The Atlantic County Record and The Daily Journal as the official newspapers for the BBMUA for 2020. m/passed

m/Baker s/Johnston adopt resolution R-6-2020 a resolution designating official newspapers of the BBMUA as the Atlantic County Record and The Daily Journal for the year 2020. m/passed

m/Baker s/Johnston retain Romano, Hearing, Testa & Knorr, P.A. as the BBMUA's auditor for the year 2020. m/passed

m/Baker s/Johnston adopt resolution R-7-2020 awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for auditing services for the year 2020 for a yearly amount not to exceed \$64,000.00. m/passed

m/Johnston s/Delano retain Remington, Vernick & Walberg Engineers as the BBMUA's engineers for the year 2020. m/passed

m/Baker s/Johnston adopt resolution R-8-2020 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 2020. m/passed

m/Baker s/Johnston retain Testa, Heck, Testa & White, P.A. as the BBMUA's solicitor for the year 2020. m/passed

m/Baker s/Delano adopt resolution R-9-2020 a resolution awarding the contract for professional services pursuant to the fair and open process to Testa, Heck, Testa & White for legal services for the year 2020 for a yearly salary amount of \$12,000.00 and an additional salary amount of \$130.00 per hour for non-salaried services. m/passed

m/Baker s/Johnston retain Winne Banta Basralian & Kahn as the BBMUA's bond counsel for the year 2020. m/passed

m/Baker s/Delano adopt resolution R-10-2020 a resolution awarding the contract for professional services pursuant to the fair and open process to Winne Banta Basralian & Kohn for bond counsel services for the year 2020. m/passed

The committees for the year 2020 are 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.

A copy of the letter received from Peggy Gallos, Executive Director of the Association of Environmental Authorities was distributed to the BBMUA Board. This letter was thanking the Board for passing the resolution opposing S3870/A5391 which dealt with sewer system sales. Ms. Gallos was pleased to report that we had an impact and that the 218th session of the NJ Legislature ended on Tuesday, January 14, 2020 without action on S3870/A5391.

The Chairman and the Board members discussed water rates and the possibility of adjusting the water rates in 2020. It was decided that the Auditor will work with Secretary Cheryl Santore to adjust the water rates. The thought is that the quarterly rate will remain \$63.50 per quarter except instead of the allowable gallons being 15,000 gallons the gallonage will change to 12,000 gallons and the excess charge will increase from \$1.50/1,000 gallons to \$2.00/1,000 gallons over the allowable gallonage for the quarter. The Auditor and Ms. Santore will work together to develop a clear and concise explanation for all customers and the approval was given to advertise the public hearing for the rate adjustment for March 25, 2020. The adjusted rates would become effective June 1, 2020. It was stated that water rates have remained the same since the inception of water in 1985 and the rates have never increased or been adjusted.

m/Baker s/Johnston to authorize advertisement of the public hearing to adjust water rates to be held on March 25, 2020.

Robert Smith of Remington & Vernick provided copies of the proposed contract for engineering services to be executed to the BBMUA Solicitor, Michael Testa Jr. for his review. The contract is in accordance with the response to the RFQ and needs to be executed. The contract is for the period February 1, 2020 through January 31, 2021.

A copy of the Original Transcript from the Atlantic County Planning Advisory Board Hearing held on Wednesday, January 22, 2020 on the Buena Borough MUA Amendment to the Atlantic County Water Quality Management Plan was provided to the Board.

Mr. Robert Smith informed the Board that there will be a meeting on Friday, February 14, 2020 to discuss the final plans on the pumping station improvements and the septage receiving station.

Michael Testa Sr. provided a copy of the contract for Legal Services for execution in accordance with the response to the Request for Qualifications. The contract is for the period February 1, 2020 through January 31, 2021.

There were three pieces of correspondence on the agenda for tonight's meeting that have to be discussed in closed session due to the fact that they pertain to possible litigation. Therefore a motion needs to be made to close the open session and open a closed executive session.

m/Baker s/Delano adopt Resolution R-11-2020 authorizing the meeting of the Borough of Buena Municipal Utilities Authority closed to the public to discuss matters that included possible litigation pursuant to N.J.S.A. 10:4-12(b)(7). m/passed

m/Baker s/Delano to open the executive closed session meeting at 6:24 pm. m/passed

m/Baker s/Johnston to close the executive closed session meeting and return to regular session at 6:31 pm. m/passed

m/Baker s/Johnston to approve resolving the case of the BBMUA vs. Level-1 Construction, Inc., et al. through mediation and if agreed to split the cost of mediation with all involved and named in the case. m/passed

m/Baker s/Johnston to approve payment to Noria Corporation in the amount of an additional \$1406.25 to pay invoices 47337 and 47074. m/passed

Steve Testa of Romano, Hearing, Testa & Knorr informed the board that his contract was emailed to the BBMUA Solicitor for his review. 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, 2020 through January 31, 2021.

Mr. Testa informed the board that they have had a preliminary planning meeting regarding the 2019 Audit and will assist the BBMUA in planning for the Rate Hearing regarding the water rate adjustment scheduled for public hearing on March 25, 2020.

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

m/passed

Jason Capizzi of Winne Banta Basralian & Kahn forwarded the proposed contract for execution in accordance with the response to the Request for Qualifications and needs to be executed. The contract is for the period February 1, 2020 through January 31, 2021.

Secretary Cheryl Santore requested a proposal from Rio Supply during the budget preparation period for new meter reading equipment and software to be able to read water meters. Our current meter reading gun was purchased in 2010 and does not work properly. It is no longer supported because of its age and it requires a lot of additional work when reading the meters. The price she received for a new belt clip receiver, tablet, and Cloud Software is \$15,963.00. This is a much more detailed reading system than what we currently have and is the newest available product on the market to read meters. This more detailed system should reduce reading time and reporting time. We really do not have a choice in replacing the system because we are unable to repair the system we currently have in place and need to have a system that works properly to be able to bill our water customers. Ms. Santore was unable to receive other quotes because Rio Supply is the only Neptune representative in the Tri-State Region.

m/Baker s/Johnston to approve the purchase of new meter reading equipment and software from Rio Supply in the amount of \$15,963.00.

m/passed

Secretary Santore informed the Board that the Borough of Buena is going to allow the BBMUA to purchase an additional block of Static IP addresses so that they can utilize one Static IP for the BBMUA instead of purchasing a separate cable line for internet service. Our IT company Barber Consulting stated that if our Auditor will be utilizing the Static IP from their office that we should purchase a better firewall than we currently have. Therefore, Mr. Barber sent over a proposal in the amount of \$474.99 for a Sonicwall Firewall and configuration of the same.

m/Baker s/Johnston to approve the purchase the Sonicwall Firewall from Barber Consulting in the amount of \$474.99.

m/passed

m/Baker s/Delano to accept the minutes of the last regular meeting held on January 22, 2020.

m/passed

m/Baker s/Delano to accept the minutes of the last closed executive session meeting held on January 22, 2020. m/passed

Plant Superintendent Alan Zorzi obtained State Contract pricing on a new Dump Truck from Winner Ford Cherry Hill in the amount of \$42,703.00. The current dump truck that we have at the BBMUA is a 1993 Ford and is 27 years old. The truck is beyond repair and is utilized every time there is a water or sewer break.

m/Baker s/Johnston to authorize the purchase of a new Dump Truck per State Contract pricing in the amount of \$42,703.00 from Winner Ford Cherry Hill. m/passed

m/Baker s/Johnston to file all correspondence sent out for review without reading number 1 through number 16. m/passed

m/Baker s/Johnston to pay all bills presented for the month of February 2020. m/passed

The next regular meeting will be held on February 26, 2020 at 7:00 p.m.

m/Baker s/Johnston to adjourn the meeting 6:41 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary