

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

The regular meeting of the BBMUA was held on February 13, 2019 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 Jr.
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 2019.

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

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

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

m/Baker s/Johnston 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 2019. m/passed

m/Baker s/Johnston retain Testa, Heck, Testa & White, P.A. as the BBMUA's solicitor for the year 2019. m/passed

m/Baker s/Delano retain Romano, Hearing, Testa & Knorr, P.A. as the BBMUA's auditor for the year 2019. m/passed

m/Baker s/Delano retain Remington, Vernick & Walberg Engineers as the BBMUA's engineers for the year 2019. m/passed

m/Baker s/Delano retain Winne Banta Basralian & Kahn as the BBMUA's bond counsel for the year 2019. m/passed

The committees for the year 2019 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 sent to Mayor Zappariello with the BBMUA's response to the request for funds contributing to the HVAC & Lighting upgrades the Borough has planned to complete in 2019 was supplied to the BBMUA Board. An interlocal agreement has not been received from the Borough of Buena as yet. Once a copy is received a resolution will be prepared for adoption by the BBMUA Board to enter into the interlocal for the contribution that will be supplied by the BBMUA.

Robert Smith of Remington & Vernick provided the board with a copy of an email he received from Patrick Bermel of Emerald Screening regarding the incompatible motor and coupling. Emerald is agreeable to the reimbursement option that was presented to them. In order to process the reimbursement, Emerald is requiring a release of liability be signed with regard to these particular components. If the BBMUA is agreeable we

must sign the release and Emerald will arrange for the parts that belong to them to be shipped back to Emerald Equipment and furnish payment.

m/Baker s/Johnston to sign the release of liability for the pump, bell housing and coupling on the Emerald Screen so a reimbursement can be issued to the BBMUA in the amount of \$4,054.70 to cover the cost of the parts the BBMUA purchased to make the screen function properly. m/passed

Robert Smith of Remington & Vernick sent an email to Michael Testa Jr. & Robert Casella of Testa, Heck, Testa & White regarding the supply bonds that were received on the Furnishing and Delivery of Micro C 2000 and Water Meters contract. Mr. Smith wants to know if the supply bonds are acceptable or if the customers need to supply a performance bond and payment bond as submitted with past contracts. Robert Casella replied to Mr. Smith stating that he feels the performance and payment bonds are for general construction contracts not the purchasing of materials and the supply bond provided is appropriate to the contracts and are acceptable.

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, 2018 through January 31, 2019.

Robert Smith of Remington & Vernick provided an update on the Louis Drive project. Mr. Smith stated the BBMUA's portion of the contract is complete and the only open punch list items are regarding the Borough's portion. They are working through the punch list items pertaining to the resurfacing of the roadway. They should be able to get this closed out soon.

m/Baker s/Johnston adopt resolution R-9-2019 a resolution designating official newspapers of the BBMUA as the Atlantic County Record and The Daily Journal for the year 2019. m/passed

m/Baker s/Santagata adopt resolution R-10-2019 awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for auditing services for the year 2019 for a yearly amount not to exceed \$64,000.00. m/passed

m/Baker s/Delano adopt resolution R-11-2019 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 2019. m/passed

m/Baker s/Delano adopt resolution R-12-2019 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 2019 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 adopt resolution R-13-2019 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 2019.

m/passed

Michael Testa Jr. 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, 2019 through January 31, 2020.

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/Formisano to close the open session of the meeting.

m/passed

m/Baker s/Delano adopt Resolution R-14-2019 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/Formisano to open the executive closed session meeting at 6:12 pm.

m/passed

m/Baker s/Formisano to close the executive closed session meeting and return to regular session at 6:19 pm.

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 needs to be executed. The contract is for the period February 1, 2019 through January 31, 2020.

Mr. Testa informed the board that they are scheduled to begin the 2018 Audit in mid-March.

Ms. Santore informed the board that a customer came into the office named Mark Panzera. Mr. Panzera is in the United States Coast Guard and was a victim of the recent government shutdown. He stated that on the news it was stated that any interest on accounts they have would be waived due to the lack of pay government employees will not receive during the shutdown. I explained that we do not have the authorization to waive any interest fees and he would have to come before the board. He paid both of his accounts so the interest factor wasn't an issue with him but this brings up a good question. I am not sure if we have any other government employees in town but I feel the interest would still have to be charged but can work with them regarding the shut off of services. I told Mr. Panzera I would bring this topic up to the board. The board stated since there is no current policy regarding this they will address it on a case by case basis if this issue ever comes up again.

m/Formisano s/Baker 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, 2019 through January 31, 2020.

m/Baker s/Formisano to accept the minutes of the last regular meeting held on January 23, 2019. m/passed

Plant Superintendent Alan received a letter from Michele Potter of the State of New Jersey DEP Office of Quality Assurance regarding the March 2019 Non-Potable Water PT Study. The results are due to the Office of Quality Assurance by May 3, 2019.

Mr. Zorzi presented a listing of 2019 Generator Service Quotes that were received. Three attempts were made and the quotes are as follows:

Atlantic Switch and Generator	\$1,798.16
Reliable Power Plus	\$2,250.00
Industrial Valley Gas & Diesel	\$2,400.00

Therefore upon receiving the quotes a motion needs to be made to authorize a purchase order to Atlantic Switch and Generator in the amount of \$1,798.16 for the 2019 Generator Service Contract.

m/Baker s/Delano to authorize a purchase order be placed with Atlantic Switch and Generator in the amount of \$1,798.16 for the 2019 Generator Service Contract.

m/passed

Mr. Zorzi stated they are having problems with their 2 office computers. They had Wes Barber look at them and his suggestion is to replace them as they are outdated. Mr. Barber received a quote from Dell in the amount of \$2,033.12.

m/Baker s/Formisano to purchase 2 new computers from Dell in the amount of \$2,033.12.

m/passed

Mr. Zorzi informed the board that he received a phone call this morning from Cy Damon's wife. Cy had a heart attack last night and they had to put a stent in. If all goes well he will be out of the hospital on Friday but he is unsure when Cy will be back to work.

There is a slow leak that was discovered on Route 40 by Ted's Taxidermy. Mr. Zorzi feels it is the service to the Chinese Restaurant. He has the NJDOT keeping an eye on it tonight and they will address it first thing in the morning. He feels it is just a saddle that will need to be replaced but he will know more in the morning.

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

m/passed

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

m/passed

The next regular meeting will be held on February 27, 2019 at 7:00 p.m.

m/Delano s/Johnston to adjourn the meeting 6:34 p.m.

m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary