

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

The regular meeting of the BBMUA was held on February 14, 2018 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	S. Testa
R. Delano	C. Santore	
J. Formisano	R. Smith	
J. Johnston	M. Testa Jr.	

The first order of business tonight was the BBMUA's reorganization for the year 2018.

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

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

Nomination was made by Robert Delano for Richard Baker as the BBMUA's Vice-Chairman

m/Delano s/Johnston 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/Formisano to approve The Atlantic County Record and The Daily Journal as the official newspapers for the BBMUA for 2018. m/passed

m/Delano s/Johnston retain Testa, Heck, Testa & White, P.A. as the BBMUA's solicitor for the year 2018. m/passed

m/Baker s/Delano retain Romano, Hearing, Testa & Knorr, P.A. as the BBMUA's auditor for the year 2018. m/passed

m/Baker s/Johnston retain Remington, Vernick & Walberg Engineers as the BBMUA's engineers for the year 2018. m/passed

The committees for the year 2018 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.

Robert Smith of Remington, Vernick & Walberg provided copies of their proposed contract for execution 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 & Walberg sent an email to Alex Rodack of AC Schultes requesting full release and waiver of liens for the Service of Well No. 3 project. Mr. Smith provided a copy of the Maintenance Bond and Prevailing Wage Payment Certification for the project for the BBMUA's record. Mr. Rodack provided a copy of the Manning Report as requested on the punch list.

Robert Smith provided a copy of Change Order No. 2 – Final for the service of well no. 3 project for approval and signature. The change order resulted in a net decrease in the contract amount of \$16,825.00 and was approved by the board.

Robert Smith of Remington, Vernick & Walberg provided a cover letter and 4 sets of contracts for the Louis Drive Sanitary Sewer Extension Project to the BBMUA office for signature and return. Mr. Smith also included a copy of the AA201 (Initial Project Workforce Report Construction). The contracts were signed on February 1, 2018 and distributed at the preconstruction meeting on February 7, 2018. In working with the contractor a copy of the road opening permit was provided for signature and returned to Robert Smith to give to the Contractor to submit. An application package for the Cape Atlantic Soil Conservation District was also sent and the Certification for the Soil Erosion and Sediment Control Plan was approved and a copy was received back. This certification is valid for a period of 3 and one half years. Mr. Smith received an email from the contractor earlier today and they are working on a detour plan. The original plan was to do alternating traffic when they connect into the manhole on Central Avenue. However, there are some concerns about the distance between the manhole and the opposite curb line so they are talking to the County about doing the tie into the manhole through a road closure and detouring traffic. They have to get approval from the County and the Franklin Township Police Department in order to implement the detour. It will expedite the work and they should be able to get it done in one day possibly two. The contractor also asked for a substitution on the casting for the manhole lids. The only change will be that they will use the original wording Borough of Buena MUA instead of BBMUA which was submitted in the plans. The contractor anticipates beginning the project on February 26, 2018. The contractor sent over a draft notification that will be provided to all of the residents to the advise them there will be parking issues and access issues during the day. We will probably hear from some unhappy residents but it is very important to get the sewer installed and there will be some growing pains as we go through the construction process. The County is also requiring us to use a substance called Flowable Fill when the road is restored on Central Avenue which will incur an additional cost to the project.

A letter was received from Patricia Gardner, Director of Water Supply & Geoscience for the State of New Jersey DEP to Alan Zorzi regarding the Lead & Copper Rule Update – Materials Evaluation and Sampling Pool. At this time Ms. Gardner is encouraging all water systems that have not yet been required to submit their sampling plans to conduct the necessary evaluation of the water system and submit them to the NJDEP. Robert Smith stated that they have been working on this with Alan Zorzi and will get the plan finalized and submitted to the NJDEP.

A copy of a letter from Linda Peterson of the State of New Jersey DEP Bureau of Water System Engineering to Steve Filipone of Engineer Design Associates was received which is notifying him that the application for a simplified water main extension permit to construct/modify/operate public works facilities has been reviewed. The application has been determined to be administratively complete for the Liberty Village Project.

Robert Smith of Remington, Vernick & Walberg sent an email to Carmine Denasio of Emerald Equipment Systems Inc. regarding the screen that was purchased from Emerald. The screen is up and running, however, there are a few outstanding issues that need to be resolved prior to payment. There is an owner's manual and parts manual that are missing as well as a piece on the back of the screen that is missing that needs to be delivered. Due to the delay in hooking up the screen and getting it operational there were additional charges incurred from Scalfio Electric in temporarily connecting the old screen. Mr. Smith is going to email a copy of that invoice to Emerald and ask that the cost be deducted from the cost of the new screen. Mr. Smith will keep everyone abreast of what is going on with this.

m/Baker s/Delano adopt resolution R-6-2018 a resolution designating official newspapers of the BBMUA as the Atlantic County Record and The Daily Journal for the year 2018. m/passed

m/Santagata s/Johnston adopt resolution R-7-2018 awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for auditing services for the year 2018 for a yearly amount not to exceed \$64,000.00. m/passed

m/Delano s/Baker adopt resolution R-8-2018 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 2018 for a yearly amount not to exceed \$75,000.00. m/passed

m/Delano s/Johnston adopt resolution R-9-2018 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 2018 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

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, 2018 through January 31, 2019.

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, 2018 through January 31, 2019.

Mr. Testa informed the board that they are scheduled to begin the 2017 Audit on March 12, 2018.

A copy of the Borough of Buena's resolution 18-18 reappointing Johnathan Alvarez to the BBMUA position of Alternate 1 for the period February 2, 2018 through February 1, 2023 was provided to the board for their records.

A copy of the Borough of Buena's resolution 20-18 reappointing Joseph Santagata to the BBMUA position of Board Member for the period February 2, 2018 through February 1, 2023 was provided to the board for their records.

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

m/Baker s/Johnston to approve the renewal of the Sentinel Service Preventative Maintenance Agreement with Ransome CAT for the Loader in the amount of \$1,280.00 per visit. (Generally 2 to 3 visits per year. Price is locked in for a period of 24 months.) m/passed

m/Baker s/Johnston to accept the minutes of the last regular meeting held on January 24, 2018. m/passed

m/Baker s/Johnston to accept the minutes of the last executive closed session meeting held on January 24, 2018. m/passed

m/Baker s/Delano to file all correspondence sent out for review without reading number 1 through number 25. m/passed

m/Baker s/Johnston to pay all bills presented for the month of February 2018. m/passed

The next regular meeting will be held on February 28, 2018 at 7:00 p.m.

m/Baker s/Johnston to adjourn the meeting 6:24 p.m. m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary