

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

The regular meeting of the BBMUA was held on March 23, 2016 at 7 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 Chairman Joseph Santagata.

Those present were:

R. Baker	J. Alvarez	S. Testa
R. Delano	C. Santore	R. Smith
J. Santagata	A. Zorzi	
S. Woshnak	M. Testa Jr.	

The board reviewed the proposal sent from Shana Zeiger of Tower Advisors regarding cellular leases held by the BBMUA. Ms. Zeiger stated previously that she would send information regarding their company and what services they would be able to provide to bring additional revenue to our water tower. The information received was a proposal to manage the current lease and any future lease(s) that may be obtained. The board did not feel that this was of any benefit to us at this time.

At the last regular meeting held on March 9, 2016 the board requested that Plant Superintendent Alan Zorzi contact Groff Tractor to obtain an official quote with delivery on a new Case 580N Backhoe. When Mr. Zorzi reached out to Groff, he discovered that Groff is not a state contract vendor, however they belong to the NJPA.org. In order to receive the price that was quoted, the BBMUA would have to join the NJPA just as we had joined the National IPA when we purchased the new Loader. While reviewing the NJPA listing of vendors Mr. Zorzi discovered that John Deere was also an approved vendor. Mr. Zorzi then contacted John Deere and requested a formal quote on their 310EL Backhoe. John Deere informed Mr. Zorzi that they could provide a better cost saving on this machine through the MRESC Co-op (Middlesex Regional Educational Services Commission Co-op). Upon receiving this information, Mr. Zorzi compared the cost of the three machines as follows:

<u>Manufacturer</u>	<u>List Price</u>	<u>Savings Discount through Co-Op</u>	<u>Net Price</u>
Ransome CAT	\$141,502.00	21%	\$98,787.00
Groff Tractor	\$127,163.55	31%	\$87,699.00
John Deere	\$151,007.00	42%	\$87,584.06

Once Mr. Zorzi reviewed all of this information, he felt in his opinion and the opinions of others in the construction field that the John Deere was the best machine at the best savings. Therefore, he researched the MRESC Co-op and presented this information to the BBMUA board to make the final decision on which machine to purchase.

The BBMUA board members decided to move forward with joining the MRESC and once approved to purchase the John Deere machine from JESCO through the MRESC Co-op. The board approved the purchase of the John Deere Backhoe with a motion made by Mr. Delano and a second by Mr. Baker and passed with all voting in favor. Once approval is granted by the MRESC, a resolution will be drawn up for the purchase of the equipment and presented at a regular meeting for adoption.

m/Baker s/Woshnak to adopt resolution R-11-2016 authorizing the Borough of Buena Municipal Utilities Authority to enter into a cooperative pricing agreement in a cooperative pricing system with the MRESC Co-op. m/passed

A copy of the agreement for a cooperative pricing system was executed and sent to the MRESC as the lead agency for submission to the director of the Division of Local Government Services for approval.

Secretary/Treasurer, Cheryl Santore, informed the board that it is time to file the Local Government Ethics Financial Disclosure Statements again. She stated that they may begin filing on April 4, 2016 and the deadline to file is April 30, 2016. She is waiting on the finalized roster from the clerk which will include pin numbers for the new members as well as the Local Finance Notice that details the instructions on how to file. Once this information is received it will be passed along to each member.

Ms. Santore also informed the board that she spoke with Mr. Fitzgerald's secretary in reference to the Liquid Alum lawsuit. Mr. Fitzgerald has been out of state conducting depositions. Unfortunately, Mr. Fitzgerald had a conflict for tonight's meeting and is unable to attend. The board requested that Ms. Santore contact Mr. Fitzgerald's office again to see if he would be able to attend the first meeting of the month or possibly send another member of his firm that is well versed in the case to answer any questions the board may have before making a decision to join the class action lawsuit.

At the last regular meeting the board approved the upgrade of the Pervasive software so we can move forward with the Edmunds upgrade. When scheduling the upgrade it was

discovered that our server will not support the new upgrades. Our current server is over 10 years old. Our IT person, Wes Barber, contacted Edmunds and associates and they stated that we can use a PC as a server which will cost approximately \$1,000.00 to \$1200.00 compared to the price of a new server at approximately \$4,000.00. Edmunds stated that they could sell us a work group version of Pervasive at \$125.00 per license and we would only need 2 licenses.

m/Baker s/Woshnak to purchase a PC Server in the amount of \$1,009.61 so that we can proceed with the Pervasive and Edmunds upgrade. m/passed

m/Baker s/Woshnak to accept the minutes of the last regular meeting held on March 9, 2016. m/passed

Plant Superintendent Alan Zorzi informed the board that he received the notice of order to comply sent by the New Jersey Department of Labor and Workforce Development Office of Public Employees' Occupational Safety and Health. This was the listing of items that needed to be addressed that were found as being deficient during the inspection conducted at our plant on March 8, 2016. Everything has been corrected except for the confined space entry.

Mr. Zorzi obtained a proposal from Certified Health and Safety Services, LLC in regard to the onsite OSHA compliant training seminars on confined space entry that needs to be held per the OSHA inspection. Chairman Santagata stated the JIF offers free confined space entry training to its members. Mr. Zorzi informed Mr. Santagata that our Risk Management Consultant was contacted and had been at the plant and suggested this company for the training. He also informed Mr. Santagata that the free training is not operational training it is only preparedness training. Preparedness training is not onsite.

m/Baker s/Delano to approve the onsite confined space entry safety training through Certified Health and Safety Services, LLC in the amount of \$1,103.00. m/passed

Mr. Zorzi informed the board that the tripod that we have and is necessary for the confined space entry training is from 1969. This tripod needs to be replaced with a new model that has all of the required cables, etc. Prices were obtained through a quote process and the lowest quote came in at \$2,061.70 from Norris Sales and Service.

m/Baker s/Delano to purchase a new tripod from Norris Sales and Service in the amount of \$2,061.70. m/passed

Mr. Zorzi also informed the board that he was in contact with both of our local fire departments to see if they are trained in confined space entry training. The local fire companies are not. Therefore, we will need to have a Memorandum of Agreement with the Vineland Fire Department to be our rescue team for the confined space entry. Our solicitor, Michael Testa, Jr. will work with the Solicitor for the Vineland Fire Department, Richard Tonetta to compose a Memorandum of Agreement to be executed by all parties involved.

Mr. Zorzi received a phone call from Peter Gallagher of Teligent (formerly IGI Labs, Inc.) regarding their expansion project located in Buena Vista Township. Mr. Gallagher would like to schedule a meeting possibly on March 28, 2016 to discuss the expansion. Mr. Zorzi thinks this meeting may have something to do with the water connections to the building. Any board members are welcome to attend as well.

The generator quotes have been obtained for the year. From the 3 quotes obtained Reliable Power Plus came in as the lowest quote at a cost of \$1,875.00. This quote includes service for all 5 generators, one complete oil change and overall check of each generator to make sure everything is in proper working order. Six months later they return and check over the fluids and make sure that everything is still working properly. If repairs need to be made at that time we either allow that company to fix them or obtain three quotes depending on the cost of the repair.

m/Baker s/Woshnak to accept the quote of the lowest quote provider, Reliable Power Plus, for generator services in the amount of \$1,875.00. m/passed

A quote was obtained by Frank Wells Paving, LLC to perform the repair work at the location of the water main break on Weymouth Road that occurred in December in front of Gregory DuBois property. The total cost of the asphalt repair work will be \$1,390.00.

m/Baker s/Delano to obtain Frank Wells Paving, LLC to perform asphalt repair work on Weymouth Road in the amount of \$1,390.00. m/passed

Chairman Santagata asked if there was a status on the aerators and tank light situations. Mr. Zorzi and Mr. Testa stated that they will be meeting together to get these issues resolved.

m/Baker s/Woshnak to file all correspondence sent out for review without reading number 1 through number 9. m/passed

The next regular meeting will be held on April 13, 2016 at 7:00 p.m.

m/Woshnak s/Alvarez to adjourn the meeting 7:44 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary