

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

The regular meeting of the BBMUA was held on April 24, 2019 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. Santagata	R. Smith
J. Formisano	C. Santore	R. Casella
J. Johnston	A. Zorzi	S. Testa

Robert Smith of Remington & Vernick provided a copy of the email he sent to Frank Carpino of Liberty Village informing him for the fourth time that a bond must be posted as well as inspection escrow with the BBMUA. Mr. Smith has not heard back from Mr. Carpino recently but Mr. Carpino assured him he would get that done. Chairman Santagata asked what can be done if Mr. Carpino doesn't post the required bond. Mr. Smith stated they could shut the project down until it is posted.

Robert Smith of Remington & Vernick provided a copy of the Asset Management Plan via email to Plant Superintendent Alan Zorzi for his review and comment. If the plan is agreeable it will have to be adopted by resolution. Mr. Zorzi stated that the board should review the plan because it will require money be budgeted for future capital projects. Mr. Smith stated this is a living document so it can be revised as needed. Chairman Santagata asked if there is anything on the report that is urgent. Mr. Zorzi stated the water tank will need to be inspected in 2020 and that will need to be budgeted. After that the next items to look at would be the generators. Chairman Santagata stated when you look at the pictures it looks like there is routine maintenance that should be addressed. Mr. Zorzi stated that would be something for a tank maintenance company to address. Mr. Zorzi stated when they have DEP inspections they check over the tank also and look to see if any repairs are necessary and are addressed accordingly.

m/Baker s/Johnston to adopt resolution R-18-2019 adopting and implementing the Water System Asset Management Plan necessary to be in compliance with the State of New Jersey's Water Quality Accountability Act.

m/passed

Robert Smith of Remington & Vernick sent a letter to Chairman Santagata regarding the re-bid of the Electrical Repair & Maintenance Services contract received on April 2, 2019. The two bidders were Electron Services, 203 Oak Lane, Absecon, NJ 08201 and Scalfo Electric, Inc., 3539 N. Mill Road, Vineland, NJ 08360. Electron Services was again the low bidder. Electron had lower hourly rates for all of the hourly rate categories with the exception of Technician Helper. Therefore in accordance with the Local Public Contracts Law, Mr. Smith's recommendation is to award the bid to Electron Services with the approval of the BBMUA Solicitor and funds being available. If the Board chooses to make the award Mr. Smith will wait until Borough Counsel makes the award prior to sending the contracts. Mr. Smith indicated he did go over the bids very thoroughly and the issues that were a concern from the Borough with the last award are no longer an issue. Chairman Santagata asked if we can award tonight or should they wait until after the Borough awards. Mr. Smith stated they can award tonight.

m/Baker s/Johnston to adopt resolution R-17-2019 awarding the contract for the furnishing of electrical repair and maintenance services to Electron Services for a 2 year term. m/passed

Steve Testa of Romano, Hearing, Testa & Knorr provided the board with a copy of the client engagement letter for the 2018 Audit. The field work for the audit is currently being conducted. They are still waiting for the information from the State of New Jersey regarding the pensions and health benefits so the Audit cannot be finalized yet but they are working on it.

Secretary Cheryl Santore reminded the board that the annual Financial Disclosure Statements need to be filed by April 30, 2019 or violations will be issued. The only people that are left to file are Bob Delano and Johnathan Alvarez and she will give them a call to remind them to file. Also, Ed Walberg has retired so the Clerk provided a pin to the next person in charge who will be Ed Dennis of Remington & Vernick.

m/Baker s/Johnston to approve the minutes of the regular meeting held on April 10, 2019. m/passed

Plant Superintendent Alan Zorzi informed the board a quote was received for 2019 H.D.P.E. Perforated Pipe that is used in the composting process. Three attempts were made and two were received. The lowest quote was received from Kennedy Culvert & Supply for 20 rolls at \$140.00 per roll for a total price of \$2,800.00.

m/Baker s/Johnston to purchase H.D.P.E. Perforated Pipe from Kennedy Culvert & Supply for a cost of \$2,800.00. m/passed

Mr. Zorzi received a letter from Gautam Patel, Chief of the State of NJ DEP Bureau of Environmental, Engineering & Permitting notifying us that the BBMUA has reached or exceeded 95 percent of its permitted flow determined by a 12 consecutive month average threshold and informing us that we are required to submit a capacity analysis report prior to September 24, 2019 pursuant to N.J.A.C. 7:14A-22.16(a). We are also required to submit a completed WQM007 Form beginning the last day of the month following the date the threshold was met and on a quarterly basis thereafter. Mr. Zorzi requested a quote from Robert Smith of Remington & Vernick to prepare the capacity analysis report which is required by September 24. The WQM007 report has been filed and is required quarterly. Mr. Zorzi informed the board that they had 3 days and the weekend for a total of 5 days where they did not receive septage due to the paving of Plymouth Road. The flows were back to normal limits during that time period. The septage station will be shut down soon to clean the septage pit and there is a tank that will be down for about a week that has to be cleaned because of the added septage we have been getting. Hopefully the week of down time will allow the men to catch up with the processing of the sludge a little bit. It was suggested that possibly a rate increase or adjustment of hours that septage can be received would help to alleviate the extra septage we have been receiving. The BBMUA is still on the honor system. Sometimes the haulers forget to put a slip in or they fill out the paperwork incorrectly. The plant employees try to monitor that closely but it can slip by and the honor system in today's world doesn't always work. Hopefully as the water table recedes and it dries out the amount of septage will slow down. Steve Testa gave a brief overview to the board on the septage rates over the past 10 years. He then told the board if they are going to raise the rate they have to have a public hearing and have information available to present at the public hearing to justify the increase being proposed. There is additional manpower, maintenance, equipment, and possibly upgrading the septage receiving station, etc. which can justify the increase. We can also get pricing to install a camera system or a sensor system that would open the gate and register who is there bringing septage to the plant. Mr. Zorzi stated he would look into those avenues. To hold a public hearing you have to authorize to have a public hearing, advertise that you will have a public hearing 20 days after the advertisement, and then hold the rate hearing. The board is making the recommendation to authorize for a public hearing for a septage rate increase.

m/Baker s/Johnston to authorize advertisement to hold a public hearing for a septage rate increase. m/passed

Alan Zorzi informed the board that he received an email from the Pinelands Commission today. They will be coming down on May 22, 2019 to take a tour of the plant. There will be a few news media outlets there as well. Mr. Zorzi will let the board know if anything changes with the date and time.

m/Baker s/Johnston to file all correspondence sent out for review without reading number 1 through number 8. m/passed

The next regular meeting will be held on May 8, 2019 at 7:00 p.m.

m/Formisano s/Johnston to adjourn the meeting 7:30 p.m.

m/passed

Submitted by
Cheryl Santore-BBMUA Secretary