

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

The regular meeting of the BBMUA was held on July 22, 2015 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 Vice-Chairman Richard Baker.

Those present were:

R. Baker	A. Zorzi
S. Woshnak	R. Smith
J. Formisano	M. Testa Jr.
C. Santore	S. Testa

Vice-Chairman Richard Baker stated the board received a letter from Jeffrey Noone informing the board of his intention to retire effective August 1, 2016. Plant Superintendent Alan Zorzi asked Mr. Noone to put this in writing to the board notifying them of his plans. Mr. Noone does the diversion reports and some other reports that are quarterly. As of right now the only person who holds the licenses that could take his place is Johnathan Erber. Mr. Zorzi felt that the board could realize that Jeff Noone could sit with John Erber over the next year to teach him how to do these reports. At the time of Mr. Noone's retirement the board can make the decision how they want to fill the position.

Robert Smith of Remington, Vernick & Walberg informed the board that they are working on Solar Power Purchase Agreement RFP. The sub-consultant questioned where we would like the flat screen monitor for the data acquisition system to be located at the MUA office on Central Avenue or at the treatment plant. Mr. Smith assumes that you would want it at the plant but he wanted to check with the board before stating that. The board did indeed indicate that they wanted the monitor to be located at the plant.

Mr. Smith sent an email to Michael Testa Jr, of Testa, Heck, Scrocca & Testa regarding the BBMUA Solar Power Purchase Agreement RFP. Mr. Smith asked that Mr. Testa

review the draft insurance requirements and sample insurance certificate for the project to be sure they meet with his approval. Mr. Testa stated that he did review the requirements and certificate and he had no objection to the coverage requirement and that the coverage should be sufficient.

Ed Walberg of Remington, Vernick & Walberg provided a proposal to prepare and submit the necessary application forms to obtain an NJDEP Air Quality Permit for the new generator installed at the wastewater treatment plant for a cost not to exceed \$2,600.00. The application fee of \$820.00 is not included in this cost.

m/Baker s/Woshnak to allow Remington, Vernick & Walberg to prepare and submit the necessary application form to obtain an NJDEP Air Quality Permit for the new generator as per their proposal for a cost not to exceed \$2,600.00 plus the application fee of \$820.00. m/passed

Michael Testa Jr. of Testa, Heck, Scrocca & Testa informed the board that he will be handling the Ovivo aerator problem and the AT&T tank light issue. He spoke with Plant Superintendent Alan Zorzi today and will get to it relatively soon.

Vice-Chairman Baker asked Steve Testa of Romano, Hearing, Testa & Knorr to present the Audit for the BBMUA for the period ending December 31, 2014 to the board for approval. Mr. Testa explained in detail the report for their review and discussion. Mr. Testa informed the board that the Authority received a clean opinion on its financial statements. There were no material weaknesses or significant deficiencies in connection with internal control and there were no instances of non-compliance required to be reported under government auditing standards or standards promulgated by the Division of Local Government Services in the State of New Jersey. As a result there were no findings and recommendations in the audit report and therefore, no corrective action is needed. Mr. Testa commended the Authority and the administrative and financial staff, specifically Cheryl Santore, Alan Zorzi, Mary Ann Chalow, and Debbie Austino for a job well done in regard to the audit report. Mr. Testa did point out that in the notes in the financial statements it is required to report any sensitive disclosures and noted one that he and his firm feel could be a sensitive disclosure. In note 15 on the financial statements a note was included for subsequent events which states that the Borough of Buena passed a resolution to investigate the dissolution of the Authority. While there are several steps that need to occur for that to happen in Mr. Testa's professional opinion he felt this should be noted because if someone reads the financial statements and aren't aware that this is transpiring and the Authority is dissolved it could be problematic.

m/Baker s/Woshnak to adopt Resolution R-12-2015 a resolution whereas, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit

of its accounts to be made, and whereas, the annual report for the fiscal year ended December 31, 2014 has been completed and filed with the Borough of Buena Municipal Utilities Authority pursuant to N.J.S.A. 40A:5A-15. m/passed

The adopted Audit of the BBMUA for the period ending December 31, 2014 can be found on the BBMUA website.

Steve Testa of Romano, Hearing, Testa & Knorr informed the board of the updated calculation of the maximum allowable connection fee to the water system as of December 31, 2014. The computed maximum allowable connection fee in accordance with the formula provided in statute N.J.S.A. 40:14B-21 as of December 31, 2014 is \$2,245.00 per unit.

Mr. Testa also informed the board of the updated calculation of the maximum allowable connection fee to the sewer system as of December 31, 2014. The computed maximum allowable connection fee in accordance with the formula provided in statute N.J.S.A. 40:14B-22 as of December 31, 2014 is \$8,763.00 per unit.

Secretary/Treasurer Cheryl Santore provided the board with a copy of the letter sent to Jason Capizzi of Kraft & Capizzi congratulating him on being selected as one of the New Jersey Law Journal's New Leaders of the Bar for 2015.

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

Secretary Cheryl Santore requested the board's authorization to take the Principles of Financial Management and Preparation of Annual Financial Statements classes at Rutgers Center for Government Services. The classes are a total of 16 sessions and are every Monday, Wednesday, and a few Saturdays from September 2 through November 11. The total cost for both classes is \$2,066.00. Debbie Austino would be covering the September, October, and November meetings in her place.

m/Woshnak s/Formisano to authorize Ms. Santore to take the Principles of Financial Management and Preparation of Annual Financial Statements classes for a total cost not to exceed \$2,066.00. m/passed

The minutes of the regular meeting held on June 24, 2015 cannot be approved tonight due to the fact that the members present at that meeting were not all in attendance. They will be placed on the agenda for approval at the meeting to be held on August 12, 2015.

Plant Superintendent Alan Zorzi received an email from Richard Erickson of First Environment regarding the EJIF annual audit conducted on May 8, 2015. It was stated during this audit that we need an air quality permit for the 300 kw generator. This was previously discussed earlier in the meeting and Remington, Vernick & Walberg will be submitting the application on our behalf for this permit.

Mr. Zorzi also informed the board that he received an email from Magan Kanzaria of the State of New Jersey DEP advising us that the Bureau of Surface Water Permitting has issued the final NJPDES Discharge to Surface Water Permit. The original permit will be mailed to our facility.

At the meeting last month approval was received to purchase the portable generator. The generator has been received. When Mr. Zorzi told the board the price of the generator he forgot to include the cost of the trailer. Mr. Zorzi contacted Chairman Santagata to get approval. Chairman Santagata said to go ahead and place the order. The pricing changes are as follows: Generator cost \$30,411.15; Trailer cost \$2,949.10. The total cost for both items was \$33,360.25. Because this was a state contract generator Mr. Zorzi asked the company to quote him a price on a block heater because the generator is outside in the cold and this may cause a starting issue without a block heater. The only other problem that will have to be looked into is due to the size of the generator and the Tier 4 diesel emissions. There has to be a line load device installed on the generator to make it compatible with all stations. It is perfect for pumping station number 4, however the smaller pumping stations do not run at a high enough percentage to burn off the diesel. This line load device should take care of this problem.

Mr. Zorzi gave an update on the Borough of Buena's Flower Street project. There has been a 6" main offset and one more to go that has to be done. There are two more water mains that have to be crossed before we will know if they require being offset as well. There are a few services that have to be crossed and one is being relocated tomorrow that we will inspect. There are four water and four sewer services remaining to be crossed so we will see as we go along where we are with them.

The last item that Mr. Zorzi informed the board of is that we have been without our 621 Loader for a month. We are using the road department's loader. Trico feels it is the transmission control valve. Due to the age of the machine they do not make these parts. Trico said they may be able to find a used one, however, there is a 75% chance that it may not work. Bill Nimohay looked into a company in Georgia who said they have used valves for \$2,500.00. An account has been set up with them and an order has been placed. Hopefully once we receive the part it will work.

m/Woshnak s/Baker to file all correspondence sent out for review without reading  
number 1 through number 17. m/passed

m/Baker s/Woshnak to pay all bills presented for the month of July 2015.  
m/passed

The next regular meeting will be held on August 12, 2015 at 7:00 p.m.

m/Woshnak s/Formisano to adjourn the meeting 7:36 p.m. m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary