

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

The regular meeting of the BBMUA was held on October 24, 2018 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	A. Zorzi
R. Delano	M. Chalow
J. Formisano	R. Casella
J. Johnston	S. Testa
J. Santagata	R. Smith
J. Alvarez	

Robert Smith of Remington, Vernick & Walberg stated he is keeping in contact with Dennis Yoder of Remington, Vernick & Walberg regarding possible NJDEP grants available to the BBMUA for the upgrade to various pump stations. He will keep the board informed of any information they find.

Robert Smith reviewed the email from Alan Zorzi regarding a manual screen for the BBMUA's septage receiving station with Dennis Yoder. Dennis Yoder thinks is a good value but questions whether or not anyone has been using this. Jonathan Erber did some research and found a few facilities who have been using this with success. The only other question they had was regarding the long term durability of it and whether or not it will fit on the existing pad. Alan and Mr. Smith are going to get together and take a look at that. It does seem like a good idea because it will remove some of the grit and rags which will prevent damage to the pumps and save on labor costs because the employees have to spend extra time on cleaning and sometimes having to have professional cleaning. There were two that were submitted with differences in sizes and costs. Because we do not have a QPA our bid threshold is \$17,500.00 so we may be able to do this with quotes depending on the modifications to the current septage station.

Mr. Smith stated that Mr. Carpino has started to install his sanitary sewer for the project located on the Blvd. He has installed his dog house manhole and has made pretty significant progress on the installation of sewer mains and laterals. Remington, Vernick

& Walberg has an inspector out there. Mr. Smith sent Mr. Carpino an estimate they prepared of what needs to be bonded which is only what is in the right away as a result of new legislation the State passed and the Borough followed up with an Ordinance adopting that legislation. Mr. Carpino was also sent a second estimate for the overall site to determine what he has to post for inspection fees. One of the things Remington has been going over with Mr. Carpino and his engineer are some drainage issues. Bob received another set of plans on Friday and a Storm Water Report on Monday so they are working with him to address those so when they are done installing the sewer and water Mr. Carpino can begin addressing the drainage issues and make the drainage improvements that are part of the project. As of right now Mr. Carpino is making pretty good progress on the sanitary.

An email was received from Nicole Maslanich of the NJDEP Bureau of Water System Engineering Division of Water Supply and Geoscience to Daniel Beach regarding the resubmission of the lead and copper plan. Ms. Maslanich is requesting additional revision requests that are due by 10/31/18. Mr. Smith stated that he is working with Alan Zorzi and Dan Beach from his office on these revisions. The revisions will be addressed and submitted by the deadline.

Jersey Construction provided a copy of the notice they distributed to the residents of Louis Drive regarding the repaving work that will commence beginning October 22, 2018. They have been working since Tuesday, October 23, 2018 on Louis Drive on replacing the cross drains and the roadway. Remington is set to do a proof on Thursday morning and the contractor will begin repaving on Friday. Once that is done they will have a little bit of clean up and touch up work along the side of the roadway and some additional work to tie in some of the driveways. This should be paved barring any problems on Friday. Once the paving is complete Remington will do a change order and payment certificate and submit it to the board for approval. Once that is approved and paid, Remington can submit the copy of the payment to the Borough of Buena and they will make repayment for their portion to the BBMUA directly. The interlocal agreement will have to be signed prior to them making repayment to the BBMUA.

Monica Bell of Remington, Vernick & Walberg provided the board with a copy of the submittal for Atlantic County based on their comments on the proposed amendment to the Atlantic County Wastewater Quality Management Plan. Remington is working toward getting capacity increased from 400,000 gpd to 600,000 gpd for the treatment plant. In discussions that Alan Zorzi had with Monica Bell were to try to expand the sewer service area to try to include the entire Borough of Buena. Therefore these documents had to be submitted to support the request. Dennis Yoder sent a letter to Maryann Coraluzzo, the Borough of Buena Clerk to notify the Borough of the intent to increase the capacity.

Mr. Smith informed the board that a few of the contracts for service and materials are coming due to be rebid. Mr. Smith submitted proposals to the Board to authorize approval to prepare the bids so they can get the bids together and advertise them. The two that are closest to expiring are the wood chips and the liquid alum. Chairman

Santagata stated that is a good idea and he noticed that the cost to prepare each bid and receive the bid documents is \$950.00 each. Therefore the Chairman asked for a motion to approve the preparation and advertising of the bids for the Furnishing and Delivery of Wood Chips and the Furnishing and Delivery of Liquid Alum at a cost not to exceed \$950.00 each or \$1900.00 total.

m/Baker s/Delano to allow Remington, Vernick & Walberg to prepare the bid documents and advertise the bids for the Furnishing and Delivery of Wood Chips and the Furnishing and Delivery of Liquid Alum at a cost not to exceed \$950.00 each or a total of \$1900.00
m/passed

Robert Casella stated that an email was received from Steven Berkowitz of Berkowitz & Associates, P.C. regarding two outstanding invoices with Falasca Mechanical that the BBMUA is in disagreement with. Both the office staff and Alan Zorzi made it known to Falasca that we had issues with these invoices and Dennis Perna of Falasca chose to send this to their legal counsel. In the meantime Mr. Zorzi reached out to Aldo Falasca and Mr. Falasca is working on the billing issue and will advise. The invoices have since been revised and sent to the office staff and will be put on the bill list for the November 14, 2018 meeting and this issue will work itself out.

Mr. Casella stated that he was working with Secretary, Cheryl Santore regarding the interlocal agreement with the Borough of Buena for the Louis Drive project. Mr. Casella asked how the Borough will be reimbursing the MUA and how soon after the work is completed will payment be made so he can incorporate these terms into the agreement that is being drawn up. Ms. Santore stated that she feels it should be made in one lump sum payment and should be paid within 30 days from the completion of the project since the BBMUA will have to make payment to the contractor and the Borough has the money sitting in a bond that is being held. Once we authorize this agreement tonight, it will be sent over to the Borough for their execution so payment can be made in a timely fashion.

m/Baker s/Formisano to adopt Resolution R-15-2018 Authorizing an Interlocal Agreement with the BBMUA and the Borough of Buena for the Repaving and Improving of Louis Drive in the Borough of Buena.
m/passed

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, 2017. 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, 2017 is \$2,408.00 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, 2017. 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, 2017 is \$8,081.00 per unit.

At this time the board is not interested in increasing these connection fees, however, the Chairman stated that some time down the road they should look into evaluating the connection fees. If they are interested in raising the connection fees in the future a rate hearing would be required.

Mr. Steve Testa presented the 2019 sewer and water budget for the BBMUA to the board for introduction. Mr. Testa stated the board should keep in mind that they are using the same percentages allocated for water and sewer as in 2018. However, when the audit was done he had suggested that a time study should be performed to see if the percentage allocated should be adjusted and distributed differently for water and sewer. If the percentages are correct as they are now at 60% for sewer and 40% for water, a rate increase will have to be talked about for the water operations. Water rates have never been raised since 1985 when the water service to residents was established. We need to see if the percentages are correct. There is never a good time for an increase so prior to pursuing an increase a time study would be the way to go. As of now we are not proposing any sewer rate increase or water rate increase for the 2019 budget. This year we will be utilizing \$238,097 of unrestricted undesignated net assets to balance the water budget and we will have approximately \$36,000.00 remaining so if everything is exactly the same as we budgeted we would have to look into a rate increase or a rate adjustment. That is why Mr. Testa is stressing that a time study is suggested. Mr. Testa also stressed that if we would like to complete any of the projects in the Capital Budget in 2019 the board needs to think about authorizing the engineer to apply to the I-Bank (NJEIT) and/or USDA for grant funds or bonds. Approvals do take time so it is better to authorize the engineer to do this sooner rather than later. Steve Testa stated that what we probably should do is apply to the I-Bank (NJEIT) for the sewer projects and if you aren't going to do the water project for a few years you can go out and apply to them again. We still have to do some planning but since we have to get the budget submitted we wanted to show the projects and how we are going to finance them. Overall both budgets are almost exactly the same as last year.

m/Baker s/Formisano to adopt Resolution R-14-2018 a resolution introducing the Sewer and Water Operation Budget for 2019. m/passed

Mr. Testa stated that Peggy Gallos of the AEA passed along a message from the DCA asking members of the AEA and other stakeholder groups to review the draft regulations implementing the new law requiring certain change order language. If we want to make comments they need to be emailed to Peggy and Karen at the AEA by Friday, October 26, 2018. Mr. Testa feels this is more of an engineering item and doesn't see that we need to make any comments on this at this time.

m/Delano s/Baker to accept the minutes of the last regular meeting held on October 10, 2018. m/passed

Plant Superintendent Alan Zorzi received an email from Ed Wengrowski of the Pineland Commission confirming the date of the meeting for the invitation to speak at the Pineland Commission's meeting on Friday, November 9, 2018 at 9:30 am. Mr. Wengrowski also

came and took a tour of the BBMUA's plant on October 23, 2018 and was very impressed with our facility and operation.

Mr. Zorzi informed the board that we need to renew our service contract with Hydro-Dyne for the screen on the MBR Plant. He presented the proposal to the Board. The proposal is for a three year service contract in the amount of \$10,074.00. This is the same cost that was proposed in 2015.

m/Baker s/Formisano to renew the Hydro-Dyne service contract for the screen on the MBR plant for three years in the amount of \$10,074.00. m/passed

Mr. Zorzi also informed the board that the metal detector that is used to locate the sewer and water connections and shut off valves is aged and needs to be replaced. Jon Erber saw that Schonstedt Instrument Company was having a clearance sale on them and they found one better than the one we have currently. The clearance price was \$1895.00.

m/Baker s/Delano to purchase a metal detector from Schonestedt Instrument Company in the amount of \$1,895.00. m/passed

m/Baker s/Delano to file all correspondence sent out for review without reading number 1 through number 18. m/passed

The next regular meeting is scheduled for November 14, 2018 at 7:00 p.m.

m/Delano s/Johnston to adjourn the meeting 7:45p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary