

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

The regular meeting of the BBMUA was held on October 28, 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 Chairman Joseph Santagata.

Those present were:

J. Santagata	D. Austino	R. Smith
R. Baker	A. Zorzi	M. Chalow
J. Formisano	R. Casella	

Edmunds and Associates sent in their 2016 Software Maintenance invoice in the amount of \$5,624.00. The agreement is mandatory and must be entered into in order to receive software support, system enhancements, and mandated changes and updates. This cost has been the same for the past seven years. Unfortunately this software is exclusive to Edmunds and no one else can be hired for this service.

m/Baker s/Formisano to approve the purchase of the 2016 software maintenance service from Edmunds & Associates in the amount of \$5,624.00 for the period of January 1, 2016 through December 31, 2016. m/passed

Maryann Coraluzzo, Clerk for the Borough of Buena forwarded an email sent from the NJDEP via press release regarding the Christie Administration and their proposal for the Common Sense Overhaul to Water Quality Management Planning rule. The proposed rule will provide local governments with flexibility in protecting the environment while spurring opportunities for economic growth.

Robert Smith of Remington, Vernick & Walberg informed the board that an email was received from Evan Hebert of Pepco Holdings writing to confirm that the restriction to 250kW has been lifted due to another project on the same feeder dropping out. Therefore, the approval to install the proposed 750kW PV system is pending a technical review which will occur once an application and payment are received.

We will be receiving and opening the bids for the solar RFP for a PPA tomorrow. Therefore, depending on the bids received tomorrow a decision will need to be made whether to rebid the project to open up the restriction and remove the need for the battery storage or to accept a bid that we receive. Matt Stanger of Blue Sky Power will do the analysis of the bids once they are received and inform the board of the outcome.

Robert Casella attended the meeting in place of Michael Testa Jr. tonight. He stated that he does not have any update on the Ovivo situation regarding the overheating issue or AT&T regarding the tank light issue.

Steve Testa of Romano, Hearing, Testa & Knorr was not present at tonight's meeting. However, Mary Ann Chalow presented the 2016 sewer and water budget for the BBMUA to the board for introduction. Ms. Chalow explained that as of now we are not proposing any sewer rate increase or water rate increase for the 2016 budget. The sewer budget being introduced tonight still includes the additional debt service payment as well as \$75,000.00 toward the replacement of filters for the new MBR plant. We will be utilizing \$330,475.00 of the unrestricted undesignated net assets to balance the budget. Sewer revenues are pretty much flat. As for the water budget, revenues have decreased slightly due to the Sprint cell tower revenue contract being terminated. A rate increase is not proposed at this time. We will however be utilizing \$200,240.00 of unrestricted undesignated net assets to balance the budget. It still includes the \$50,000.00 to be placed into the Equipment Renewal and Replacement Account that exists to cover the cost of maintenance of the water tower.

m/Baker s/Formisano to adopt Resolution R-18-2015 a resolution introducing the Sewer and Water Operation Budget for 2016. m/passed

At a prior meeting Plant Superintendent Alan Zorzi had brought up to the board that the roof on the compost shed was going to need repair and that we needed to anticipate this repair in the 2016 budget. Mr. Zorzi had gotten two previous quotes on repairing the roof. On August 6, 2015 a man by the name of John Mack came to the plant escorted by board member John Formisano. Mr. Mack claimed that he was performing a job in the area and would have some left over roofing materials and would be able to repair the compost building for a cost of \$3,850.00. This material was different from the material previously quoted. At that time Mr. Zorzi as well as assistant plant superintendent Jeff Noone informed Mr. Formisano that there are criteria and laws stipulated by the State of New Jersey that need to be followed and that Mr. Mack needed to speak to the office

personnel to make sure that his company meets all of the necessary requirements or the BBMUA would not be able to do business with Mr. Mack. Mr. Zorzi tracked Debbie Austino down at the bank and informed her of the situation and Ms. Austino told Mr. Zorzi that Mr. Mack was required to have a New Jersey Business Registration Certificate and sign a purchase order and provide us with an invoice or we would not be able to do business with him. Mr. Zorzi stated that Mr. Formisano would be bringing Mr. Mack to the office and that she could go over the necessary paperwork with them. Mr. Formisano came to the office with Mr. Mack. At that time Ms. Austino informed both gentlemen that a business registration certificate was needed and that a purchase order had to be signed and an invoice provided. She also told Mr. Mack that if he did not have the proper paperwork that he was not allowed to do business with the BBMUA and was not to perform any work on the shed. She also stated that if he performed any work on the building and did not provide the necessary paperwork that it was on him and he would not be paid. Mr. Mack said he understood. Mr. Formisano asked if the work was performed could he pay Mr. Mack and then we could reimburse Mr. Formisano. Ms. Austino told him absolutely not. The matter cannot be handled in that matter because the process does not work that way. There are guidelines set by the State of New Jersey that we must follow and he was not to pay Mr. Mack. Mr. Mack was informed that he needed to bring the necessary paperwork to our office and before any work could be performed he needed to see Mr. Zorzi at the plant. Ms. Austino informed Mr. Zorzi of what she told both men and he understood. Mr. Mack proceeded to go to the plant after 1 pm. All of the men were out taking care of a problem on the road. Mr. Mack proceeded to do the work on the building without following the protocol that he was told he had to follow. When one of the employees came back to the plant they called Ms. Austino and told her that the men were up on the roof. She told him to get them off of the roof. She said they are not authorized to do the work because they did not provide the necessary paperwork required. Mr. Zorzi was called and by the time he returned to the plant the work was completed. Mr. Mack then went to Mr. Formisano and begged him to pay him stating that he had to pay his men for the work that was done. Mr. Formisano cut a check to Mr. Mack from his Formisano Farms, Inc. account in the amount of \$3,850.00. The office did not learn of this for approximately three weeks and after being asked by Mr. Formisano several times if we heard from Mr. Mack. Mr. Formisano asked if he could write up an invoice on a Formisano Farms printed invoice so he could be reimbursed. Secretary Treasurer, Cheryl Santore contacted the BBMUA Auditor Steve Testa as well as the Solicitor, Michael Testa Jr. to see how this matter could be rectified. They both stated that there is no way that this could be rectified properly and that she will be written up in the audit for not following the proper regulations. The Auditor also stated that this was a violation of the State of New Jersey local public contract law. He suggested to try contacting Mr. Mack to see if he could provide the necessary paperwork and then we could make out a check to Mr. Mack and he could sign it over to Mr. Formisano to reimburse him for the prior payment of services. Ms. Santore tried contacting Mr. Mack via the phone number provided as well as sending a certified letter to the address provided on the invoice that was handwritten and given to Mr. Formisano. The letter was returned unclaimed with a note that states "not on box app need ID". The phone mailbox is full and unable to have any messages left. Chairman Santagata would like the Auditor and the Solicitor to contact the Division of Local Government Services to see if there is

any way that Mr. Formisano could be reimbursed. Mr. Santagata feels this was done in good faith with good intentions and that Mr. Formisano should be reimbursed.

m/Baker s/Formisano to approve the minutes of the regular meeting held on October 14, 2015. m/passed

Plant Superintendent Alan Zorzi informed the board that a pump at pumping station number 4 needs to be replaced. When M&S Service came to perform the annual maintenance it was discovered the pump has a severed control panel line. There is excess amperage and that indicates there is probably water in the motor. It has been switched to a backup because they didn't want to pull it out in case of a storm. The pumps in that pump station were upgraded in the year 2000. It is a 10 horsepower, it is the largest pump and is submersible. It needs to be replaced. Once it is replaced Mr. Zorzi will look into the cost of having that repaired as a backup pump. The cost of a new pump is \$10,478.00. That cost includes shipping but does not include installation.

m/Baker s/Formisano to purchase a new 10 horsepower submersible pump for pumping station number 4 located on Kimberly Lane in the amount of \$10,478.00. m/passed

Mr. Zorzi also informed the board that he would like to get together with Remington, Vernick & Walberg to discuss upgrading the other 3 main pumping stations. They have not been updated since 1997 and the check valves are getting bad and have been kept up as much as we can. The valves themselves aren't holding anymore. Some adjustments have been made to try to get more life out of them. However, these will need to be addressed in 2016.

The new loader is now in operation at the plant is everything is working out well with that.

m/Formisano s/Baker to file all correspondence sent out for review without reading number 1 through number 6. m/passed

The next regular meeting will be held on November 10, 2015 at 7:00 p.m.

m/Formisano s/Baker to adjourn the meeting 7:25 p.m. m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary