

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

The regular meeting of the BBMUA was held on November 14, 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:

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| R. Baker | J. Alvarez |
| J. Formisano | C. Santore |
| J. Johnston | A. Zorzi |
| J. Santagata | |

Chairman Santagata stated that there is a resolution to go into closed session tonight but he wants to table that matter until the next meeting scheduled to be held on November 28, 2018 when the professionals will be in attendance. The board was in agreement.

Robert Smith of Remington & Vernick sent a letter requesting authorization to prepare and advertise the bidding documents for the contracts that are due to expire for the following: 1) Furnishing of Electrical Repair and Maintenance Services 2) Furnishing of Mechanical and Plumbing Repair and Maintenance Services 3) Furnishing and Delivery of Water Meters and 4) Furnishing and Delivery of Micro C 1000 or Approved Equal. The cost to prepare the specifications and bidding documents for the above listed bids is for a cost not to exceed \$950.00 each or a total of \$3,800.00.

m/Baker s/Formisano to authorize Remington & Vernick Engineers to prepare and advertise the bidding documents for the above listed contracts that are due to expire for a cost not to exceed \$950.00 each or a total of \$3,800.00. m/passed

Mr. Smith sent an email to Frank Carpino regarding the Liberty Village project. The contractor tied into the MUA water line without notifying anyone that the work was occurring. Mr. Smith informed Mr. Carpino that Remington, Vernick & Walberg must be notified prior to any site work being performed at the project site. Mr. Smith also advised Mr. Carpino that the bond needs to be posted for the sewer and water

improvements as well as inspection fees that must be posted with the BBMUA. Mr. Smith also reiterated that until Mr. Carpino's drainage plans are approved, he is proceeding at his own risk.

A copy of the advertisements for the Notices to Bidders for the furnishing and delivery of wood chips and the furnishing and delivery of liquid aluminum sulfate which were published in the Daily Journal and Atlantic County Record on Wednesday, November 7, 2018 were provided to the board for their information. Bids will be opened on Tuesday, November 20, 2018 at 11 am in the Borough Hall large meeting room.

Robert Smith sent an email to Bill Tomasello of Jersey Construction providing a copy of change order no. 1 and payment certificate no. 2 and requesting additional information to support the changes. Mr. Smith also informed Mr. Tomasello that the originals are located at the Pleasantville Office for signature.

Robert Smith sent a letter to Chairman Santagata providing a copy of Change Order No. 1 for the Louis Drive Sanitary Sewer Extension project which results in a net decrease in the contract amount of \$682.95 for approval.

m/Baker s/Alvarez to approve Change Order No. 1 for the Louis Drive Sanitary Sewer Extension project resulting in a net decrease in the contract amount of \$682.95.

m/passed

Robert Smith of Remington & Vernick Engineers sent a copy of payment certificate no. 2 for the Louis Drive Sanitary Sewer Extension Project for approval and payment.

m/Baker s/Johnston to approve payment certificate no. 2 for the Louis Drive Sanitary Sewer Extension Project for payment.

m/passed

Donna Sooy and her son Richard Parks submitted an application to the BBMUA to connect into the sanitary sewer system for her home located on Block 4001, Lot 53 located in Buena Vista Township. Mr. Parks was told on several occasions that the sewer line he would like to connect into belongs to Buena Vista Campground and that he would have to obtain permission from them and also obtain permission from Buena Vista Township to utilize part of their allocation that is allowed under the Pinelands Memorandum of Agreement. The BBMUA board members were in agreement that once Mr. Parks obtained the necessary permission from those two entities that the BBMUA would be willing to allow the connection and he would then be able to pay his connection fees and connect the home into the Sanitary Sewer system.

The Borough of Buena provided a copy of their resolution 94-18 which is approving an agreement between the Borough of Buena and the BBMUA to repave Louis Drive for our records.

m/Baker s/Formisano to approve the treasurer's report as presented. m/passed

Secretary Cheryl Santore sent a letter to Frank Carpino of Liberty Village providing him with the cost and delivery information for the meter that he will be required to purchase to service his project located on the Boulevard in Buena Borough.

m/Baker s/Alvarez to adopt resolution R-16-2018 appointing Mary Fenselau to the position of Clerk Typist in the Borough of Buena Municipal Utilities Authority effective January 1, 2019 through December 31, 2019. m/passed

Ms. Santore provided a notice of the regular meetings for the BBMUA for the year 2019 scheduled for the board's approval. Since the last meeting of 2019 will fall on Christmas Day, the board will not hold that meeting and will have the professionals attend the first meeting in December 2019. The entire board was in agreement with the change and all the dates.

A list of the 2019 holiday schedule for the BBMUA was distributed to the board. These holidays are the approved holidays per the employee contracts and memorandum of agreements.

The BBMUA will be awarded a 2018 dividend from the NJUAJIF in the amount of \$8,128.00. This is an increase of \$1,881.39 from the dividend awarded in 2017.

m/Baker s/Johnston to approve issuing safety incentive gift certificates to the BBMUA employees from the annual JIF dividend for 2018. The amount of the gift certificates will be \$100.00 due to good safety experience ratings. m/passed

m/Baker s/Johnston to approve the 2019 MIS service contract with Barber Consulting Services LLC in the amount of \$1,500.00. m/passed

m/Baker s/Johnston to accept the minutes of the last regular meeting held on October 24, 2018. m/passed

Plant Superintendent Alan Zorzi received a letter from Steven Filippone of Engineer Design Associates requesting written confirmation from the BBMUA that the Buena Vista Campground has 39 residential sewer tie-ins that equates to 6,435 gpd of available capacity. Mr. Filippone is also requesting written confirmation that the BBMUA will in fact allow Buena Vista Campground to connect into the sanitary sewer system and utilize the 6,435 gpd capacity. It is the campgrounds intent to use the available sewer capacity to service several sites throughout the campground by connecting into the existing pump station that is located near the entrance to the campground. They understand that prior to any connection, the existing pump station and sewer force main must be upgraded. The Campground does have 39 sewer units that they have been paying on so the allocation is already accounted for and the board does not see a problem as long as the necessary upgrades are made and approved prior to the connections being made. The board would like Secretary Cheryl Santore to draft a letter and forward it to the Solicitor to tweak and send on the BBMUA's behalf.

m/Baker s/Alvarez to approve the 2019 Well Asset Management Inspection contract with A. C. Schultes for 2019 for the existing 3 wells at a cost of \$350.00 each for a total of \$1,050.00. m/passed

m/Baker s/Johnston to approve the 2019 Healy Ruff/Eaton service contract in the amount of \$4,652.00 by M & S Service Company, Inc. M & S Service Company is the only company in the surrounding area that can service our equipment. m/passed

Superintendent Alan Zorzi received a letter from Robert Teeter of First Environment providing a copy of the 2019 Environmental Joint Insurance Fund Audit that was performed at the plant on October 24, 2018.

m/Baker s/Johnston to file all correspondence sent out for review without reading number 1 through number 19. m/passed

m/Baker s/Johnston to pay all bills presented for the month of November 2018. m/passed

The next regular meeting is scheduled for November 28, 2018 at 7:00 p.m.

m/Johnston s/Formisano to adjourn the meeting 7:22 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary