

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

The regular meeting of the BBMUA was held on November 24, 2021 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 while practicing social distancing and complying with mask guidelines.

The meeting was called to order by Chairman Joseph Santagata.

Those present were:

R. Baker	C. Santore
R. Delano	
J. Johnston	
J. Santagata	

m/Baker s/Johnston to adopt resolution R-27-2021 appointing Mary Fenselau to the position of Clerk Typist effective January 1, 2022 through December 31, 2022 at a rate of \$13.19 per hour for a maximum of 25 hours per week per civil service rules and regulations. m/passed

While Robert Smith of Remington & Vernick was not in attendance at tonight's meeting he provided email correspondence between himself and Jay Black of Diamond Properties (owners of Buena Vista Campground) providing a copy of an agreement that was entered into with the Campground in 2010 permitting certain discharges from the Campground. This is an example for the framework for a potential new agreement. Mr. Black stated he will review it so the discussion can keep rolling and possible solutions can be discussed that will work for both parties moving forward. Mr. Smith and Plant Superintendent Alan Zorzi have a meeting scheduled with Jay Black on December 2, 2021 at 10 am.

An email was received from Michael Curley, Environmental Engineer for the Construction Section of the NJDEP Division of Water Quality regarding the interim construction inspection that was performed on the pump station rehabilitation project. The project is behind schedule and they are in need of a formal change order requesting an extension on the contract. Mr. Smith wanted the board to be aware that the contractor

for the pump station rehabilitation project is requesting an extension until January 15, 2022 to complete the project as a result of delays in deliveries of equipment. Mr. Smith is working on a change order that will be submitted at a later date.

Steve Testa of Romano, Hearing, Testa & Knorr was not in attendance at tonight's meeting however he sent a report. Mr. Testa spoke with Maryann Chalow. She is still working on the State Budget Documents and plans to have them ready for the December 8, 2021 board meeting if that meeting is being held. She will prepare the late budget introduction resolution. Mr. Testa and Ms. Chalow discussed the concerns Secretary/Treasurer Cheryl Santore had about making sure the Authority has enough budgeted for certain operating expenses, in particular, chemicals given the results of the recent bid responses. Ms. Chalow will get in touch with Plant Superintendent Alan Zorzi to discuss those costs, water revenue amounts and any other possible Capital Expenditures (anything not included in the Remington & Vernick's 5 year capital plan as well). Mr. Testa will likely have to use estimated amounts for the Net Position (Equity) available for use in the Budget since the 2020 Audited Financial Statements are not yet able to be completed, in part because we are still waiting for the State's Other Post-Employment Benefits (OPEB) audit report to be released. In regards to the Audit, Mr. Testa has received the work papers necessary to begin fieldwork, and have begun working on the Audit. As stated above they need the State's OPEB audit report to be able to complete the audit. Mr. Testa will keep the Authority posted as to the progress of the Audit.

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

m/passed

Secretary Cheryl Santore received an email from Mary Pearsall of the NJ I-Bank providing a copy of the accrued interest statement for the month ending October 31, 2021 for the construction loan on the pump station rehabilitation project.

Ms. Santore provided the board with a copy of the Local Finance Notice released by the State of New Jersey Department of Community Affairs on November 9, 2021 regarding the COVID-19 Utility Ratepayer Relief Measures and the notice requirement. The LFN states that utility shut-offs can begin effective January 1, 2022 and the state is working on a Low-Income Household Water Assistance Program which will be announced by the State shortly.

m/Baker s/Delano to approve the Kappe Associates Healy Ruff/Eaton Service Contract for the 2022 fiscal year. The amount of the contract is \$4,985.00.

m/passed

m/Baker s/Johnston to purchase the unlimited MIS package from Barber Consulting Services LLC in the amount of \$3,300.00 for the year 2022. m/passed

Secretary/Treasurer Cheryl Santore presented a copy of the 2022 Edmunds GovTech Invoice for the annual software maintenance and support. The cost for 2022 will be \$5,974.00.

m/Baker s/Johnston to approve the Edmunds GovTech annual software maintenance and support invoice in the amount of \$5,974.00. m/passed

A notice of the regular meetings and holidays for 2022 were provided to the board for their information and input.

Ms. Santore informed the board that it was recently discovered that the property at 407 S.W. Blvd added an additional apartment unit and the total units is now 5. We have been billing the property for 4 units since the time of its connection into our sewer and water system. Therefore, an additional water and sewer unit should be billed for this property if the board agrees. The board agreed that an additional unit should be billed for a total of 5 units.

m/Johnston s/Delano to accept the minutes of the last regular meeting held on October 27, 2021. m/passed

m/Baker s/Delano to accept the minutes of the last closed executive session meeting held on October 27, 2021. m/passed

Three quotes were attempted in all of the chemical quotations. The vendors listed below came in with the lowest quotations. Chemical suppliers are unable to provide firm pricing due to market volatility and constant price increases. Pricing may change at time of order.

m/Baker s/Delano to purchase Citric Acid from Brenntag NorthEast Inc. in the amount of \$187.50/bag (50lb. bag) m/passed

m/Baker s/Delano to purchase Sodium Hypochlorite from Buckman's Inc. in the amount of \$155.90/drum (55 gal. drum) m/passed

m/Baker s/Delano to purchase Chlorine Gas from Coyne Chemical in the amount of \$277.17/cylinder (150lb. cylinder) m/passed

m/Baker s/Delano to purchase Chlorine Tablets from Coyne Chemical in the amount of \$178.90/pail (60 lb. pail) m/passed

m/Baker s/Delano to purchase Sulfuric Acid from Univar in the amount of \$1.98/gal. m/passed

m/Baker s/Delano to purchase Zeta Lyte 21 polymer from CET in the amount of \$288.12/box (55lb. box) m/passed

Please Note: Coyne Chemical bench tested several of their polymers in 2013. It was found that the equivalent dosage to the Zeta Lyte 21, their Zetag 8125 provided a larger faster flock and yielded a faster free-water release with far lower filtrate solids. Coyne provided the MUA with a sample in December 2013. After trying the product in use with our belt filter press it was found to be non-compatible with our process.

m/Baker s/Johnston to file all correspondence sent out for review without reading number 1 through number 12. m/passed

m/Baker s/Delano to pay all bills as presented. m/passed

The next regular meeting will be held on December 8, 2021 at 7:00 p.m.

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

Submitted by
Cheryl Santore-BBMUA Secretary