

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

The regular meeting of the BBMUA was held on December 11, 2024 at 6:30 p.m. This meeting notice was provided to The Daily Journal and the Atlantic City Press 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 guidelines.

The meeting was called to order by Chairman Robert Delano.

Those present were:

R. Delano	D. Horst
D. Romeo	R. Casella
J. Santagata	S. Testa
C. Santore	
J. Erber	

Chairman Delano informed the board that a notice was received for a Hearing on Application for Conte Realty, LLC that was heard at public hearing on November 26, 2024. We received this notice because our pumping station is in the vicinity of the property in question. This variance has no effect on us and therefore, there is no action to be taken on our part. The Land Use Secretary said they were approved for the two parking spaces to be used to sell automobiles.

Chairman Delano asked Solicitor Robert Casella if he received the Resolution 210-24 from the Borough regarding the shared services agreement for the Sanitary Sewer and Road Projects. Mr. Casella stated that he received a draft of the shared services agreement that he emailed to Secretary/Treasurer Cheryl Santore. Ms. Santore stated the agreement that is numbered is the one given to her by the Borough of Buena Clerk and the one that isn't numbered is the one that Mr. Casella sent over at 4:15 pm after the packets were completed. It did have markups on it but they did not print out and it looks like it printed twice when it did print. The Borough of Buena also provided a copy of Resolution 211-24 authorizing the execution of a grant application and grant agreement for grant funding from the New Jersey Infrastructure Bank in the amount not less than \$3,000,000.00 for the sanitary sewer and road projects in accordance with a shared services agreement by and between the Borough of Buena Municipal Utilities Authority and the Borough of Buena. Chairman Delano said that the resolution stating they applying for a grant is incorrect. This is not a grant. This is a loan. The NJ I-Bank refers to this as a forgivable loan but it is not a grant and should be referred to with the proper terminology as Mr. Casella pointed out and should be corrected. In the agreement the

wording should be changed to say forgivable loan but that is a minor technicality. The original agreement was sent by the Borough Solicitor, Richard Tonetta, to Chairman Delano, BBMUA Solicitor, Robert Casella and the BBMUA Auditor, Steve Testa for review. Upon reviewing the original agreement there were some minor changes that needed to be made. Mr. Casella stated that he did not have a chance to review the marked-up agreement prior to the meeting after receiving it from Mr. Tonetta at 4:15 pm this afternoon. Chairman Delano said one of the concerns that he has is on page 7 where it states that if the project goes over the funding amount that the said amount shall be paid to the Borough of Buena by the BBMUA within 30 days of invoice. Chairman Delano's concern with that is the 30-day time period. If the money comes in short, we would need time to come up with the monies that need to be paid to the Borough with that payment schedule so it does not affect our daily operations. Mr. Delano said that he had voiced some concerns as to who would own the project at the end of it. Mr. Testa stated that they changed the wording to state the BBMUA shall own and be solely responsible for maintenance of the sanitary sewer components of the Project and all sanitary sewer improvements completed during the project. Chairman Delano said that we want to move forward with this as soon as possible so as not to hold up the process and the funding application. David Romeo asked what is the next step. Chairman Delano said that this is the next step. We need to adopt a resolution and execute a contract that everyone is in agreement with. David Horst of DeBlasio & Associates said that they are almost finished completing the application for the funding for the project. Steve Testa stated when you submit the application that is the application for the funding. Chairman Delano asked Mr. Casella if the shared services agreement is signed tonight is ok with that. Mr. Casella said we shouldn't sign it until we are ok with every term in the agreement. He feels that the 30-day repayment term needs to be ironed out prior to signing. He also said that not signing this tonight will not hold up the application process for the funding and this does not have to be in place prior to the application. David Horst stated he agrees with that. There is no rush to get this signed tonight. Mr. Testa stated if everyone is ok with the Borough being the applicant but we get to review everything and be involved in the project the Borough can proceed with the NJ I-Bank application. Mr. Casella said we can approve that concept tonight and adopt a Resolution as such and then iron out the little differences in the agreement. The agreement does not control the application it is the other way around. The agreement is just how the Borough and the BBMUA get from point A to point B. Mr. Romeo said in his opinion as long as it doesn't hold anything up, he doesn't have a problem with going through the agreement and correcting what needs to be ironed out and handling it at the next meeting in January and taking care of it.

m/Romeo s/Santagata to adopt Resolution R-44-2024 authorizing the execution of a shared services agreement for the sanitary sewer and road projects by and between the Buena Borough Municipal Utilities Authority and the Borough of Buena. m/passed

David Horst of DeBlasio and Associates reviewed the engineer's report from Marc DeBlasio dated December 11, 2024 providing updates on Grant Applications, Capital Projects for the Wastewater NJPDES Permit Review, Materials/Services Specification

Services, High Grass Farms Water and Sanitary Sewer Application, Buena Vista Campground Sanitary Sewer Review, and Buena Connection Brewing Co. Water and Sanitary Sewer Application.

Mr. Horst stated that DeBlasio & Associates had a conference call with the NJ I-Bank on October 31, 2024. DeBlasio & Associates is requesting a Drinking Water Scope of Work in order to prepare and submit a proposal for the NJ I-Bank Drinking Water Application. Chairman Delano stated that until we have all of our generators in place on our wells, we are not ready to empty the water tower and cannot begin working on the drinking water aspect of the project. That is the building block in making the repairs on the tower. Mr. Horst asked if we have an idea of how long it will be before the generator is installed. Jonathan Erber stated that the site work has begun however the delivery on the generator itself is months out. Mr. Horst was asked to check with the NJ I-Bank and ask if we can apply for funding and conduct all of the engineering and bidding but not begin the actual project until late 2025 or 2026 if it is specified in the contract.

David Horst of DeBlasio & Associates prepared and provided an interim agreement for the Buena Connection Brewing Company for review. Mr. Casella stated he reviewed the interim agreement and has no problem with the language and the agreement as written.

m/Romeo s/Santagata to accept the interim agreement as written and approve the agreement to be submitted to the applicant. m/passed

Marc DeBlasio of DeBlasio & Associates sent a letter making a recommendation of award for the furnishing of Electrical Repair and Maintenance services contract to Lee-Way Electrical, LLC for a two-year term pending the BBMUA Solicitor's approval. The bids were reviewed by the Solicitor and approved for award.

m/Romeo s/Santagata to award the bid for the furnishing of Electrical Repair and Maintenance Services to Lee-Way Electrical, LLC for a two year term. m/passed

m/Romeo s/Santagata to adopt Resolution R-42-2024 awarding the contract for the furnishing of electrical repair and maintenance services for a two year term to Lee-Way Electrical, LLC. m/passed

Marc DeBlasio of DeBlasio & Associates sent a letter making a recommendation of award for the furnishing of Mechanical and Plumbing Repair and Maintenance services contract to Falasca Mechanical, Inc. for a two year term pending the BBMUA Solicitor's approval. The bids were reviewed by the Solicitor and approved for award.

m/Romeo s/Santagata to award the bid for the furnishing of Mechanical and Plumbing Repair and Maintenance Services to Falasca Mechanical, Inc. for a two year term.
m/passed

m/Romeo s/Santagata to adopt Resolution R-43-2024 awarding the contract for the furnishing of mechanical and plumbing repair and maintenance services for a two year term to Falasca Mechanical, Inc.
m/passed

David Horst of DeBlasio & Associates received an email from John Kulin of High Grass Farms. Mr. Kulin provided an update on the testing being done on the lab results indicating that he has results for the 11/14 collection but does not have results for the 10/30 collection but will forward the results as soon as he receives them.

m/Romeo s/Santagata adopt Resolution R-39-2024 authorizing the meeting of the Borough of Buena Municipal Utilities Authority closed to the public to discuss matters of potential litigation which involve attorney client privilege pursuant to N.J.S.A. 10:4-12(b)(7).
m/passed

m/Romeo s/Santagata to open the executive closed session meeting at 7:13 pm.
m/passed

m/Romeo s/Johnston to close the executive closed session meeting and return to regular session at 7:34 pm.
m/passed

A decision was made to adopt a resolution to write off the incorrect balance and correct the water balance for the Liberty Village II account to correct the decimal place error.

m/Romeo s/Santagata to adopt Resolution R-45-2024 writing off the incorrect balance and correct the water balance for the Liberty Village II account.
m/passed

Mr. Steve Testa of Romano, Hearing, Testa & Knorr provided each member with a copy of the completed audit for their approval and resolution R-40-2024 can be adopted once the audit review has been discussed tonight. Mr. Testa also supplied the board with the communication of governance letter at the close of the Audit for the year ended December 31, 2022 as well as a copy of the management representation letter in connection with the audits of the financial statements with respect to the final position as of December 31, 2022. The management representation letter requires the signature of the Chairman, Secretary/Treasurer and Consultant. The letter with the Chairman and Secretary/Treasurer's signature was received by Steve Testa.

Steve Testa of Romano, Hearing, Testa & Knorr thanked the board for allowing their firm to conduct the Audit. Everything with the Audit went fine as always. This audit is one of the cleanest Audit's that Romano, Hearing, Testa & Knorr completes. Mr. Testa stated the office does a really good job of providing them with everything they need and 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 explained in detail the report for their review and discussion.

m/Romeo s/Santagata to adopt Resolution R-40-2024 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, 2022 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, 2022 can be found on the BBMUA website and the Synopsis of the Audit will be published in the BBMUA's Official Newspapers.

Mr. Steve Testa informed the board that the 2025 Water and Sewer Budget that was introduced at the regular meeting held on November 13, 2024 was approved by the State of New Jersey Division of Local Government Services for adoption at tonight's meeting. Therefore, we need to adopt Resolution R-41-2024 which adopts the 2025 budget.

m/Romeo s/Santagata to adopt Resolution R-41-2024 which adopts the 2025 Sewer/Water Budget introduced at the meeting held on November 13, 2024. m/passed

m/Romeo s/Santagata to approve the treasurer's report as read. m/passed

Secretary Treasurer, Cheryl Santore presented a copy of the signed contract for a 12 month period with AEP Energy, Inc., who were the lowest bidder of the online energy auction that was held on November 14, 2024. The rate that was locked in is \$0.08437 per kWh for that 12 month period. The contract will take effect in June 2025 when our current contract with Smartest Energy expires. The current rate is \$0.10006 per kWh.

Secretary/Treasurer Cheryl Santore presented a copy of the 2025 Edmunds GovTech Invoice for the annual software maintenance and support. The cost for 2025 will be \$6,915.67.

m/Romeo s/Santagata to approve the Edmunds GovTech annual software maintenance and support invoice in the amount of \$6,915.67. m/passed

Ms. Santore provided a copy of the NJ I-Bank invoice and A-2 schedule for the BBMUA's 2022A-1 loan that is due on 02/01/2025 for the board's information. This bill will be placed on the January 2025 bill list and the ACH payment will be scheduled.

m/Romeo s/Santagata to approve the renewal of the membership in the AEA for the year 2025 in the amount of \$3,791.00. m/passed

m/Romeo s/Santagata to approve the advertisement of the public notice for the solicitation of professional services contract appointments for February 1, 2025 through January 31, 2026. m/passed

A proposal was submitted by Remington & Vernick Engineers for the construction observation services proposal for the standby emergency generator at well #3. Everyone was in agreement including DeBlasio & Associates that since Remington & Vernick had started the emergency generator project that they should submit a proposal for the engineering services to complete that project.

m/Romeo s/Santagata to accept the proposal submitted by Remington & Vernick for the construction observation services for the standby emergency generator at well #3 in the amount of \$11,000.00. m/passed

m/Romeo s/Santagata to accept the minutes of the last regular meeting held on November 13, 2024. m/passed

A letter was received from the State of NJ Department of Labor and Workforce Development regarding the PEOSH inspection held on September 23, 2024. The letter stated that a follow up inspection was conducted regarding the violations found and as a result of the inspection conducted on November 18, 2024 all hazards identified were abated.

m/Romeo s/Santagata to approve the purchase of the quarterly inspection of the two backflow preventers at a rate of \$370.00 per quarter for a total of \$1,480.00 for 2025.
m/passed

Three quotes were attempted in all of the lab testing quotations. The vendors listed below came in with the lowest quotations.

m/Romeo s/Santagata to approve testing by the lowest bidder Suburban Testing Labs in the amount of \$13,920.00 per year for Compost Fecal & Total Solids Testing.
m/passed

m/Romeo s/Santagata to approve testing by Suburban Testing Labs in the amount of \$4,160.00 per year for Compost Quarterly Testing.
m/passed

m/Romeo s/Santagata to approve testing by American Aquatic in the amount of \$1,700.00 per test for Bioassay Testing.
m/passed

m/Romeo s/Santagata to approve testing by Suburban Testing Labs in the amount of \$1,665.00 per year for Annual WCR Testing.
m/passed

m/Romeo s/Santagata to approve testing by Suburban Testing Labs in the amount of \$2,050.00 per year for Semi-Annual WCR Testing.
m/passed

m/Romeo s/Santagata to approve testing by ACUA in the amount of \$5,500.00 per year for Influent/Effluent TP, Nitrite, Ammonia, TSS, BOD, E. Coli testing.
m/passed

m/Romeo s/Santagata to approve testing by Suburban Testing Labs in the amount of \$1,584.00 per year for Influent/Effluent O&G, TKN, Copper, Antimony, Bis 2 phthalate, Zinc testing.
m/passed

m/Romeo s/Santagata to approve drinking water testing by SJ Water in the amount of \$1,420.00 per year for TTHM, HAA5's Regulated PFAS testing.
m/passed

m/Romeo s/Santagata to approve drinking water testing by ACUA in the amount of \$6,000.00 per year for TC, Nitrate, Sodium Chloride testing.
m/passed

Three quotes were attempted in all of the chemical quotations. The vendors listed below came in with the lowest quotations.

m/Romeo s/Santagata to purchase Citric Acid from Coyne Chemical in the amount of \$73.50/bag (50lb. bag) m/passed

m/Romeo s/Santagata to purchase Sodium Hypochlorite from Buckman's Inc. in the amount of \$211.89/drum (55 gal. drum) m/passed

m/Romeo s/Santagata to purchase Chlorine Gas from Coyne Chemical in the amount of \$522.00/cylinder (150lb. cylinder) m/passed

m/Romeo s/Santagata to purchase Chlorine Tablets from Coyne Chemical in the amount of \$286.64/pail (60 lb. pail) m/passed

m/Romeo s/Santagata to purchase Sulfuric Acid from PVS Minibulk in the amount of \$2.15/gal. m/passed

m/Romeo s/Santagata to purchase Zeta Lyte 21 polymer from CET in the amount of \$316.25/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.

An email was received from Brian Tait regarding the water connection for the AutoZone application to connect to the BBMUA city water system. The application says this is a 1" connection which is a regular connection and would therefore cost \$756.00. AutoZone will not be connecting into the sanitary sewer system as that parcel is not on the sewer service area map and therefore will have an onsite septic system. A letter will be sent stating the cost of the water connection and the cost of the ¾" and 1" meters so they can decide which size they want to purchase and submit a check to the BBMUA.

m/Romeo s/Santagata to file all correspondence sent out for review without reading numbered 1 through 27. m/passed

m/Romeo s/Santagata to pay all bills presented. m/passed

The next regular meeting will be held on January 8, 2025 at 6:30 p.m.

m/Romeo s/Santagata to adjourn the meeting 8:06 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary