

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

The regular meeting of the BBMUA was held on December 28, 2022 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.

The meeting was called to order by Chairman Joseph Santagata.

Those present were:

R. Delano	C. Santore
J. Johnston	A. Zorzi
J. Santagata	R. Smith
A. Abriola	R. Casella

m/Abriola s/Delano to adopt resolution R-29-2022 appointing Mary Fenselau to the position of Clerk Typist effective January 1, 2023 through December 31, 2023 at a rate of \$13.98 per hour for a maximum of 25 hours per week per civil service rules and regulations. m/passed

m/Delano s/Abriola to adopt Resolution R-30-2022 authorizing implementation of a winter termination program to prevent shut-offs between November 15 through March 15 for eligible residential customers receiving water and sewer service effective November 15, 2022. m/passed

Robert Smith of Remington & Vernick provided the board with a copy of the email to the Daily Journal providing the Notices to Bidders for advertisement in the Daily Journal and Atlantic County Record for the Furnishing and Delivery of Wood Chips, Liquid Aluminum Sulfate and Micro C 2000.

Robert Smith of Remington & Vernick provided a recommendation of award letter for the Furnishing and Delivery of Wood Chips to Warriner's Construction for a bid amount of \$40,800.00 pending the BBMUA Solicitor's approval. This was reviewed by the BBMUA Solicitor and he stated that everything was in order and the bid could be awarded.

m/Abriola s/Delano to award the bid for the furnishing and delivery of Wood Chips to Warriner's Construction with a bid amount of \$40,800.00 for a two-year period beginning January 1, 2023 through December 31, 2024.

m/passed

m/Abriola s/Delano to adopt resolution R-31-2022 awarding the contract for the furnishing and delivery of wood chips to Warriner's Construction, Inc.

m/passed

Robert Smith of Remington & Vernick provided a recommendation of award letter for the Furnishing and Delivery of Liquid Aluminum Sulfate to Univar USA, Inc. for a bid amount of \$48,360.00 pending the BBMUA Solicitor's approval. This was reviewed by the BBMUA Solicitor and he stated that everything was in order and the bid could be awarded.

m/Johnston s/Delano to award the bid for the furnishing and delivery of Liquid Aluminum Sulfate to Univar USA, Inc. with a bid amount of \$48,360.00 for a two-year period beginning January 1, 2023 through December 31, 2024.

m/passed

m/Johnston s/Delano to adopt resolution R-32-2022 awarding the contract for the furnishing and delivery of Liquid Aluminum Sulfate to Univar USA, Inc.

m/passed

Robert Smith of Remington & Vernick provided a recommendation of award letter for the Furnishing and Delivery of Micro C 2000 to Univar USA, Inc. for a bid amount of \$55,056.00 pending the BBMUA Solicitor's approval. This is a 2-year bid. The other bidder was George S. Coyne Chemical Co., Inc. who provided a 2-year bid as well as an alternate bid for a 1-year period for the same quantity in the bid packet that we use in a 2-year period for a much lower price. On the surface this seems like a better deal, however, we don't know what the shelf life of the product is and if we have the room to store it. Mr. Smith informed the board that if they desired, they could reject these bids and rebid for a one-year term and possibly obtain a better price. Mr. Zorzi asked if you rebid how quickly can this happen because he needs the chemical. Mr. Delano stated that he recommends that they award the 2-year contract that was already bid. The bid was reviewed by the BBMUA Solicitor and he stated that everything was in order and the bid could be awarded.

m/Delano s/Abriola to award the bid for the furnishing and delivery of Micro C 2000 to Univar USA, Inc. with a bid amount of \$55,056.00 for a two-year period beginning January 1, 2023 through December 31, 2024.

m/passed

m/Delano s/Johnston to adopt resolution R-33-2022 awarding the contract for the furnishing and delivery of Micro C 2000 to Univar USA, Inc. m/passed

Robert Smith informed the board that review comments were received from Alan Workman of the NJDEP regarding the BBMUA Residual Permit renewal. Monica Bell of Remington & Vernick is already working on a response to the comments for submission.

Mr. Smith informed the board that the other three bids for the other contracts for water meters, electrical repair and maintenance and mechanical and plumbing repair and maintenance services are being advertised on 1/6/23 and receiving bids on 1/19/23 for award at the 1/25/23 meeting. One of the things that Plant Superintendent Alan Zorzi and Mr. Smith have discussed recently is Mr. Zorzi's need to have an emergency vac truck on a stand by basis so if there is a problem they can call in the vac truck and get any repair done more quickly. The mechanical and plumbing repair and maintenance contractor that we have been using for the last few years has been Falasca Mechanical. Falasca does not have a vac truck. Alan and Mr. Smith talked about putting in a requirement to have a vactor truck in the contract. The concern that Mr. Smith has with doing that is that we will be limiting the number of mechanical contractors that can bid on the contract because there is only one mechanical contractor that he knows of that has a vactor truck. Mr. Smith then suggested doing a separate solicitation for the vactor truck. Mr. Smith suggested doing a quote solicitation for the emergency services for a vactor truck because he needs them to respond within a couple of hours. Alan's concern was if he does a quote solicitation the company is not bound by the terms of the quote solicitation. Mr. Smith stated that his understanding of the Local Public Contracts Law is that if you do a quote solicitation and have them sign a contract the contractor is bound by the response times and the cost provided in the quote for the vactor truck. Mr. Smith asked the Solicitor Robert Casella his thoughts on this. Mr. Casella stated that Mr. Smith is correct. Mr. Casella stated the question for the board's consideration is do you want to limit the mechanical and plumbing repair and maintenance services contract to only people with certain types of equipment or can you open it to everyone who thinks they can do the job but still be bound by the other terms of performance. So, unless it is really unique and essential that you have a specific type of equipment, Mr. Casella suggests opening it up to as broad a response base as you can. Mr. Smith said his suggestion is to do a separate solicitation for a vactor truck and include in the quote solicitation, the term (typically a year), the response times and the hourly rate for the vactor truck. You can then draft a contract and have them enter into a contract stipulating what was listed in the quote. Member Johnston said that would be similar to a town entering into a roll back contract and companies that offer that service can contract with the town for that service. Mr. Zorzi asked if it would be a quote process or a bid. Mr. Zorzi said that is his biggest concern. Mr. Zorzi said that now when we get quotes a lot of contractors have the idea of that was a quote we don't have to abide by that. But that is a quote not a contract. A contract is the key here. Mr. Zorzi said they do use a vac truck monthly to clean the

septage pit besides needing it in an emergency situation. Mr. Zorzi feels it would be beneficial to have someone locked in at this price and have a response time in emergency situations. Member Delano asked if Mr. Zorzi would be using the truck on a regular basis as well as an emergency. Mr. Zorzi said yes, he would use it monthly to clean the septage pit and then on an emergency basis. Mr. Delano asked if there are enough people out there that provide this service. Mr. Zorzi said there are companies out there that provide this service. Mr. Smith said with a regular quote, yes, they are usually only good for 60 days. However, if we go out and solicit a quote based on a one-year contract term with response times he feels the contractor is bound by those terms. Mr. Casella said that is correct. Mr. Smith said he will work with Alan on this quote solicitation.

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

m/passed

A copy of the public notice to be advertised for the solicitation of professional services contract appointments for February 1, 2023 through January 1, 2024 was provided to the board for approval to advertise.

m/Johnston s/Delano to approve advertisement of the public notice to be advertised for the solicitation of professional services contract appointments for February 1, 2023 through January 31, 2024.

m/passed

Ms. Santore received an email from Mary Pearsall of the NJ I-Bank which provided the next invoice and A-2 Schedule for the BBMUA's 2022A-1 loan that is due on 2/1/2023. Ms. Santore provided the board with a copy of that information.

Cheryl Santore received a letter from Phoenix Advisors, LLC requesting signatures on the renewal agreement with Phoenix Advisors, LLC as our Continuing Disclosure Agent and Independent Registered Municipal Advisor to remain in compliance with the disclosure requirements set forth by the Securities Exchange Commission for a fee of \$1,600.00.

Ms. Santore was asked by the CFO for the Borough of Buena if the Landisville Fire Department building is billed for water and sewer. Ms. Santore stated that they do get a bill for that building and Minotola Fire Company gets a bill for water and sewer for their building as well. Ms. Santore was asked if the Borough of Buena takes the Landisville Fire Building back if they will get a bill. Ms. Santore stated she would present the board with the question as it would be their decision. There has been a long-standing agreement that in lieu of rent for the office for the BBMUA in Borough Hall, the Borough Buildings such as the municipal building, road department, senior center, etc. do not receive water and sewer bills. Chairman Santagata stated that agreement must go way back. Ms. Santore said she was not aware how long ago that agreement was made

and how it was established or written. The Board asked what the building would be used for. Ms. Santore stated she was not given that information. Mr. Delano asked if there is an agreement with buildings that were owned prior versus buildings that they acquire now? His concern is that if the Borough begins to accumulate properties are they all supposed to be free without cost of services. Mr. Delano feels that this should possibly be something that is put in writing. Mr. Johnston asked how much money the BBMUA is losing since Landisville Fire Company is no longer active. Ms. Santore said she could look that information up. However, as of right now they are being billed the minimum amount quarterly of \$63.50 for water and \$136.25 for sewer. So yearly if it sits vacant it would be \$254.00 for water and \$545.00 for sewer. Robert Casella suggested bringing this to a discussion with the Borough. You need to find out what they intend to do with the building. Will it be used for government services or renting it for profit. If it is being used to pad their income it doesn't seem like not generating a bill would be something you would want to do. Ms. Santore asked if she should ask the Borough to put their intentions in writing. Ms. Casella said to go back to them and ask them what they intend on doing with the building. Again, this is policy that the board should formalize and decide but a way to put it to them to initialize it is to say what do you intend to do with it. Will it be utilized for governmental services or be rented to some outside entity which isn't part of government and see what they say. Mr. Delano feels it is appropriate to go back to them and ask what they intend to use it for. Ms. Santore said she will come back to the board at the next meeting with the answer she receives.

m/Delano s/Abriola to accept the minutes of the last regular meeting held on November 23, 2022. m/passed

m/Delano s/Abriola to accept the minutes of the last closed executive session meeting held on November 23, 2022. m/passed

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

m/Johnston s/Delano to approve testing by the lowest bidder Suburban Testing Labs in the amount of \$14,448.00 per year for Compost Fecal & Total Solids Testing. m/passed

m/Johnston s/Delano to approve testing by Suburban Testing Labs in the amount of \$1,328.00 per year for Compost Quarterly Testing. m/passed

m/Johnston s/Delano to approve testing by American Aquatic in the amount of \$1,500.00 per test for Bioassay Testing. m/passed

m/Delano s/Johnston to approve testing by Suburban Testing Labs in the amount of \$1,650.00 per year for Annual WCR Testing. m/passed

m/Johnston s/Delano to approve testing by Suburban Testing Labs in the amount of \$1,890.00 per year for Semi-Annual WCR Testing. m/passed

m/Johnston s/Delano to approve testing by ACUA in the amount of \$4,626.48 per year for Influent/Effluent TP, Nitrite, Ammonia, TSS, BOD, E. Coli testing. m/passed

m/Johnston s/Abriola to approve testing by Suburban Testing Labs in the amount of \$1,444.00 per year for Influent/Effluent O&G, TKN, Copper, Antimony, Bis 2 phthalate, Zinc testing. m/passed

m/Abriola s/Johnston to approve drinking water testing by SJ Water in the amount of \$1,387.00 per year for TTHM, HAA5's Regulated PFAS testing. m/passed

m/Abriola s/Johnston to approve drinking water testing by ACUA in the amount of \$1,890.96 per year for TC, Nitrate, Sodium Chloride testing. m/passed

m/Delano s/Johnston to approve the 2023 AllMax Software, Inc. support contract through January 31, 2024 in the amount of \$1,915.00. m/passed

Mr. Zorzi received an email from Matthew Stapleford of Veolia formerly Suez pertaining to the current lead time on replacement membranes for the MBR plant. Mr. Zorzi said our membranes are now 10 years old. Mr. Stapleford said that the current lead time to obtain replacements is 60 weeks from the time of order to delivery. Mr. Zorzi asked what the life expectancy is on the membranes we have and where do our membranes stand. Mr. Stapleford said we have exceeded the life expectancy. The membranes have been performing fine, however they have exceeded the chlorine exposure limit of 500,000 ppm hours. What this means is the membranes will start to break down more rapidly. You can use the analogy of a pair of blue jeans. When you buy them, they are blue but when they get dirty you have to wash them. The Chlorine basically washes the membranes but like blue jeans the fibers break down from washing and your blue jeans eventually turn white. Mr. Zorzi wants to ask the BBMUA Auditor if we have to go out for bid or how we have to approach this. This is their equipment and the membranes are proprietary but sometimes other companies bid and want to retrofit the entire system. Mr. Smith stated that he sent Mr. Casella an email about this. There is a provision in the local public

contracts law for wastewater treatment systems that allows you to negotiate without public bidding. That may be the route we go. We get a quotation on these and then take advantage of that provision in the Local Public Contracts Law. Mr. Casella said this is an integral part of your system and your operation and given the large lead time it would be hard to go out for bid for a year and two months. Mr. Zorzi feels that he should obtain a quote on these membranes. Chairman Santagata asked how much the membranes cost. Mr. Zorzi said that originally, they were a million dollars, however the last time we were given a price they had dropped to approximately \$700,000.00 or so. But with the pricing increases as they are now Mr. Zorzi is guessing the prices will be up there. Robert Smith asked if the manufacturer would have to assist our men when they get replaced. Mr. Zorzi said they would have to assist. Mr. Smith said once we receive the quote, we can look into whether we can take advantage of the provision in the Local Public Contracts Law. There are four membranes that all have to be replaced at the same time. They are quoted as a package for all four.

Plant employee Nicholas Montgomery submitted a letter regarding his family leave situation. Mr. Montgomery memorialized in writing that he will be taking a leave when his child is born for the two-week period and will then return to work. Mr. Zorzi asked how he is to prorate his sick, vacation, and personal time once he goes out. Ms. Santore said that Mr. Montgomery stated he will not be utilizing family leave and will just be using his accrued time that he has left from this year. Mr. Zorzi said he is reading this as Mr. Montgomery will be taking advantage of the family leave. Mr. Zorzi will clarify that with Mr. Montgomery and go from there.

Mr. Zorzi obtained a quote on a new copy machine for the plant. The copy machine at the plant now is currently over 20 years old and no longer works at all. It will not turn on at all. Therefore, Mr. Zorzi tried to obtain three quotes and only one of the three companies provided a quote. The quote Mr. Zorzi received was from Docutrend. The cost for a new Canon Image Runner in the amount of \$4,443.00 which is a state contract price. They quoted on a Kyocera also, however there is a Kyocera in the office and it is not the most reliable machine and is very cheaply made. Mr. Zorzi is asking for the board's approval to purchase the Canon Image Runner.

m/Delano s/Johnston to purchase the Canon Image Runner in the amount of \$4,443.00  
from Docutrend. m/passed

On Christmas Eve at 268 Wheat Road there was a saddle failure. They were out there in the extreme cold and made the repair. On December 27, 2022 they were getting a lot of brown water complaints. It is unusual for that to happen days after a break. Brown water is caused from the iron coating the inside of the pipes. Sometimes after a water break, we have that. The only thing that causes that is usually when someone opens a hydrant or we are flushing or there is a fire and someone takes water from a hydrant and pulls it too quickly and it scours the line and puts the iron in suspension and it takes a while for it to

settle down. The Chairman asked if it was in a particular area. Mr. Zorzi stated that the complaints were coming from Cass Ave., Central Ave., Summer Ave., and Grove Road. Mr. Zorzi just wanted to make the board aware of this. Unfortunately, as the system ages we are getting more. Mr. Zorzi even checked the tank today. They flushed the bottom of the tank and it was clear.

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

m/Johnston s/Delano to pay all bills presented for the month of December 2022. m/passed

The next regular meeting will be held on January 11, 2023 at 7:00 p.m.

m/Delano s/Johnston to adjourn the meeting 7:51 p.m. m/passed

Submitted by  
Cheryl Santore-BBMUA Secretary