

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

**SUNSHINE LAW:** “This regular meeting held on February 14, 2018 at 6:00 P.M. is being conducted in compliance with the open public meetings act of the state of New Jersey upon publication and posting of notice as required by law.”

### ROLL CALL OF ATTENDANCE:

R. Baker	J. Santagata	R. Smith
R. Delano	J. Alvarez	M. Testa
J. Formisano	C. Santore	S. Testa
J. Johnston	A. Zorzi	

**FIRST ORDER OF BUSINESS:** The first order of business for tonight’s meeting is the BBMUA’s reorganization for the year 2018.

I would like to open the floor for Nominations for Chairman (Joseph Santagata).  
I would like to close the floor.

I would like to entertain a motion to appoint Joseph Santagata as Chairman of the BBMUA.

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

### CHAIRMAN:

I would like to open the floor for Nominations for Vice-Chairman (Richard Baker).  
I would like to close the floor.

I would like to entertain a motion to appoint Richard Baker as Vice-Chairman of the BBMUA.

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to open the floor for Nominations for Secretary/Treasurer (Cheryl Santore)

I would like to close the floor.

I would like to entertain a motion to appoint Cheryl Santore as Secretary/Treasurer of the BBMUA.

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion to approve the Daily Journal and The Atlantic County Record as the official newspapers of the BBMUA.

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for a Solicitor. (Testa, Heck, Testa & White)

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for an Auditor. (Romano, Hearing, Testa & Knorr)

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for an Engineer. (Remington, Vernick & Walberg)

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Committees for the year 2018 will be as follows:

**Policies, Procedures & Personnel:**

Richard Baker

**Finance:**

Robert Delano  
Johnathan Alvarez

**Plant Operations & Construction:**

John Formisano  
Jeffery Johnston

In addition, the Chairman will serve as an alternate to any committee as needed.

**PUBLIC PORTION:**

**ENGINEER'S REPORT: #6 Copy of proposed contract for execution was email to the BBMUA Solicitor, Michael Testa Jr. for his review. The contract is in accordance with the response to the Request for Qualifications and needs to be executed. The contract is for the period February 1, 2018 through January 31, 2019.**

**#10 Email to Alex Rodack of A C Schultes from Robert Smith of Remington, Vernick & Walberg requesting full release and waiver of liens for the Service of Well No. 2 project.**

**#11 Email from Robert Smith of Remington, Vernick & Walberg to the BBMUA providing a copy of the Maintenance Bond and Prevailing Wage Payment Certification for the Service of Well No. 3 project for their records.**

**#12 Email from Alex Rodack of A C Schultes to Robert Smith providing a copy of the Manning Report as requested on the punch list.**

**#13 Letter from Robert Smith of Remington, Vernick & Walberg to Chairman Santagata providing a copy of Change Order No. 2 – Final for the Service of Well No. 3 Project for approval and signature. This change order results in a net decrease in the contract amount of \$16,825.00.**

**#14 Email from Robert Smith of Remington, Vernick & Walberg to Chairman Santagata providing a copy of the cover letter to transmit the contracts for signature for the Louis Drive Sanitary Sewer Extension project.**

**#15 Letter from Patricia Gardner, Director of Water Supply & Geoscience for the State of New Jersey DEP to Alan Zorzi regarding the Lead and Copper Rule Update – Materials Evaluation and Sampling Pool. At this time Ms. Gardner is encouraging all water systems that have not yet been required to submit their sampling plans to conduct the necessary evaluation of the water system and submit them to the NJDEP.**

**#16 Official copy of the letter transmitting the contract documents for signature the Chairman Santagata for the Louis Drive Sanitary Sewer Extension Project including the copy of the AA201 (Initial Project Workforce Report Construction). The contracts were signed on February 1, 2018.**

**#17 Email from Robert Smith of Remington, Vernick & Walberg to Robert Noguerras notifying him that a preconstruction meeting is scheduled on Wednesday, February 7, 2018 at 8:30 am at the Borough of Buena for the Louis Drive Sanitary Sewer Extension project.**

**#18 Letter from Linda Peterson of the State of New Jersey DEP Bureau of Water System Engineering to Steve Filipone of Engineer Design Associates notifying him that the application for a simplified water main extension permit to construct/modify/operate public works facilities has been reviewed and determined to be administratively complete for the Liberty Village project.**

**#20 Email to Carmine Denasio of Emerald Equipment Systems Inc. from Robert Smith of Remington, Vernick & Walberg regarding the Screen that was purchased from Emerald. The screen is up and running, however, there are a few outstanding issues that need to be resolved prior to payment.**

**#21 Email from Tom Volov of Scalfo Electric regarding the invoices for the work that was completed for the temporary connection of the old compost screen, meetings and the direct hookup of the new compost screen.**

**#22 Email from Robert Smith of Remington, Vernick & Walberg providing a copy of the cover letter transmitting the application package for the Louis Drive Sanitary Sewer Extension project to the Cape Atlantic Conservation District for their review.**

**#23 Email from Robert Smith of Remington, Vernick & Walberg providing the minutes from the preconstruction meeting for the Louis Drive Sanitary Sewer Extension Project for everyone's records.**

**#24 Email from Bill Tomasello of Jersey Construction to Robert Smith of Remington, Vernick & Walberg providing a copy of the Atlantic County Road Opening Permit and requesting the BBMUA's signature on the Applicant's portion of the Permit.**

**#25 Letter from Allen Carter, Jr. Chairman of the Cape Atlantic Conservation District notifying us that the Soil Erosion and Sediment Control Plan submitted for the Louis Drive Sanitary Sewer Extension has been reviewed and certifies that the plan is in accordance with the NJ Erosion and Sediment Control Act. This certification is valid for three and 1/2 years.**

**SOLICITOR'S REPORT:** #1 Adopt Resolution R-6-2018, designating official newspapers of the Borough of Buena Municipal Utilities Authority.

m. \_\_\_\_\_ s. \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**#2 Adopt Resolution R-7-2018, awarding contract for professional services pursuant to the fair and open process to Romano, Hearing, Testa & Knorr for Auditing Services.**

m. \_\_\_\_\_ s. \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**#3 Adopt Resolution R-8-2018, awarding contract for professional services pursuant to the fair and open process to Remington, Vernick & Walberg for Engineering Services.**

m. \_\_\_\_\_ s. \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**#4 Adopt Resolution R-9-2018, awarding contract for professional services pursuant to the fair and open process to Testa, Heck, Testa & White for Legal Services.**

m. \_\_\_\_\_ s. \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**#7 Copy of Contract for execution in accordance with the response to the Request for Qualifications. The contract is for the period February 1, 2018 through January 31, 2019.**

**AUDITOR'S REPORT:** #5 Copy of proposed contract for execution was email to the BBMUA Solicitor, Michael Testa Jr. for his review. The contract is in accordance with the response to the Request for Qualifications and needs to be executed. The contract is for the period February 1, 2018 through January 31, 2019.

**UNFINISHED BUSINESS:**

**CORRESPONDENCE:** #8 Copy of Resolution 18-18 reappointing Johnathan Alvarez to the BBMUA position of Alternate I for the period February 2, 2018 through February 1, 2023.

#9 Copy of Resolution 20-18 reappointing Joseph Santagata to the BBMUA position of Board Member for the period February 2, 2018 through February 1, 2023.

**TREASURER'S REPORT:** Motion to approve treasurer's report as read  
m. \_\_\_\_\_ s. \_\_\_\_\_  
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**SECRETARY'S REPORT:** #19 I need a motion to approve the renewal of the Sentinel Service Preventative Maintenance Agreement in the amount of \$1,280.00 per visit. This cost is locked in for a 24 month period. The maintenance is performed after every so many hours the machine is in use so the number of visits per year can vary.

m. \_\_\_\_\_ s. \_\_\_\_\_  
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**MINUTES OF THE MEETING:** Dispense with reading the minutes of the last regular meeting held on January 24, 2018.

m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Dispense with reading the minutes of the last executive closed session meeting held on January 24, 2018.

m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**PUBLIC PORTION:**

**PLANT SUPERINTENDENT'S REPORT:**

**Motion to accept and file all correspondence sent out for review without reading numbered 1 through number 25.**

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

**PAYMENT OF THE BILLS: motion to pay all bills presented.**

m: \_\_\_\_\_ s: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

The next regular meeting will be held on February 28, 2018 at 7:00 p.m.

**MEETING ADJOURNMENT: Motion to adjourn the meeting. Second-Roll Call**

m. \_\_\_\_\_ s. \_\_\_\_\_ Time: \_\_\_\_\_

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata