

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

**SUNSHINE LAW:** “This regular meeting held on December 9, 2015 at 7:00 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. Alvarez	R. Smith
R. Delano	M. Feaster	S. Testa
J. Formisano	C. Santore	
J. Santagata	A. Zorzi	
S. Woshnak	M. Testa	

**CHAIRMAN: FIRST ORDER OF BUSINESS:** #7 Adopt Resolution R-21-2015 appointing Mary Fenselau to the position of Clerk Typist effective January 1, 2016 through December 31, 2016.

I need a motion to adopt Resolution R-21-2015 appointing Mary Fenselau to the position of Clerk Typist in the BBMUA for the period of January 1 through December 31, 2016 at a rate of \$11.67 per hour for a maximum of 25 hours per week per civil service rules and regulations.

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

Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata

**#10** Resignation letter from Joseph Mancuso Jr. resigning from the BBMUA board effective November 23, 2015.

**#16** Resolution 112-15 from the Borough of Buena accepting the resignation of Joseph Mancuso Jr. from the BBMUA board effective November 24, 2015.

**#17** Resolution 113-15 from the Borough of Buena appointing John Formisano to the BBMUA board effective November 24, 2015 to fill the unexpired term of Joseph Mancuso, Jr.

**#18 Resolution 114-15 from the Borough of Buena appointing Robert Delano to the BBMUA board effective November 24, 2015 to fill the unexpired term of Francisco Soto.**

**#19 Resolution 115-15 from the Borough of Buena appointing Jorge Alvarez to the BBMUA board effective November 24, 2015 to fill the unexpired term of John Formisano.**

**PUBLIC PORTION: #4 Letter from Timothy Bell of Lincoln Avenue, LLC requesting a determination for sewer and water connections for their approved residential development of 76 age restricted homes on Block 5501 Lots 21 & 22 in Buena Vista Township.**

**ENGINEER'S REPORT: #3 Email from Kim Curtin of Solis Partners to Ben Parvey of Blue Sky Power requesting copies of the list of bidders and copies of the bids for the BBMUA Solar RFP.**

**#6 Email from Robert Smith of Remington, Vernick & Walberg to Michael Testa Jr. of Testa, Heck, Scrocca, & Testa asking if the copies of the bids can be given to Mr. Curtin who did not bid on the project.**

**#20 Email from Robert Smith of Remington, Vernick & Walberg to Ben Parvey of Blue Sky Power requesting they respond to Mr. Jim Brown of EZENERGY as to when the rebid for the Solar RFP will be advertised.**

**#21 Email from Robert Smith of Remington, Vernick & Walberg and Ben Parvey of Blue Sky Power advising the BBMUA board of the additional cost for redrafting the RFP, conducting site visits and prebid meetings, etc. The additional cost will be \$6,250.00. Mr. Parvey stated that this cost will not be paid by the Authority but paid by the selected bidder after award.**

**SOLICITOR'S REPORT:**

**AUDITOR'S REPORT:**

**UNFINISHED BUSINESS:** #12 Letter from Buena Vista Township Mayor, Chuck Chiarello giving approval for the 5,400 gpd of sanitary sewer flow allocation for the IGI Laboratories/Teligent, Inc. expansion.

**CORRESPONDENCE:**

**TREASURER'S REPORT:** Motion to approve treasurer's report as read

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

Roll Call: R. Baker, B. Delano, J. Formisano, S. Woshnak, J. Santagata

**SECRETARY'S REPORT:** #1 Memo from PERMA Risk Management Services advising us that our 2015 Dividend will be in the amount of \$8,503.12. This is an increase of \$2,540.32 from last year's awarded amount.

Every year we purchase Safety Incentive Gift Certificates for the employees with a portion of this dividend. Does the board want to approve purchasing the gift certificates again this year? Last year we purchased 9 @ \$100.00 and got one free for a total of 10 certificates. If the Maplewood is still offering this we could do the same. Otherwise we would have to purchase 10.

#2 Letter from Cathleen Kiernan of the NJUAJIF regarding a claims sweep for public officials/employment practices liability claims. The fund will be changing carriers and want any and all claims to be reported by December 18, 2015. At this time we do not have any claims to report.

#5 MIS Proposal for 2016 from Barber Consulting Services LLC in the amount of \$1,500.00 which is the same cost that we have paid for the past seven years.

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

Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata

**#8 Adopt Resolution R-22-2015 for the 2016 Sewer and Water Budget**

**I need a motion to adopt resolution R-22-2015 which adopts the 2016 Sewer/Water Budget that was introduced at the meeting held on October 28, 2015.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**#9 Copy of the Public Notice to be advertised for the solicitation of professional services contract appointments for February 1, 2016 through January 31, 2017.**

**I need a motion to approve the advertisement of the public notice to be advertised for the solicitation of professional services contract appointments for February 1, 2016 through January 31, 2017.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**#15 Invitation for the elected officials seminar for the JIF. The dates available are Thursday, January 14, 2016 at Nicolosi Caterers in West Deptford, Wednesday, February 10, 2016 at Merighi's Savoy Inn (this is our reorganization meeting date), or Tuesday, March 1, 2016 at O'Connors in Eastampton. I am sorry that I dropped the ball on the December 2, 2015 date at Merighi's. I never received the email from Kris Kristie of the Municipal Jif and when I looked it up it was past the December 2 date. Please let me know if anyone is willing to attend and I will register for everyone.**

**#22 Letter from Michael Donato of Siracusa-Kaufmann Ins Agency regarding the 2016 Risk Management Consultant Proposal. Per Chairman Santagata's request Mr. Donato submitted this proposal. I notified both Mr. Santagata and Mr. Donato stating that we currently have a signed Risk Management Agreement with Mr. Nick Cashan at BCA Insurance Group that is good for three years from the first day of January 1, 2015. It has always been past practice to sign a three year agreement with our Risk Management Consultant as it coincides with our JIF renewal. A copy of the signed agreement is the next piece of correspondence.**

**#23 Copy of the signed Risk Management Agreement referenced in #22 above.**

**MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on November 11, 2015. Second-Roll Call**

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

**Roll Call: R. Baker, R. Delano - Abstain, J. Formisano, S. Woshnak, J.Santagata**

**PUBLIC PORTION:**

**PLANT SUPERINTENDENT'S REPORT: #11 Quotation from AllMax Software, Inc. for the 2016 Support Contract through January 31, 2017 in the amount of \$1,760.00. This software is used for all of our maintenance, fixed assets, and lab reports.**

**I need a motion to approve the renewal of the AllMax Software, Inc. 2016 support contract that will expire on January 31, 2017 in the amount of \$1,760.00.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**#13 Listing of the Lab Prices for 2016 for approval.**

**A quote was obtained for Group "A" testing from the following companies:**

<b>ACUA</b>	<b>\$4,800.05</b>	<b>(&lt;2% increase from 2015)</b>
<b>Eurofins</b>	<b>\$6,452.00</b>	
<b>SJ Water Test</b>	<b>No Bid</b>	

**I need a motion to approve testing by the lowest bidder ACUA in the amount of \$4,800.05 for Group "A" testing.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**A quote was obtained for Group "B" testing from the following companies:**

<b>ACUA</b>	<b>No Bid</b>	
<b>Eurofins</b>	<b>\$5,587.00</b>	<b>(\$1,760.00 Savings due to semi not quarterly testing)</b>
<b>SJ Water Test</b>	<b>No Bid</b>	

**I need a motion to approve testing by the only bidder Eurofins in the amount of \$5,587.00 for Group "B" testing.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**#14 Listing of Chemical price quotes for 2016 for approval.**

**A quote was obtained for Citric Acid from the following companies:**

**Univar           \$70.00/bag (increase of \$0.50/bag in 2015)**  
**Coyne           \$73.36/bag**  
**Chemical Equipment – no quote**

**I need a motion to purchase Citric Acid from the lowest bidder Univar in the amount of \$70.00/bag.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**A quote was obtained for Sodium Hypochlorite from the following companies:**

**Buckman's Inc.   \$97.50/ 55 gal drum + \$40.00 refundable deposit / drum**  
**(decrease of \$42.75/drum in 2015)**  
**Univar           \$153.70/ 53 gal drum**  
**Coyne           \$217.58/ 55 gal drum**

**I need a motion to purchase Sodium Hypochlorite from the lowest bidder Buckman's Inc. in the amount of \$97.50/55 gal. drum +\$40.00 refundable deposit per drum.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**A quote was obtained for MicroC 1000 from the following companies:**

**Coyne           \$1,075.50/225 gal tote (decrease of \$1.31/gal in 2015)**  
**Univar           No quote**

**I need a motion to purchase MicroC 1000 from the lowest bidder Coyne Chemical in the amount of \$1,075.50/225 gal. tote.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

**A quote was obtained for Chlorine Gas from the following companies:**

**Univar           \$174.00/150 lb. (same price per cylinder in 2015)**  
**Coyne           \$191.13/150 lb.**

**I need a motion to purchase Chlorine Gas from the lowest bidder Univar in the amount of \$174.00/150 lb. cylinder.**

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

**Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata**

A quote was obtained for Chlorine Tablets from the following companies:

Univar	\$120.45/55 gal. pail	(increase of \$0.62/pail in 2015)
Coyne Chemical	\$126.48/55 gal. pail	

I need a motion to purchase Chlorine Tablets from the lowest bidder Univar in the amount of \$120.45/55 gal. pail.

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

Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata

A quote was obtained for Sulfuric Acid from the following companies:

PVS Mini Bulk	\$1.995/gal.	(increase of \$0.115/gal in 2015)
Univar	\$2.10/gal	
Coyne Chemical	no quote	

I need a motion to purchase Sulfuric Acid from the lowest bidder PVS Mini Bulk in the amount of \$1.995/gal.

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

Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata

A quote was obtained for Zeta Lyte 21 Polymer from the following companies:

CET	\$187.00/box	(same price in 2015)
Coyne Chemical	\$148.43/ box	

Please note: Coyne 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.

I need a motion to purchase Zeta Lyte 21 Polymer from CET in the amount of \$187.00/box.

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

Roll Call: R. Baker, R. Delano, J. Formisano, S. Woshnak, J. Santagata

**Motion to accept and file all correspondence sent out for review without reading numbered 1 through 23. Second-Roll Call**

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

Roll Call: R. Baker, R. Delano, J, Formisano, S. Woshnak, J. Santagata

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

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

Roll Call: R. Baker, R. Delano, J, Formisano, S. Woshnak, J. Santagata

The next regular meeting was scheduled for Wednesday, December 23, 2015. I believe we are cancelling this meeting and therefore our next regular meeting will be held on January 13, 2016 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, S. Woshnak, J. Santagata

**MERRY CHRISTMAS AND HAPPY NEW YEAR!**