

REGULAR MEETING AGENDA

CALL THE MEETING TO ORDER:

FLAG SALUTE:

SUNSHINE LAW: "This regular meeting held on February 11, 2015 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	S. Woshnak	A. Zorzi
J. Mancuso	J. Formisano	R. Smith
J. Santagata	M. Feaster	M. Testa Jr.
F. Soto	D. Austino	S. Testa

FIRST ORDER OF BUSINESS: The first order of business for tonight's meeting is the BBMUA's reorganization for the year 2015.

I would like to open the floor for Nominations for Chairman_____.
I would like to close the floor.

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

CHAIRMAN:

I would like to open the floor for Nominations for Vice-Chairman_____.
I would like to close the floor.

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

I would like to open the floor for Nominations for Secretary/Treasurer _____
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, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

Committees for the year 2015 will be as follows:

Policies, Procedures & Personnel:

_____Chairman

Richard Baker

Finance:

_____Chairman

Francisco Soto

Sharon Woshnak

Plant Operations & Construction:

_____Chairman

Michael Feaster

PUBLIC PORTION:

ENGINEER'S REPORT: #3 Letter from Robert Smith of Remington, Vernick & Walberg providing the contracts for the furnishing and delivery of wood chips for execution and return.

#4 Letter from Robert Smith of Remington, Vernick & Walberg to John Farrell of Xylem Dewatering Solutions, Inc. providing 3 sets of contract documents for the furnishing and delivery of a trailer mounted pump. These contracts need to be executed and returned for signature by the Chairman of the BBMUA.

#5 Email from the Borough of Buena Solicitor, Rick Tonetta to Robert Smith of Remington, Vernick & Walberg regarding the experience requirement in the electrical repair and maintenance bid document.

#6 Email from Robert Smith of Remington, Vernick & Walberg to Borough of Buena Solicitor Rick Tonetta providing the scope of work for the electrical repair and maintenance bid document stating the 15 year requirement.

#7 Letter from Robert Smith of Remington, Vernick & Walberg regarding the Recommendation of Award for the Furnishing of Electrical Repair and Maintenance Services recommending the contract be awarded to Scalfo Electric, Inc. The board needs to determine whether to award a contract for 1 or 2 year term. Note: I was informed today that the Borough already awarded the contract for a 2 year term at their meeting on 2/9/15.

#8 Letter from Robert Smith of Remington, Vernick & Walberg regarding the Recommendation of Award for the Furnishing of Mechanical and Plumbing Repair and Maintenance Services recommending the contract be awarded to Falasca Mechanical. The board needs to determine whether to award a contract for 1 or 2 year term. Note: I was informed today that the Borough already awarded the contract for a 2 year term at their meeting on 2/9/15.

#9 Letter from Robert Smith of Remington, Vernick & Walberg to Alfred Warriner of Warriner's Construction, Inc. returning one fully executed contract document for the furnishing and delivery of wood chips for his records.

#17 Letter from Ed Walberg of Remington, Vernick & Walberg regarding the preparation of specifications and bidding documents for the furnishing and delivery of a trailer mounted generator. The cost will include the review of bids received and preparation of contract documents. These services will be provided at a cost not to exceed \$1,000.00.

I need a motion to approve the preparation of specifications and bidding documents for the furnishing and delivery of a trailer mounted generator which includes the approval to advertise and review of the bids received and preparation of contract documents for a cost not to exceed \$1,000.00.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

SOLICITOR'S REPORT: #10 Adopt Resolution R-4-2015, designating official newspapers of the Borough of Buena Municipal Utilities Authority.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#11 Adopt Resolution R-5-2015, authorizing contracts with approved state contract vendors for contracting units pursuant to N.J.S.A. 40A:11-12a.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#12 Adopt Resolution R-6-2015, 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, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#13 Adopt Resolution R-7-2015, 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, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#14 Adopt Resolution R-8-2015, awarding contract for professional services pursuant to the fair and open process to Testa, Heck, Scrocca & Testa for Legal Services.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#18 Adopt Resolution R-9-2015 awarding the contract for the furnishing of electrical repair and maintenance services to Scalfo Electric, Inc. from the period February 11, 2015 through February 10, 2017.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

#19 Adopt Resolution R-10-2015 awarding the contract for the furnishing of mechanical and plumbing repair and maintenance services to Falasca Mechanical, Inc. from the period February 11, 2015 through February 10, 2017.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

AUDITOR'S REPORT: #20 Copy of proposed contract 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 is exactly the same as the prior year contract including the hourly rate and the not to exceed amount. The contract is for the period February 1, 2015 through January 31, 2016.

UNFINISHED BUSINESS:

CORRESPONDENCE: #2 A copy of the GUDPA certificate from Susquehanna Bank has been provided for our records.

#15 Letter from the State of NJ Department of the Treasury Division of Pensions and Benefits regarding the 2015 Employer Liability for the Annual Pension Contribution PERS. This is due April 1, 2015.

#16 Letter from Mary Ann Chalow requesting an amendment to the resolution adopted on June 25, 2014 authorizing her employment as a consultant for the BBMUA. The original resolution authorized 100 hours of work at a rate of \$50.00 per hour. However, due to the extensive changes in the 2015 annual budget format and information required by the State of NJ combined with computer related issues that were encountered the approved hours have been utilized. Therefore, Ms. Chalow is requesting an additional 40 hours totaling \$2,000.00 be approved to complete the 2014 Audit papers and any necessary entries.

I need a motion to amend the resolution adopted on June 25, 2014 numbered R-15-2014 for an additional 40 hours of work for a total not to exceed \$2,000.00.

m. _____ s. _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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

m. _____ s. _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

SECRETARY'S REPORT: Cheryl Santore will be obtaining new signature cards from Susquehanna Bank removing Charles Mielke and adding the new Chairman. Therefore, the signers on the Account will be the Chairman, Vice-Chairman, Secretary/Treasurer, and Plant Superintendent. Is this agreeable with the board? If so, she will contact all signers to come to the office and sign the new signature cards once she obtains them from the bank.

MINUTES OF THE MEETING: #1 The minutes approved at the last regular meeting held on January 28, 2015 contained an error. The date on the first page stated December 14, 2015 and it should have said January 14, 2015. A new page has been included for your records.

Dispense with reading the minutes of the last regular meeting held on January 28, 2015.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

PUBLIC PORTION:

PLANT SUPERINTENDENT'S REPORT:

COMMITTEE REPORTS:

1. POLICIES, PROCEDURES, & PERSONNEL:
2. FINANCE:
3. PLANT & CONSTRUCTION:

Motion to accept and file all correspondence sent out for review without reading numbered 1 through number 20.

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

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

m: _____ s: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak

The next regular meeting will be held on February 25, 2015 at 7:00 p.m.

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

m. _____ s. _____ Time: _____

Roll Call: R. Baker, J. Mancuso, J. Santagata, F. Soto, S. Woshnak