

REGULAR MEETING AGENDA

CALL THE MEETING TO ORDER:

FLAG SALUTE:

SUNSHINE LAW: “This regular meeting held on November 12, 2014 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	M. Feaster	R. Smith
C. Mielke	D. Austino	
J. Santagata	A. Zorzi	
F. Soto	S. Testa	
S. Woshnak	M. Testa	

CHAIRMAN: FIRST ORDER OF BUSINESS: #11 Letter from Joseph Alessandrine, Administrator/Acting CFO for Buena Vista Township requesting that the BBMUA and Buena Vista Township begin to discuss the feasibility of extending water service to areas in Buena Vista in which property owners' well water has been compromised. The service would be for approximately 50 to 75 residents in the area of Post Road, Cimino Blvd., Lejan Terrace, Union Road, and Landis Avenue.

#14 On November 5, 2014 the BBMUA Secretary, Cheryl Santore, and I met with Kim Curtin of Solis Partners and a few colleagues that he brought along. Two of the gentlemen were from a company by the name of Solar Grid Storage. They presented us with an option, that if granted, could get both the solar projects for the BBMUA and the BRHS/BRMS built and up and running without the need for anyone to get out of the ACE queue. There is a Renewable Electric Storage Incentive grant being offered by the New Jersey's Clean Energy Program. I have attached a copy of the solicitation for everyone's review. The deadline to file for these funds is December 8, 2014. According to Mr. Curtin if we get granted money from this incentive both the BBMUA solar project and both of the schools would be able to be completed. Without this incentive, and if ACE allows us to get our project off the ground because the current project in the queue has pulled out, only the BBMUA and one of the schools would be able to be connected due to the size of the solar project and ACE restrictions. I had a few questions that were forwarded to Matt McMonagle that were answered in correspondence #16.

#15 Email from Kim Curtin of Solis Partners regarding the BPU Grant discussed above in respect to the Buena Regional High School and Buena Regional Middle School. In order to apply for the energy storage grant on behalf of the two schools, Solis Partners and the BBMUA would need to firm up a deal to lease the adjacent property located at the Donato property site on Weymouth Road. Solis would like to propose an option to lease the property for 15 years and would like to get together to discuss the terms.

#16 Email from Matt McMonagle providing answers to the questions that Chairman Mielke had as a result of reviewing the material provided at the meeting on November 5, 2014.

PUBLIC PORTION:

ENGINEER'S REPORT: #4 Email to Borough of Buena Administrator, Paul Trivellini asking if the Borough of Buena wishes to participate in the contracts for the furnishing of electrical and mechanical/plumbing repair and maintenance services as they have in the past.

#7 Letter to Chairman Mielke from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the furnishing and delivery of a trailer mounted pump. One bid was received from Xylem Dewatering Solutions in the amount of \$35,795.00. The award should be contingent upon approval of the MUA Solicitor and funds being available. Based upon the review there were a few deficiencies that were referred to the solicitor. One concern was the bid bond was not signed, witnessed or sealed by the bidder and the second concern was the bidder signed his name where the name of the bidder should have been inserted in the Non-Collusion Affidavit.

I need a motion to award the bid for the furnishing and delivery of a trailer mounted pump to Xylem Dewatering Solutions in the amount of \$35,795.00 pending the BBMUA Solicitor's approval.

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

#10 Email from the Borough of Buena Administrator, Paul Trivellini, stating that they are interested in participating in the contracts for the furnishing of electrical and mechanical/plumbing repair and maintenance services as they have in the past. However, there are a few revisions to the specifications that the Borough would like to have made.

#19 Letter to Chairman Mielke from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the Furnishing and Delivery of Wood Chips to Warriner's Construction a bid amount of \$25,920.00 pending the BBMUA solicitor approval.

I need a motion to award the bid for the furnishing and delivery Wood Chips to Warriner's Construction with a bid amount of \$25,920.00 pending the BBMUA solicitor approval.

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

#20 Email from the Borough of Buena Administrator, Paul Trivellini, stating that the revisions look good, however they have a modification to the change.

#21 Email from Robert Smith of Remington, Vernick & Walberg to the Daily Journal providing the Notice to Bidders for the furnishing and delivery of Liquid Aluminum Sulfate to be published on Friday, November 14, 2014 in the Daily Journal and Wednesday, November 19, 2014 in the Atlantic County Record. The bid opening will take place on Tuesday, November 25, 2014 at 11:00 am.

SOLICITOR'S REPORT: #1 Email from Alan Zorzi regarding the letter received from Theodore Wilkinson from Adams, Rehmann & Heggan requesting a copy of the water systems map so they can perform a feasibility study for possible interconnection. The board wanted to make sure it was ok to provide that information before a copy of the map was given.

#3 Response in reference to correspondence #1 and providing a copy of the water system map.

AUDITOR'S REPORT: #8 Email from Jack Kraft providing a copy of the executed Bond for the BBMUA dated October 31, 2014 as well as Mr. Kraft's executed opinion letter.

#13 A copy of the letter and exhibits sent to the Local Finance Board to comply with the provisions of the Local Finance Board Resolution dated September 10, 2014 with respect to the issuance of the \$1,500,000.00 revenue refunding bond of the BBMUA.

#23 Email from Robbi Acampora regarding the MCDC Review for the BBMUA. The review was completed on the bond issuances as it appears we are not subject to the SEC's MCDC Initiative because we have not issued debt with a public offering Official Statement and did not make any statements with regard to our compliance with the Continuing Disclosure Agreements within the look back period. Therefore, we do not need to be concerned with filing the SEC's self reporting questionnaire.

UNFINISHED BUSINESS:

CORRESPONDENCE: #2 Email from Karen Read of Perma Inc. providing us with an up to date NJUA JIF Property Appraisal and Comparison Report that was conducted on all member locations over the course of this year.

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

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

SECRETARY'S REPORT: #6 Memo from PERMA Risk Management Services advising us that our 2014 Dividend will be in the amount of \$5,962.80. This is an increase of \$755.44 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 @ \$75.00 each and got one free for a total of 10. If the Maplewood is still offering this we could do the same. Otherwise we will have to purchase 10.

#9 This year at the League of Municipalities NJUAJIF is offering a risk management training for elected officials and municipal managers. If anyone is interested in attending that is going to the League please let me know and I will sign you up. They will still be having the one we attend locally.

#12 Email from Dina Statuto of Jack Kraft's office providing the BBMUA with a copy of an article that Jack Kraft wrote which will be published in Monday's edition of the New Jersey Law Journal regarding our recent bond refunding.

#17 Secretary/Treasurer Cheryl Santore requests authorization to take the Municipal Capital & Trust Fund Accounting and Municipal Utility Fund Accounting at Rutgers Center for Government Services. The classes are a total of 19 sessions and are every Wednesday and a few Saturdays from February 11 through June 3, 2015. The total cost for both classes is \$2,195.00. Debbie Austino would be covering the meetings in her place if this is approved.

#22 Email from Dina Statuto of Jack Kraft's office inviting anyone attending the League of Municipalities to Breakfast on Thursday, November 20, 2014 from 8 – 9 am. Please let me know if you would like to attend so I can RSVP to Dina.

#24 Notice of regular meetings for the BBMUA for the year 2015 scheduled for your approval. Please note a decision needs to be made in regard to the November 12th meeting. This would be a Thursday meeting because the first Wednesday would be Veteran's Day. So we could move it to Tuesday or Thursday. Other suggestions are appreciated.

#25 List of the 2015 Holiday Schedule for the BBMUA. These holidays are the approved holidays per the employee contracts and memorandum of agreements.

MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on October 22, 2014. Second-Roll Call

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

PUBLIC PORTION:

PLANT SUPERINTENDENT'S REPORT: #5 Letter from Sprint Nextel regarding the termination of the lease agreement stating that the premises have been vacated and possession of the site has been surrendered in the condition required by the Lease.

#18 Letter from Bob Hensel of the Emilio Marandino VFW Post 158 requesting a meter on the outside spigot to meter water that would be watering the lawn and not going into the sewer system. They experience rusty water at this location and would like to flush their pipes without having to pay the added sewer since the sewer is based on their water usage.

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 25. Second-Roll Call

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

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

m. _____ s. _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke

The next regular meeting will be held on **November 26, 2014 at 7:00 p.m.**

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

m. _____ s. _____ Time: _____

Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke