

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

The regular meeting of the BBMUA was held on June 28, 2023 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:

J. Johnston	A. Zorzi
J. Santagata	R. Smith
D. Romeo	R. Casella
F. DeStefano	S. Testa
C. Santore	

m/Johnston s/Romeo to adopt Resolution R-21-2023 Authorizing SCADA System Upgrades without public bidding therefore as authorized by N.J.S.A. 40A:11-5(gg) in the amount of \$108,952.45. m/passed

Chairman Santagata informed the board that an email was received from Jim Bennett, Vice President of the Teamsters Local Union 676 providing an amendment to the Collective Bargaining Agreement previously adopted on November 23, 2022 with respect to the licensed plant operator level 3 certifications. If the BBMUA Board is in agreement with the amendment we can move forward with adopting the resolution accepting the amendment and authorizing execution of the amendment.

m/Romeo s/Johnston to adopt Resolution R-22-2023 confirming the acceptance and approval of the amendment of the collective bargaining agreement with the Teamsters Local Union #676 and authorizing execution of the same. m/passed

Robert Smith of Remington & Vernick Engineers provided the BBMUA Board with an email from Edward Dennis providing a proposal to provide water tank inspection services to the BBMUA Water Tower for a cost not to exceed \$7,700.00. Per the water asset management plan, we are to inspect the tank and when it was inspected in 2017 it was

recommended to inspect the tank in five years therefore, we are a little overdue. Mr. Smith and Mr. Zorzi spoke and feel it would be beneficial to do it when the summer is over because the water level has to be dropped somewhat and also there is some telecommunication work to be done on the tower. For these reasons they feel it would be better to do the inspection after that period. Member Johnston asked why they drop the level of the water. Mr. Smith stated that they normally send a piece of equipment in there to inspect the sidewalls and the roof. Chairman Santagata said as long as we have the money in the budget, we should approve it now and be done with it. The auditor Steve Testa said we do have the money in the budget.

m/Johnston s/Romeo to approve the proposal submitted by Remington & Vernick to provide water tank inspection services for a cost not to exceed \$7,700.00. m/passed

Mr. Steve Testa of Romano, Hearing, Testa & Knorr provided each member with a copy of the completed audit for their approval and resolution R-23-2023 can be adopted once the audit review has been discussed tonight. Mr. Testa also supplied the board with the communication of governance letter at the close of the Audit for the year ended December 31, 2021 as well as a copy of the management representation letter in connection with the audits of the financial statements with respect to the final position as of December 31, 2021. The management representation letter requires the signature of the Chairman, Secretary/Treasurer and Consultant. The letter with the Chairman and Secretary/Treasurer's signature was received by Steve Testa.

Steve Testa of Romano, Hearing, Testa & Knorr thanked the board for allowing their firm to conduct the Audit. Everything with the Audit went fine as always. This audit is one of the cleanest Audit's that Romano, Hearing, Testa & Knorr completes. Mr. Testa stated the office does a really good job of providing them with everything they need and the Authority received a clean opinion on its financial statements. There were no material weaknesses or significant deficiencies in connection with internal control and there were no instances of non-compliance required to be reported under government auditing standards or standards promulgated by the Division of Local Government Services in the State of New Jersey. As a result, there were no findings and recommendations in the audit report and therefore, no corrective action is needed. Mr. Testa explained in detail the report for their review and discussion.

m/Romeo s/Johnston to adopt Resolution R-23-2023 a resolution whereas, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and whereas, the annual report for the fiscal year ended December 31, 2021 has been completed and filed with the Borough of Buena Municipal Utilities Authority pursuant to N.J.S.A. 40A:5A-15. m/passed

The adopted Audit of the BBMUA for the period ending December 31, 2021 can be found on the BBMUA website.

m/Johnston s/DeStefano to approve the treasurer's report as read. m/passed

Secretary Cheryl Santore informed the board she received an email from Caleb of Barber Consulting informing us that we need all emails to have Multi-Factor Authentication set-up on them as soon as possible to comply with JIF guidelines. Caleb has provided instructions for everyone. Please make every effort to set this up.

Mary Pearsall of the NJ I-Bank provided a copy of the invoice for the I-Bank loan that is due by August 1, 2023 along with the Loan Agreement schedule. This invoice will be put on the July bill list and paid in July via electronic wire. Ms. Santore provided the board with a copy of this for their information.

Ms. Santore informed the board that we have an employee who took their Wastewater Collection Class 1 Exam in November 2022 and failed the test. The employee then paid to take the same exam again on May 18, 2023 and passed on the second attempt. Ms. Santore was asking the board if we reimburse the employee for the cost of the second exam. The employee was reimbursed for the cost of the first exam. The union contract does not state anything about this and only states that they will be reimbursed for tuition and for course materials as long as prior approval to take the course(s) is obtained from the employer. It makes no mention of testing and what happens if the employee doesn't pass the test on the first attempt. Chairman Santagata asked how much the exam cost. Ms. Santore stated the first exam cost \$79.00 and the second exam cost \$104.00. Member Johnston stated that he feels we could approve it for the second try but nothing further. Alternate Member Romeo stated that he feels the board needs to come to an agreement on a number of exams that we will pay for and anything over that is on the employee. Mr. Johnston stated that he agrees because they are trying and we don't want to discourage them from taking the courses and obtaining their licenses. Mr. Zorzi asked if they have to negotiate this on the next contract with the Teamsters Union. Mr. Romeo feels if we adopt a resolution agreeing to reimburse with a cap that will cover us. If the Teamsters Union is not in agreement with that then it would have to go through negotiations. Mr. Zorzi stated that in his opinion he knows the board has always stressed that they want the employees to take the classes and to pass their exams. Mr. Zorzi stated

that these exams are not easy and he always encourages them to retake the test as many times as they can until they pass. Mr. Romeo stated that if they pass this exam, they get compensated by getting a bump in their hourly rate for their entire career. Mr. Zorzi just doesn't want to discourage them from obtaining their licenses and becoming a better employee and more knowledgeable for the position they hold and basically grooming them to possibly be in a supervisory position in the future. Chairman Santagata and Mr. Johnston feel that reimbursing the employee for three attempts is a fair number. A resolution will be drawn up for adoption at the next meeting.

m/Romeo s/Johnston approving the reimbursement to plant employees examination fees for up to three times per license for the licensed plant operator certifications.

m/passed

m/Johnston s/Romeo to accept the minutes of the last regular meeting held on May 24, 2023.

m/passed

m/Johnston s/Romeo to accept the minutes of the last closed executive session meeting held on May 24, 2023.

m/passed.

Plant Superintendent Alan Zorzi provided the renewal contract quote from Marwan Murad at Veolia for the 2 years of the Insight Process Analyst Service in the amount of \$17,640.00 for the time period of August 17, 2023 to August 16, 2025 for board approval. BBMUA Auditor, Steve Testa had a question about this because it is over the \$17,500.00 bid threshold. He feels even though this is proprietary equipment and this is the monitoring service for that equipment you should request pay to play certification and have them fill out the information and submit it. Once that is obtained and you can document why it is not fair and open process however, you still need the pay to play certification. This will be tabled until the next meeting and Ms. Santore will mail out a pay to play certification request.

Mr. Zorzi provided the board with a quote from Mobile Dredging & Video Pipe to televise sanitary sewer lines in the Borough of Buena as directed. The roads that Mr. Zorzi would like to video is West Avenue, Summer Road and Route 40. The cost to video the lines is \$1,800.00 for up to 8 hours. Three attempts were made but the other two companies did not quote. Mr. Zorzi asked the Borough Engineer and the Borough Road Department Supervisor for a list of roads they were concerned with or looking to work on back on May 16, 2023 and he has not received anything from them to date. Therefore, Mr. Zorzi requested that the board approve the quote from Mobile Dredging & Video Pipe so he can proceed.

m/Romeo s/Johnston to approve televising sanitary sewer lines in the Borough of Buena by Mobile Dredging & Video Pipe in the amount of \$1,800.00.

m/passed

m/Johnston s/Romeo to file all correspondence sent out for review without reading number 1 through number 11. m/passed

m/Johnston s/Romeo to pay all bills presented for the month of June 2023. m/passed

The next regular meeting will be held on July 26, 2023 at 7:00 p.m.

m/Romeo s/Johnston to adjourn the meeting 7:55 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary