

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

The regular meeting of the BBMUA was held on July 27, 2016 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.

The meeting was called to order by Chairman Joseph Santagata.

Those present were:

R. Baker	J. Alvarez	S. Testa
R. Delano	C. Santore	Mayor Zappariello
J. Formisano	A. Zorzi	
J. Santagata	R. Smith	
S. Woshnak	R. Casella	

Mayor David Zappariello came to the board asking for a monetary contribution to continue the EMS services in the Borough of Buena. There has been a paid EMS service since 2010. Currently there is 1 Full time EMS employee and 22 Part-Time employees. The problem arises with the night time service and coverage. 30 to 40% of our calls are outside of Buena Borough even though this is a service that was intended to be a service to the Buena Borough residents. Other services do help us out when our EMS is out on a call and we are unable to answer the call. The Borough has spoken to these other towns that are utilizing our services and are trying to have them come up with a monetary contribution to contribute to the services they are receiving. These towns are very open to this. These towns realize that Buena Borough EMS does a heck of a job so they are open to a dialogue with the Borough. Right now the Borough is crunching numbers to come up with a cost per run and determine how many runs the EMS is doing in other communities. The EMS does approximately 950 to 1000 calls per year. The Borough is planning for 2017 to make the service support itself and break even. The problem is from July through December there is no more money. So the options are to either request a monetary contribution from the BBMUA or shut the EMS service down and hope that volunteers would show up and donate their time. As of July 1, 2016 the amount the Borough thinks is needed to pay salaries is between \$55,000.00 and \$57,000.00. Mayor and Council are working on the 2017 budget to make sure that the EMS service is covered and can sustain itself. The response time prior to having the Buena Borough EMS to an emergency was 21 minutes. Since having the EMS it is approximately 3 minutes. Chairman Santagata said he is in favor of doing whatever we can, however it is

up to the board. The BBMUA's Auditor, Steve Testa, stated that there are a few things that need to be done prior to being able to turn over any funds to the Borough. In order to be able to provide the Borough with funds, which would fall under the 5% that the Borough is allowed to request from the MUA, there would have to be an ask from the Borough in the form of a letter or resolution. The BBMUA would need to see if they have the net position available and if so a budget amendment would need to be prepared to provide for that and submitted to the DCA for approval because it is not currently in the budget. The support documentation for the BBMUA budget amendment would be that request from the Borough of Buena. The board agreed to help and will await the letter from the Borough to prepare the Budget Amendment.

m/Baker s/Delano to adopt resolution R-21-2016 authorizing a meeting of the BBMUA closed to the public to discuss matters of personnel pursuant to N.J.S.A. 10:4-12(b)(8), a collective bargaining agreement pursuant to N.J.S.A. 10:4-12(b)(4), and the purchase of real property with public funds pursuant to N.J.S.A. 10:4-12(b)(5). m/passed

At this time the board went into closed session to discuss matters of personnel.

m/Baker s/Delano to go into closed session. m/passed

m/Baker s/Delano to reopen the regular session m/passed

Robert Smith of Remington, Vernick & Walberg provided the board with a copy of the letter he sent to Teligent, Inc. which explained the final approval and recommendation for the water application submitted for their new facility.

A copy of the letter to John Maselli of the NJDEP Division of Water Quality Bureau of Construction and Permits from Chairman Santagata was sent requesting an extension of the permit expiration date on the Louis Drive Sanitary Sewer Extension. Mr. Maselli responded with a letter stating that since the signing of the Permit Extension Act in 2014 certain TWA permit expiration dates were extended to June 30, 2017. This permit falls under this extension and therefore the check in the amount of \$200.00 for the review of the extension was returned. If need be we can apply for an extension when it gets closer to the new expiration date. The returned check will be voided.

Mr. Smith provided copies of the letters which show the transmitting of the contracts for the service of well #3 to AC Schultes, Inc. for execution as well as copies of the letters returning the bid bonds to Layne Chirstensen and Uni-Tech respectively. The contracts

have been signed by Chairman Santagata and returned to Mr. Smith to distribute. A preconstruction meeting will likely be scheduled for the end of summer.

A copy of the Delaware River Basin Commission Docket Renewal for Well No. 3 was sent to us for our records by Mr. Smith.

Ed Walberg of Remington, Vernick & Walberg provided a proposal to perform an inspection of the water tank and prepare an inspection report for an amount not to exceed \$3,500.00.

m/Baker s/Delano to approve Remington, Vernick & Walberg to perform an inspection of the water tank and prepare an inspection report in an amount not to exceed \$3,500.00.
m/passed

Mr. Smith provided an update on the solar project. He stated Cambria Solar submitted an application to the Land Use Board for a use variance and site plan approval as well as a minor subdivision approval. The application couldn't be heard at the last land use meeting due to the fact that the certificate of filing hasn't been received from the Pinelands Commission. Remington, Vernick & Walberg did a draft review so it could be sent out to the engineer and surveyor so they can work on the issues and hopefully in the meantime the certificate of filing will come in from the Pinelands Commission and the land use board will be able to take jurisdiction and hear the application. The solar project is moving forward.

The BBMUA's solicitor Michael Testa Jr. of Testa, Heck, Scrocca & Testa was not present at tonight's meeting, however Mr. Robert Casella was in attendance on Mr. Testa's behalf. Mr. Casella stated that he and Mr. Testa reviewed the AT&T cell tower light issue. In light of Smartlink wanting to do work on the tower for AT&T, we now have a contact to go to and get the lighting repaired on the tower. Mr. Casella and Mr. Testa will now reach out to the contact at Smartlink via email and let them know that if the lights are not repaired they will not be allowed to perform any more work on the tower.

Mr. Casella looked into the Ovivo aerator issue extensively. He spoke in length with our Plant Superintendent, Alan Zorzi to understand the matter. After reviewing all of the material it is his verbal recommendation at this time to wait until something happens and if something happens then an investigation could be conducted to determine what caused the damage and address the loss at that time. We could have the oil that was removed and changed in that machine that we kept tested to see if there are any fragments in the oil that would indicate if there was any damage that will effect the performance and life

of the equipment. The board chose to save the oil and hold off until a problem if any occurs since the warranty on the aerators in expired.

The Buena Vista Camping Park has not contacted the BBMUA regarding the renegotiation of the contract for utilizing the dump station. Mr. Zorzi stated that he continuously checks the station and there has been no use.

The BBMUA's Auditor, Steve Testa, of Romano, Hearing, Testa & Knorr's office provided the board with a copy of the client engagement letter for the 2015 audit. The audit is in progress. The field work is being reviewed while the GASB 68 figures are being worked on at Mr. Testa's office.

An email was received from Barber Consulting Services LLC notifying the BBMUA that they are now offering cyber security classes to all municipalities if we are interested. The board asked to see if the Borough is doing anything and if so the MUA could possibly split the cost with them. Also, it was recommended that we check with JIF to see if they offer free classes on the matter.

m/Baker s/Delano to approve the treasurer's report as read.

m/passed

m/Woshnak s/Formisano to approve the minutes of the regular meeting held on June 22, 2016.

m/passed

m/Baker s/Woshnak to approve the minutes of the last executive closed session meeting held on June 22, 2016.

m/passed

A letter was received from Michele Potter, the Interim Manager of the State of NJ DEP Office of Quality Assurance regarding our 2016 Water Pollution Proficiency Test Study. Our laboratory performed acceptably on all parameters it was required to analyze in 2016.

A letter was received from Ray Bukowski, the Assistant Commissioner for the State of NJ DEP Compliance and Enforcement regarding the inspection conducted at our facility on June 13, 2016 by Charles Bisese. The inspector determined that our facility was in compliance with applicable Department regulations and or Permit conditions.

An email was received from Gia Albright of Smartlink, a contractor for AT&T, requesting access to our water tower and their cell tower site to update their equipment.

Plant Superintendent, Alan Zorzi, informed the board that he requested four quotes to repair the sink hole located on Route 54 and Plymouth Road that was discussed at the last regular meeting. The four vendors contacted were, Garrison Enterprises, Falasca Mechanical, Souders, and Pioneer Pipe. The only response received was from Garrison Enterprises for a cost not to exceed \$17,000.00.

m/Baker s/Woshnak to hire Garrison Enterprises regarding the sewer main repair located on Route 54 and Plymouth Road in Buena, NJ for a cost not to exceed \$17,000.00.
m/passed

A quotation was received from Komline-Sanderson Engineering Corp. to furnish technical services to our press for one service tech in the amount of \$1,310.00 per 8 hour day. Additional hours beyond the 8 would be charged at a rate of \$170.00 per hour. We have been having belts breaking in the same area of our press and Komline would be able to troubleshoot this and see what repairs need to be made to remedy this.

m/Baker s/Woshnak to hire Komline-Sanderson Engineering Corp. to furnish technical services to our press in the amount of \$1,310.00.
m/passed

A copy of the seller's certificate was provided to the board for the 1985 Case 580E Backhoe from GovDeals in the amount of \$11,950.00. The bill of sale was signed today and the Backhoe has been picked up. That was the only piece of equipment that sold. Therefore, the board decided to drop the price on the other three items and relist them on GovDeals. The agreed minimum price decided upon would be \$10,000.00 for the 621 Loader, \$1,250.00 for the Ford F350, and the Ford Truck with the Generator will list for \$2,500.00.

Mr. Zorzi phoned the Buena Regional School District to obtain a new gas key for our new employee. When doing so he was told by the Business Administrator, Paul Yacovelli that we are no longer supposed to be getting fuel from the School District. According to Mr. Yacovelli letters were supposed to be mailed to all governing bodies in March or April of 2016 stating that shared services would cease on July 1, 2016 due to the software system used by the school being out of date and an upgrade costing \$12,000.00. Since the district does not have a bus fleet any longer and only needs fuel for six maintenance vehicles, it was determined to be too costly to upgrade. Therefore, we reached out to the Borough of Buena to see if they would allow us to purchase gasoline from them. This would be similar to when they purchased diesel fuel from the MUA in the past. The Borough stated that they would be willing to sell us gasoline on a

temporary basis from August to October of 2015 until we are able to obtain a tank and purchase our own gasoline.

Interviews were conducted by Alan Zorzi, Sharon Woshnak, and Joseph Santagata to hire a new employee to replace Johnathan Erber who was promoted to Assistant Plant Superintendent. It was decided that the best candidate to hire was James Stitler effective July 18, 2016. He will start at 70% of the Plant Operator Salary due to his previous experience. In January of 2017 he will jump to 80%, 2018 increase to 90% and in 2019 be at 100% of the salary range.

m/Baker s/Woshnak to hire James Stitler effective July 18, 2016 at a starting rate of 70% of the current contracted rate for a plant operator. m/passed

There was a power surge at the plant on July 18, 2016 that took out our MBR feed pumps that feed our entire MBR system. We reached out to Scalfo Electric for an emergency call. Scalfo ordered the necessary parts for the repair and they should be in and repairs will be made this week. When troubleshooting the panel it was noticed that to reset the 5 vfd you have to either shut the entire panel down or remove a fuse for each vfd. The fuses are in a 480 panel. Scalfo recommended installing disconnect switches so you would not have to touch a fuse to reset a vfd. Scalfo quoted a price of \$3,800.00 to install 5 disconnect switches (one for each vfd). Mr. Zorzi feels this is a good investment which could possibly save someone's life if they have to go into that fuse box wet from a storm and remove a fuse to reset a vfd.

m/Baker s/Formisano to install 5 disconnect switches for the vfd's on the MBR system. m/passed

James Harris is interested in taking the Advanced Wastewater course that will run from January to July of 2017 and the Advanced Water course that will run from September to December 2016. Each course costs \$999.00.

m/Baker s/Woshnak to allow James Harris to enroll in the Advanced Wastewater and Advanced Water courses for a total cost of \$1,998.00. m/passed

m/Delano s/Baker to file all correspondence sent out for review without reading number 1 through number 22. m/passed

m/Baker s/Delano to pay all bills presented for the month of July 2016. m/passed

The next regular meeting will be held on August 24, 2016 at 7:00 p.m.

m/Woshank s/Delano to adjourn the meeting 8:45 p.m.

m/passed

Submitted by
Cheryl Santore-BBMUA Secretary