

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

The regular meeting of the BBMUA was held on December 12, 2018 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:

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| R. Delano | C. Santore |
| J. Formisano | A. Zorzi |
| J. Johnston | R. Smith |
| J. Santagata | M. Testa |
| J. Alvarez | S. Testa |

Chairman Santagata informed the board he received a letter from Mayor David Zappariello requesting \$15,000.00 from the BBMUA to be used in the Borough's 2019 budget for HVAC & LED light illumination upgrades in Borough owned properties. Chairman Santagata stated this is a board decision but his opinion is if we give them the money it should be done in the same way Louis Drive was handled with an interlocal agreement by resolution and the money should be put in the BBMUA's capital budget and paid out to the Borough once the work is complete. The BBMUA Auditor, Steve Testa asked if they are asking for the money as their allowable 5% contribution request or are they asking for us to pay for the upgrades. Ms. Santore read the letter which states they are asking for this in the spirit of intergovernmental cooperation. Ms. Santore stated that she remembers in prior years they went through the NJ Clean Energy program and had two a/c units on the municipal building and 1 a/c unit on the Louise Basile center replaced, installed energy efficient light switches, and changed the lighting to more energy efficient lighting. Chairman Santagata asked our Engineer, Robert Smith if the NJ Clean Energy program through the Direct Install already upgraded some of the equipment a few years ago would they do it again. Mr. Smith stated it would have to be equipment that wasn't previously replaced in the last project. Mr. Formisano stated he would like to see in writing what is going to be paid for before we give them any money. Jeffrey Johnston stated he knows they were going to have all of the ducts cleaned. Ms. Santore stated they did that today and tomorrow they will be having a cleaning crew come in to clean the entire building with the exception of the BBMUA office. Steve Testa stated if you choose to give them the money it could be done through an interlocal

agreement, however, it wouldn't be able to be a capital expense but we probably could figure out where we could post it. Mr. Testa feels we should do a resolution and request them to do the interlocal service agreement. Mr. Delano stated on the other side what are we really paying for. It is not that we are saying no, but we have nothing in writing stating what exactly is being replaced or upgraded and in what buildings. Mr. Formisano stated in the long run the tax payers are the people who are ultimately paying for it. Ms. Santore asked why they only had one contractor provide pricing on this. Robert Smith stated through the Clean Energy program there are certain contractors that perform the work and you are not required to get more than one contractor to provide pricing. Chairman Santagata asked if the BBMUA would be eligible for this program. Robert Smith stated he would look into it. Mr. Formisano stated he knows from going through the plant and being on the board there are a lot of items that we need replaced. Chairman Santagata stated if he is understanding correctly the board is not saying no at this time, however they would like more detailed information. The BBMUA Solicitor stated his opinion is the board would like a scope of work containing more detailed information before they can make a decision. The board members agreed with that statement. Chairman Santagata asked Ms. Santore to contact the Borough and request more information for the next meeting.

Robert Smith of Remington & Vernick provided the board with a copy of the email he sent to the Daily Journal requesting the advertising of the Notice to Bidders for the furnishing and delivery of water meters and Micro C 2000 to be published on Wednesday, December 5, 2018 in the Daily Journal and Atlantic County Record. Bids are to be received on Tuesday, December 18, 2018 at 11:00 am in Borough Hall. The recommendation of award will be presented to the BBMUA board in January 2019.

Robert Smith of Remington & Vernick provided the board with a copy of the letter to Mr. John Petrongolo of County Conservation Company returning the bid bond for the Furnishing and Delivery of Wood Chips in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.

Robert Smith of Remington & Vernick provided the board with a copy of the letter to Mr. Alfred Warriner, President of Warriner Construction, transmitting 4 sets of contract documents for execution and return that was awarded to his company for the furnishing and delivery of wood chips.

Robert Smith of Remington & Vernick provided the board with a copy of the letter to Ms. Victoria Meakim of Univar USA, Inc. transmitting 4 sets of contract documents for execution and return that was awarded to her company for the furnishing and delivery of liquid aluminum sulfate.

Robert Smith of Remington & Vernick provided the board with a copy of the email he sent to the Daily Journal requesting the advertising of the Notice to Bidders for the furnishing of electrical repair and maintenance services and the furnishing of mechanical & plumbing repair and maintenance to be published on Wednesday, December 12, 2018 in the Daily Journal and Atlantic County Record. Bids are to be received on Thursday, December 27, 2018 at 11:00 am in Borough Hall. The recommendation of award will be presented to the BBMUA board in January 2019.

A letter was received from Erin Schumacher of the State of New Jersey DEP Division of Water Supply & Geoscience Bureau of Water Systems Engineering regarding the Lead & Copper Sampling Plan. The Bureau completed the technical review of the Lead & Copper Sampling Plan and based on the review the plan submitted demonstrates compliance with the requirements of 40 CFR 141.80-91 and is approved. This is valid for nine years from November 27, 2018.

Mr. Smith provided the board with an update on Louis Drive. The sewer is done and most everyone is hooked up. The paving is complete and they are just working through punch list items with the contractor now. There is some additional work that needs to be done that is the Borough's responsibility. One driveway apron had to be replaced due to grading issues. Hopefully this project will be closed out shortly.

Mr. Michael Testa Jr. of Testa, Heck, Testa & White provided the board with a copy of the letter sent to Steven Filippone of Engineer Design Associates that was approved at the last regular meeting regarding the Buena Vista Campground. The letter was mailed on Monday, December 10, 2018.

Steve Testa of Romano, Hearing Testa and Knorr informed the board that they need to adopt resolution R-20-2018 for the 2019 Sewer and Water Budget. The State approved the introduced budget that was presented to the board at the October 24, 2018 meeting and it is now appropriate to adopt this resolution.

m/Delano s/Johnston adopt resolution R-20-2018 the adopted resolution for the BBMUA's Water/Sewer Operation for the fiscal year from January 1, 2019 to December 31, 2019; whereas the Annual Budget for water as presented for adoption reflects Total Revenues of \$753,780.00, Total Appropriations, including any Accumulated Deficit if any, of \$991,877.00 and Total Unrestricted Net Position utilized of \$238,097.00. And whereas, the Annual Budget for sewer as presented for adoption reflects Total Revenues of \$1,599,000.00, Total Appropriations, including and Accumulated Deficit if any, of \$1,836,139.00 and Total Unrestricted/Undesignated Net Position utilized of \$237,139.00.
m/passed

m/Delano s/Formisano to approve the treasurer's report as presented. m/passed

m/Delano s/Alvarez to authorize the advertisement for the Solicitation of Professional Services Contract Appointments (RFQ's) for the February 1, 2019 through January 31, 2020 time period. m/passed

m/Johnston s/Alvarez to accept the minutes of the last regular meeting held on November 28, 2018. m/passed

m/Johnston s/Alvarez to accept the minutes of the last executive closed session meeting held on November 28, 2018. m/passed

m/Delano s/Johnston to approve the 2019 AllMax Software, Inc. support contract through January 31, 2020 in the amount of \$1,760.00. m/passed

Three quotes were attempted in all of the lab testing and chemical quotations. The vendors listed below came in with the lowest quotations.

m/Alvarez s/Delano to purchase Citric Acid from Coyne Chemical in the amount of \$69.47/bag (50lb. bag) m/passed

m/Johnston s/Delano to purchase Sodium Hypochlorite from Buckman's Inc. in the amount of \$100.50/drum (55 gal. drum) + \$40.00 refundable deposit per drum m/passed

m/Johnston s/Delano to purchase Chlorine Gas from Coyne Chemical in the amount of \$264.22/cylinder (150lb. cylinder) m/passed

m/Alvarez s/Delano to purchase Chlorine Tablets from Coyne Chemical in the amount of \$148.40/pail (55 lb. pail) m/passed

m/Johnston s/Delano to purchase Sulfuric Acid from Univar in the amount of \$1.95/gal. m/passed

m/Johnston s/Formisano to purchase Zeta Lyte 21 polymer from CET in the amount of \$213.95/box (55lb. box) m/passed

Please Note: Coyne Chemical 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.

m/Johnston s/Delano to have Group A Lab Testing performed by Atlantic County Utilities Authority in the amount of \$4,800.05. m/passed

m/Johnston s/Formisano to have Group B Lab Testing performed by Eurofins QC Laboratories in the amount of \$5,347.00. m/passed

m/Delano s/Alvarez to have Bioassay testing performed by American Analytical in the amount of \$1,250.00. m/passed

m/Delano s/Johnston to have Compost testing performed by Suburban Testing Labs in the amount of \$13,200.00. m/passed

m/Delano s/Johnston to file all correspondence sent out for review without reading number 1 through number 13. m/passed

m/Johnston s/Alvarez to pay all bills presented for the month of December 2018. m/passed

The next regular meeting is scheduled for December 26, 2018 has been cancelled. Therefore the next regular meeting is scheduled for January 9, 2019 at 7:00 p.m.

m/Johnston s/Alvarez to adjourn the meeting 7:27 p.m. m/passed

Submitted by
Cheryl Santore-BBMUA Secretary