

REGULAR MEETING AGENDA

CALL THE MEETING TO ORDER:

FLAG SALUTE:

SUNSHINE LAW: “This regular meeting held on February 13, 2019 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	J. Santagata	R. Smith
R. Delano	J. Alvarez	M. Testa
J. Formisano	C. Santore	S. Testa
J. Johnston	A. Zorzi	

FIRST ORDER OF BUSINESS: The first order of business for tonight’s meeting is the BBMUA’s reorganization for the year 2019.

I would like to open the floor for Nominations for Chairman (Joseph Santagata).
I would like to close the floor.

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

CHAIRMAN:

I would like to open the floor for Nominations for Vice-Chairman (Richard Baker).
I would like to close the floor.

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to open the floor for Nominations for Secretary/Treasurer (Cheryl Santore)

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, R. Delano, J. Formisano, J. Johnston, J. Santagata

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, R. Delano, J. Formisano, J. Johnston, J. Santagata

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

I would like to entertain a motion for a Bond Counsel. (Winne Banta Basralian & Kahn)

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Committees for the year 2019 will be as follows:

Policies, Procedures & Personnel:

Richard Baker

Finance:

Robert Delano
Johnathan Alvarez

Plant Operations & Construction:

John Formisano
Jeffery Johnston

In addition, the Chairman will serve as an alternate to any committee as needed.

#9 Copy of the letter sent to Mayor Zappariello with the BBMUA's response to the request for funds contributing to the HVAC & Lighting upgrades the Borough has planned to complete in 2019. We have not received an interlocal agreement from the Borough yet and apparently they are still trying to get the NJ Direct Install program worked out. Once I receive a copy of the interlocal a resolution will be prepared for adoption by the BBMUA board.

PUBLIC PORTION:

ENGINEER'S REPORT: #12 Email from Patrick Bermel of Emerald Screening stating that Emerald is agreeable to the reimbursement option that was proposed to them. In order to process the reimbursement, they are requiring a release of liability be signed with regard to these particular components. If the BBMUA is agreeable we must sign the release and they will arrange for the parts that belong to them to be shipped back to Emerald Equipment and furnish payment.

#14 Email from Robert Smith of Remington & Vernick to Michael Testa Jr. & Robert Casella of Testa, Heck, Testa & White regarding the supply bond that was received on the Furnishing and Delivery of Micro C 2000 contract. Mr. Smith wants to know if the supply bond is acceptable or if the customer will have to supply a performance bond and payment bond as submitted in the past.

#15 Email from Robert Smith of Remington & Vernick to Michael Testa Jr. & Robert Casella of Testa, Heck, Testa & White regarding the supply bond that was received on the Furnishing and Delivery of Water Meters contract. Mr. Smith wants to know if the supply bond is acceptable or if the customer will have to supply a performance bond and payment bond as submitted in the past.

#16 Email from Robert Casella of Testa, Heck, Testa & White regarding the supply bond received for the Furnishing and Delivery of Water Meters Contract. Mr. Casella feels the Performance and Payment Bonds are for general construction contracts not the purchasing of materials and the supply bond provided is appropriate to the contract and acceptable.

#20 Copy of proposed contract for execution. The contract is in accordance with the response to the Request for Qualifications and is for the period February 1, 2019 through January 31, 2020.

SOLICITOR'S REPORT: #1 Adopt Resolution R-9-2019, designating official newspapers of the Borough of Buena Municipal Utilities Authority.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#2 Adopt Resolution R-10-2019, 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, R. Delano, J. Formisano, J. Johnston, J. Santagata

#3 Adopt Resolution R-11-2019, 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, R. Delano, J. Formisano, J. Johnston, J. Santagata

#4 Adopt Resolution R-12-2019, awarding contract for professional services pursuant to the fair and open process to Testa, Heck, Testa & White for Legal Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#5 Adopt Resolution R-13-2019, awarding contract for professional services pursuant to the fair and open process to Winne Banta Basralian & Kahn for Bond Counsel Services.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

#13 Copy of Contract for execution in accordance with the response to the Request for Qualifications. The contract is for the period February 1, 2019 through January 31, 2020.

Correspondence #8, #17 & #21 will be discussed in closed session due to the fact that they pertain to possible litigation. Therefore the following Resolution R-14-2019 needs to be adopted.

#18 Adopt Resolution R-14-2019 authorizing a meeting of the Borough of Buena Municipal Utilities Authority Closed to the Public to discuss matters that include possible litigation pursuant to N.J.S.A. 10:4-12(b)(7).

m. _____ s. _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Motion to open the executive closed session meeting.

m. _____ s. _____ Time: _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

Motion to close the executive closed session meeting and return to regular session.

m. _____ s. _____ Time: _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

AUDITOR'S REPORT: #11 Copy of proposed contract for execution 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 needs to be executed. The contract is for the period February 1, 2019 through January 31, 2020.

UNFINISHED BUSINESS:

CORRESPONDENCE: #6 A customer of the BBMUA Mark Panzera came into the office last week. He is in the United States Coast Guard and was a victim of the recent government shutdown. He stated that on the news it was stated that any interest on accounts they have would be waived due to the lack of pay government employees will not receive during the shutdown. I explained that we do not have the authorization to waive any interest fees and he would have to come before the board. He paid both of his accounts so the interest factor wasn't an issue with him but this brings up a good question. I am not sure if we have any other government employees in town but I feel the interest would still have to be charged but can work with them regarding the shut off of services. I told Mr. Panzera I would bring this topic up to the board.

TREASURER'S REPORT: Motion to approve treasurer's report as read
m. _____ s. _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

SECRETARY'S REPORT: #19 Copy of the proposed contract for execution from Winne Banta Basralian & Kahn. The contract is in accordance with the response to the Request for Qualifications and needs to be executed. The contract is for the period February 1, 2019 through January 31, 2020.

MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on January 23, 2019.

m: _____ s: _____
Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

PUBLIC PORTION:

PLANT SUPERINTENDENT'S REPORT: #7 Letter from Michele Potter of the State of New Jersey DEP Office of Quality Assurance regarding the March 2019 Non-Potable Water PT Study. The results are due to the Office of Quality Assurance by May 3, 2019.

#10 A listing of 2019 Generator Service Quotes was provided. Three attempts were made and the quotes are as follows:

Atlantic Switch and Generator	\$1,798.16
Reliable Power Plus	\$2,250.00
Industrial Valley Gas & Diesel	\$2,400.00

Therefore we would like to issue a purchase order to Atlantic Switch and Generator in the amount of \$1,798.16 for the 2019 Generator Service Contract.

m. _____ s. _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

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

m: _____ s: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata

The next regular meeting will be held on February 27, 2019 at 7:00 p.m.

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

m. _____ s. _____ Time: _____

Roll Call: R. Baker, R. Delano, J. Formisano, J. Johnston, J. Santagata