

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

**SUNSHINE LAW:** “This regular meeting held on August 23, 2017 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	C. Santore
R. Delano	A. Zorzi
J. Formisano	R. Smith - Absent
J. Johnston	R. Casella
J. Santagata	S. Testa
J. Alvarez	

### CHAIRMAN: FIRST ORDER OF BUSINESS:

### PUBLIC PORTION:

**ENGINEER’S REPORT:** #2 Letter from Peter Mitt of Engineering Design Associates to Robert Smith of Remington, Vernick & Walberg regarding the Water & Sanitary Sewer Application for the Liberty Village Site Plan providing revised documents for his review.

#3 Email from Robert Smith of Remington, Vernick & Walberg to Brad Mease of Municipal Maintenance Company providing him with a copy of Change Order No. 1 and Certification No. 1 for signatures.

#5 Letter to Anthony Dardis of Emerald Equipment Systems, Inc. transmitting three sets of contract documents for execution and return along with a Certificate of Insurance.

**#6 Letter to Chairman Santagata from Robert Smith of Remington, Vernick & Walberg providing a Change Order No. 1 for the Repair of the Kompress Belt Filter Press System which represents the elimination of the allowance and supplemental work for repair of the wedge roller shaft. The change order results in a net increase in the contract amount of \$2,472.00.**

**Therefore, I need a motion to approve Change Order No. 1 which represents the elimination of the allowance and supplemental work for repair of the wedge roller shaft on the Kompress Belt Filter Press System in the amount of \$2,472.00.**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

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

**#7 Letter from Robert Smith of Remington, Vernick & Walberg providing Payment Certificate No. 1 for the repair of the Kompress Belt Filter Press System in the amount of \$42,004.80 for approval and payment.**

**I need a motion to approve Payment Certificate No. 1 for the repair of the Kompress Belt Filter Press System in the amount of \$42,004.80.**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

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

**#13 Letter to Chairman Santagata from Edward Dennis of Remington, Vernick & Walberg providing a proposal to perform a Phase I Environmental Site Assessment at the Lillie Property located at 501 Plymouth Road, Block 121 Lot 13 in the amount of \$3,600.00. This is the Phase I study that the board wanted performed prior to the purchase of the property.**

**I need a motion to give authority to Remington, Vernick & Walberg to perform a Phase I Environmental Site Assessment at the Lillie Property located at 501 Plymouth Road, Block 121 Lot 13 in the amount of \$3,600.00. The final summary report is to be provided to the BBMUA within 20 days of written authorization to proceed.**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

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

**SOLICITOR'S REPORT:** #1 Letter from Michael Testa Jr. of Testa, Heck, Testa & White to John Lillie providing a Contract of Sale for the property located at 501 Plymouth Road, Block 121, Lot 13 for his review, execution and return.

**#9 Adopt Resolution R-22-2017 Confirming the Award of Its Solar Project and the Negotiation and Execution of a Power Purchase Agreement in Connection Therewith on Behalf of Itself.**

m. \_\_\_\_\_ s. \_\_\_\_\_

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

**#10 Letter from Robert Casella of Testa, Heck, Testa & White providing the Agreements executed by Mr. Lillie for the property located at 501 Plymouth Road, Block 121, Lot 13 for the Chairman's execution.**

**#11 Adopt Resolution R-23-2017 Authorizing the Signature of the Agreement of Sale and Purchase of Real Estate Located at 501 Plymouth Road, Block 121 Lot 13 in the Borough of Buena from John Lillie Pending a Phase I Environmental Study.**

m. \_\_\_\_\_ s. \_\_\_\_\_

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

**AUDITOR'S REPORT:**

**UNFINISHED BUSINESS:**

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

m. \_\_\_\_\_ s. \_\_\_\_\_

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

**SECRETARY'S REPORT: #8 Email from Bob Edmunds submitting a proposal for the MCSJ WIPP in the amount of \$600.00 with an annual maintenance fee of \$600.00. This would allow our customers to pay online with a credit card or e-check through Advanced Global. The convenience fee for a credit card is 2.95% and an e check fee is around \$1.05. All we would have to do is place a link on our website which would allow the customer to go on and pay their bill. There would be no credit card terminal in the office and we would not have to submit any of the convenience fees to Advanced Global. This would all be handled by them. A lot of customers have asked about paying online. The Borough has the same convenience for the taxpayers and after discussions with them it seems to be working out well. Therefore, I would like to get approval from the board to go ahead with setting this up for our customers as well.**

**I would like a motion to move forward with offering online payment options through Edmunds MCSJ WIPP in the amount of \$600.00.**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

**Roll Call: R. Baker, B. Delano, J. Formisano, J. Alvarez, J. Santagata**

**#12 Adopt Resolution R-24-2017 authorizing employment of Mary Ann Chalow as a consultant for the Borough of Buena Municipal Utilities Authority for the period beginning September 1, 2017 through August 31, 2018 in the amount of \$5,000.00**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

**Roll Call: R. Baker, B. Delano, J. Formisano, J. Alvarez, J. Santagata**

**#16 Letter from Cathleen Kiernan notifying us that the Authority's membership in the NJJAJIF fund expires on December 31, 2017. In order to maintain our membership, the Board needs to adopt a renewal membership resolution and execute the indemnity and trust agreement for an additional three years. These need to be returned to the Fund office by October 1, 2017.**

**#17 Execute agreement to renew membership in the NJUAJIF for the years 1/1/18 through 12/31/21.**

**#18 Adopt Resolution R-25-2017 for renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund.**

**m. \_\_\_\_\_ s. \_\_\_\_\_**

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

**MINUTES OF THE MEETING:** Dispense with reading the minutes of the last regular meeting held on July 26, 2017. Second-Roll Call

m. \_\_\_\_\_ s. \_\_\_\_\_

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

Dispense with reading the minutes of the last closed executive session meeting held on July 26, 2017. Second-Roll Call

m. \_\_\_\_\_ s. \_\_\_\_\_

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

**PUBLIC PORTION:**

**PLANT SUPERINTENDENT'S REPORT:** #4 Email from Max Kipp of Remington, Vernick & Walberg providing a draft copy of the report outlining their recent evaluation of pump stations #1, #2, & #3.

**#14** Letter from Caitie Van Sciver of the State of New Jersey DEP Office of Quality Assurance regarding our Laboratory Certification Number 01204 and a scheduled On-Site Audit to be completed on Tuesday, September 5, 2017 at 9 am.

**#15** Copy of the Water Tank Inspection Report prepared by Mumford-Bjorkman Associates, Inc. and submitted by Remington, Vernick & Walberg Engineers. There are immediate repairs and modifications listed on Page 6 of the report that need to be addressed.

**Motion to accept and file all correspondence sent out for review without reading numbered 1 through 18. Second-Roll Call**

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 September 13, 2017 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