

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

SUNSHINE LAW: "This regular meeting held on January 11, 2012 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:

J. Brunini	F. Soto
R. Baker	S. Woshnak
H. Bertonazzi	J. DuBois
C. Mielke	

CHAIRMAN: FIRST ORDER OF BUSINESS: #2 USDA Compliance Statement from Level-1 Construction, Inc. pertaining to the 2011 Treatment Plant Upgrade project.

#3 Letter from Ed Walberg of Remington, Vernick & Walberg regarding the NJPDES Residual Permit Renewal that is set to expire on 06/30/12 proposing a cost not to exceed \$6,500.00 for completion of application and attachments and submittal.

#6 Email from Robert Smith of Remington, Vernick & Walberg to David Corwin of the USDA supplying the revised budget for the 2011 Wastewater Treatment Plant Upgrade Project and requesting to set up the preconstruction meeting.

#7 Letter from Malathi Prabhu Bureau of Water System Engineering for the State of New Jersey DEP Division of Water Supply & Geoscience regarding Limited Firm Capacity to supply future development.

#8 Letter from Dennis Yoder of Remington & Vernick sending original bid bond from Level-1 Construction, Inc. and bid information of the unsuccessful bidders. (These documents were taken by Robert Smith back to Remington, Vernick & Walberg to be properly handled accordingly)

#11 Email from Robert Smith of Remington, Vernick & Walberg to Avo Kart of the USDA providing him with the Certificate of Owner's Attorney regarding the Performance and Payment Bonds for the 2011 WWTP project.

#12 Email from Robert Smith of Remington, Vernick & Walberg to Avo Kart of the USDA providing him with Resolution No. R-29-2011 awarding the contract to Level-1 Construction and informing them that no additional information should be needed and the pre-construction meeting should be scheduled.

#13 Email from Robert Smith of Remington, Vernick & Walberg providing a copy of the NJDEP Residual Permit Renewal Application.

#14 Adopt Resolution R-1-2012, authorizing the employment of Cheryl Santore as Senior Clerk, Secretary/Treasurer, Finance Officer and further authorizing execution of agreement for a one year term of employment. m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

#15 Adopt Resolution R-2-2012 Appointing Fund Commissioner for the NJ Utility Authorities Joint Insurance Fund. m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

#16 Adopt Resolution R-3-2012 Adopting a new Cash Management Plan for Calendar year 2012. m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

#17 Email from Robert Smith of Remington, Vernick & Walberg confirming the pre-construction meeting for Wednesday, January 18, 2012 at 2:00 p.m. at the Buena Borough Municipal Building.

#19 Letter from Dennis Yoder of Remington, Vernick & Walberg to Kim A. Miller, President of Level-1 Construction, enclosing for their files, a fully-executed contract document for Improvements to the WWTP.

#20 Email from Barbara Kaczmar from The Bank of New York Mellon requesting an updated incumbency certificate.

#21 Letter from Dennis Yoder of Remington, Vernick & Walberg to all of the unsuccessful bidders returning their bid package in accordance with the Local Public Contracts Law.

#23 Adopt Resolution R4-2012 Designating Secretary/Treasurer, Cheryl Santore as an authorized signatory on all banking accounts of the Buena Borough Municipal Utilities Authority. m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

#24 Adopt Resolution R5-2012 Designating Plant Superintendent Alan Zorzi as an authorized signatory on all banking accounts of the authority in the absence of any of the previously authorized signators. m: \_\_\_\_\_ s: \_\_\_\_\_  
Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

#25 Letter to Mayor Baruffi from Rick and Laura Dapp from Buena Laundry regarding 2012 sewer rate increase.

PUBLIC PORTION: Water customer Charles Terranova may attend to discuss his credit amount that was authorized at the December 14, 2011 meeting. See Correspondence #10.

Louis Bermudez of 204 W. Flower Street may attend to discuss the 2012 sewer rate increase.

ENGINEER'S REPORT:

SOLICITOR'S REPORT:

AUDITOR'S REPORT:

UNFINISHED BUSINESS:

CORRESPONDENCE:

TREASURER'S REPORT:

SECRETARY'S REPORT: #10 Letter to Charles Terranova explaining the malfunction of his water meter and credit being issued to him.

#22 List of sealed requests for qualifications (RFQ's) received for Professional Auditing Services, Professional Consulting Engineering Services and Professional General Counseling Services.

MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on December 14, 2011. Second-Roll Call

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

R. Baker  
H. Bertonazzi  
C. Mielke  
F. Soto  
J. Brunini

PUBLIC PORTION:

PLANT SUPERINTENDENT'S REPORT: #1 Letter from Terry Beym, Acting Section Chief of the State of New Jersey, Department of Environmental Protection Division of Water Quality Office of Permit Management regarding the NJPDES permit that will expire on 6/30/2012 with instructions as to when renewal is needed.

#4 Letter from Joseph Aiello, Chief of the State of New Jersey, DEP Office of Quality Assurance regarding the participation in the WP-March 2012 PT study.

#5 Letter from Dan McGinnis, Assistant Engineer for Atlantic County Department of Regional Planning and Development regarding Utility Manholes and roadway safety concerns on Central Avenue from Route 40 to Oak Road.

#9 Email to Robert Smith of Remington, Vernick & Walberg providing a copy of e-mail and photos received from Jay Steinmetz from Atlantic County regarding 627 Central Avenue Manholes.

#18 Letter from State of New Jersey, Department of Environmental Protection, regarding shipment of Water Supply PT samples. Water samples will be mailed to our laboratory on January 9, 2012. A report for all compounds in which the laboratory holds certifications must be reported.

COMMITTEE REPORTS:

1. POLICIES, PROCEDURES, & PERSONNEL:
2. FINANCE:
3. PLANT:
4. CONSTRUCTION:

Motion to accept and file all correspondence sent out for review without reading numbered 1 through 25. Second-Roll Call

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

Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

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

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

Roll Call: R. Baker, H. Bertonazzi, C. Mielke, F. Soto, J. Brunini

The next regular meeting will be held on January 25, 2012 at 7:00 p.m.

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

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