

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

**SUNSHINE LAW:** “This regular meeting held on November 26, 2014 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	S. Woshnak	M. Testa
C. Mielke	M. Feaster	
J. Santagata	D. Austino	
F. Soto	A. Zorzi	

**CHAIRMAN: FIRST ORDER OF BUSINESS:** The bid for the furnishing and delivery of wood chips was reviewed by BBMUA Solicitor, Michael Testa. He stated that the bid for the wood chips was fine and could be awarded at tonight’s meeting. Therefore we need to adopt resolution R-25-2014.

**#11 Letter to Chairman Mielke from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the Furnishing and Delivery of Wood Chips to Warriner’s Construction a bid amount of \$25,920.00 pending the BBMUA solicitor approval.**

**I need a motion to award the bid for the furnishing and delivery Wood Chips to Warriner’s Construction with a bid amount of \$25,920.00 pending the BBMUA solicitor approval.**

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

**Roll Call: R. Baker, J. Santagata, S. Woshnak, M. Feaster, C. Mielke**

**#8 Adopt Resolution R-25-2014 awarding the contract for the Furnishing and Delivery of Wood Chips to Warriner’s Construction, Inc.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**PUBLIC PORTION:**

**ENGINEER'S REPORT:** No Report

**SOLICITOR'S REPORT:** #14 Letter from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the Furnishing and Delivery of Liquid Aluminum Sulfate to Univar USA, Inc. with a bid amount of \$28,340.00 pending the BBMUA solicitor approval.

I need a motion to award the bid for the furnishing and delivery of liquid aluminum sulfate to Univar USA, Inc. in the amount of \$28,340.00 pending the BBMUA Solicitor's approval.

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

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke

**#16 Adopt Resolution R-26-2014 awarding the contract for the Furnishing and Delivery of Liquid Aluminum Sulfate to Univar USA, Inc.**

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

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke

**#15 Letter to Chairman Mielke from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the furnishing and delivery of a trailer mounted pump. One bid was received from Xylem Dewatering Solutions in the amount of \$35,795.00. The award should be contingent upon approval of the MUA Solicitor and funds being available. Based upon the review there were a few deficiencies that were referred to the solicitor. One concern was the bid bond was not signed, witnessed or sealed by the bidder and the second concern was the bidder signed his name where the name of the bidder should have been inserted in the Non-Collusion Affidavit.**

I need a motion to award the bid for the furnishing and delivery of a trailer mounted pump to Xylem Dewatering Solutions in the amount of \$35,795.00 pending the BBMUA Solicitor's approval.

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

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke

**#17 Adopt Resolution R-27-2014 awarding the contract for the Furnishing and Delivery of a Trailer Mounted Pump to Xylem Dewatering Solutions, Inc.**

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

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke

## **AUDITOR'S REPORT: No Report**

**UNFINISHED BUSINESS: #1 Email from Robert Smith of Remington, Vernick & Walberg to Michael Testa of Testa, Heck, Scrocca & Testa with questions and comments on the letter of support for the NJBPU Renewable Energy Incentive Program for the proposed solar project.**

**#2 Email from Steve Testa of Romano, Hearing, Testa & Knorr to Robert Smith and Michael Testa with comments on the letter of support and the NJBPU Renewable Energy Incentive Program for the proposed solar project.**

A conference call was held on Monday, November 24, 2014 with Michael Testa, Robert Smith, Steve Testa and Cheryl Santore to discuss the letter of support requested by Solis Partners to accompany the NJBPU Renewable Energy Incentive Program grant application. After much research and conversations with another local utilities authority that has been working with Mr. Curtin of Solis Partners it was decided that a letter of support will not be provided by the BBMUA. Also the information will not be forwarded to the school to provide a letter on their behalf either. The reason being is that per NJ Public Contracts Law this project would have to go out for bid for a Power Purchase Agreement (PPA). All of the professionals do not feel comfortable providing a letter of intent prior to bidding. In order for the school to provide a letter of intent there has to be a lease established with Solis Partners for the portion of the Donato Property and in order to lease part of that property it would have to be placed out for public bid per the NJ Public Contracts Law as well. Since this cannot be accomplished by the deadline to file the application of December 7, 2014 with the BPU there will be no letters drafted at this time. Mr. Curtin was informed that he could file for the funding on his own without the support letters and he stated that was not possible because a project had to be specified in order to apply. This matter can be discussed further with the professionals at the next meeting if so desired.

**#5 Email from Robert Smith of Remington, Vernick & Walberg to the Borough of Buena Administrator providing him with the revised scope of work for the electrical and mechanical bids. Mr. Smith asked that if the revised scopes were acceptable that the Borough authorize the advertising of the contracts for bid.**

**#6 Email from Robert Smith of Remington, Vernick & Walberg to the Borough of Buena Administrator asking if the electrical and mechanical contracts above are subject to the responsible contractor resolution 120-14 that council adopted on August 11, 2014.**

**#12 Copy of the letter that accompanied the docket renewal application and fee to the Delaware River Basis Commission for groundwater withdrawal from the Delaware River Basin for our records.**

**#13 Email from Kim Curtin of Solis Partners regarding the BPU Grant stating that he will support whatever the MUA decides to do.**

**CORRESPONDENCE: #3 MIS Proposal for 2015 from Barber Consulting Services LLC in the amount of \$1,500.00 which is the same cost that we have paid for the past six years.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**#7 Memo from Kris Kristie regarding elected officials seminars. Please let me know who will be attending the training seminar on Tuesday, January 27, 2015 at Merighi's Savoy Inn so I can sign everyone up. We receive \$250.00 credit for each municipal elected official who completes the course by March 31, 2015.**

**#9 Email from Robert Smith of Remington, Vernick & Walberg providing a copy of the Notice to Bidders for the furnishing and delivery of water meters to be advertised in the Daily Journal and Atlantic County Record. The Notice will be published on Friday, November 26, 2014 in the Daily Journal and on Wednesday, December 3, 2014 in the Atlantic County Record. The bids will be received on Tuesday, December 9, 2014 at 11:00 a.m.**

**TREASURER'S REPORT: No Report**

**SECRETARY'S REPORT:** The plant employees asked to switch the Christmas Holidays around slightly. They would like to work Christmas Eve instead of the day after Christmas to have a four day weekend. The office personnel is in agreement with this. On Friday November 21, 2014 the Borough Administrator came into the MUA office. He stated that the Borough will be closing the building a half day on Christmas Eve and will be closed on Christmas Day and the day after Christmas and would appreciate it if we followed suit. He stated that he prefers we not be in the municipal building when it is closed due to security issues. Debbie and I were going to take a half of a vacation day on Christmas Eve before Mr. Trivellini asked that the office follow the Borough's lead. However, this brings up the question of what to tell Mr. Trivellini when the Borough closes in the winter due to snow. Borough employees are paid when the building is closed due to inclement weather. Last winter when the office employees were told we could not be in the building by the Administrator we had to use vacation time to cover our time off. More importantly it places an undue strain on the plant employees because no one is here to answer phones and issue purchase orders should something break and need to be replaced due to the storm. According to Civil Service MUA employees are considered essential personnel. I am looking for your guidance on how to handle this situation should it arise this winter.

**MINUTES OF THE MEETING:** Dispense with reading the minutes of the last regular meeting held on November 12, 2014. Second-Roll Call

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

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke

**PUBLIC PORTION:**

**PLANT SUPERINTENDENT'S REPORT:** #4 Email to Chris Barcia of Squan regarding the Sprint Nextel cell tower site requesting an independent engineers inspection report on the tank restoration that has taken place. Also, the removal of the concrete pad removal must be complete before the lease can be considered terminated.

**#10 Listing of Chemical price quotes for 2015 for approval.**

**A quote was obtained for Citric Acid from the following companies:**

Univar            \$69.50/bag (increase of \$1.50/bag in 2014)

Coyne            \$86.99/bag

Chemical Equipment – no quote

**I need a motion to purchase Citric Acid from the lowest bidder Univar in the amount of \$69.50/bag.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for Sodium Hypochlorite from the following companies:**

<b>Buckman's Inc.</b>	<b>\$140.25/ 55 gal drum + \$40.00 refundable deposit / drum</b>
<b>Univar</b>	<b>\$138.86/ 53 gal drum (increase of \$55.25/drum in 2014)</b>
<b>Coyne</b>	<b>\$213.29/ 55 gal drum</b>

**I need a motion to purchase Sodium Hypochlorite from the lowest bidder Buckman's Inc. in the amount of \$140.25/55 gal. drum +\$40.00 refundable deposit per drum.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for MicroC 1000 from the following companies:**

<b>Coyne</b>	<b>\$313.38/55 gal drum (decrease of \$129.62/drum in 2014)</b>
<b>Univar</b>	<b>No quote</b>

**I need a motion to purchase MicroC 1000 from the lowest bidder Coyne Chemical in the amount of \$313.38/55 gal. drum.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for Chlorine Gas from the following companies:**

<b>Univar</b>	<b>\$174.00/150 lb. (-\$10.00 per cylinder in 2014)</b>
<b>Coyne</b>	<b>\$262.38/150 lb.</b>

**I need a motion to purchase Chlorine Gas from the lowest bidder Univar in the amount of \$174.00/150 lb. cylinder.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for Chlorine Tablets from the following companies:**

<b>Coyne Chemical</b>	<b>\$119.83/55 gal. pail</b>	<b>(-\$2.27/pail in 2014)</b>
<b>Univar</b>	<b>\$122.10/55 gal. pail</b>	

**I need a motion to purchase Chlorine Tablets from the lowest bidder Coyne Chemical in the amount of \$119.83/55 gal. pail.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for Sulfuric Acid from the following companies:**

Univar	\$1.84/gal	(-\$0.41/gal in 2014)
PVS Mini Bulk	\$2.15/gal.	
Coyne Chemical	no quote	

**I need a motion to purchase Sulfuric Acid from the lowest bidder Univar in the amount of \$1.84/gal.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**A quote was obtained for Zeta Lyte 21 Polymer from the following companies:**

CET	\$187.00/box	(+\$2.75/box in 2014)
Coyne Chemical	\$138.04/ box	

**Please note: Coyne 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.**

**I need a motion to purchase Zeta Lyte 21 Polymer from CET in the amount of \$187.00/box.**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

### **COMMITTEE REPORTS:**

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

**Motion to accept and file all correspondence sent out for review without reading numbered 1 through 17. Second-Roll Call**

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

**Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke**

**PAYMENT OF THE BILLS: No Bills Presented**

The next regular meeting will be held on December 10, 2014 at 7:00 p.m. The 2015 budget will be adopted at this meeting. Please make it a point to attend. This will also be our only meeting in December and will be the last meeting of the year.

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

m. \_\_\_\_\_ s. \_\_\_\_\_ Time: \_\_\_\_\_

Roll Call: R, Baker, J. Santagata, F. Soto, S. Woshnak, C. Mielke