

## REGULAR MEETING AGENDA

### CALL THE MEETING TO ORDER:

### FLAG SALUTE:

**SUNSHINE LAW:** “This regular meeting held on December 10, 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	M. Feaster	R. Smith
C. Mielke	D. Austino	
J. Santagata	A. Zorzi	
F. Soto	S. Testa	
S. Woshnak	M. Testa	

**CHAIRMAN: FIRST ORDER OF BUSINESS:** #5 Adopt Resolution R-27-2014 appointing Mary Fenselau to the position of Clerk Typist effective January 1, 2015 through December 31, 2015.

I need a motion to adopt Resolution R-27-2014 appointing Mary Fenselau to the position of Clerk Typist in the BBMUA for the period of January 1 through December 31, 2015 at a rate of \$11.44 per hour for a maximum of 25 hours per week per civil service rules and regulations.

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

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

### PUBLIC PORTION:

**ENGINEER’S REPORT:** #7 Letter to Jayanna Yeakle of Univar USA, Inc. providing three sets of contract documents for the furnishing and delivery of liquid aluminum sulfate to be executed and returned.

#8 Letter to Alfred Warriner of Warriner’s Construction, Inc. providing three sets of contract documents for the furnishing and delivery of wood chips to be executed and returned.

**#9 Letter to Charles Ehrman of Jersey Mulch Products, LLC returning the bid bond for the furnishing and delivery of wood chips. Jersey Mulch Products was the high bidder and was not awarded the contract.**

**#11 Letter to Chairman Mielke from Robert Smith of Remington, Vernick & Walberg making a recommendation to award the Furnishing and Delivery of Water Meters to Rio Supply, Inc. for a bid amount of \$44,100.00 pending the BBMUA solicitor approval.**

**I need a motion to award the bid for the furnishing and delivery Water Meters to Rio Supply, Inc. with a bid amount of \$44,100.00 pending the BBMUA solicitor approval.**

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

**#12 Adopt Resolution R-30-2014 awarding the contract for the furnishing and delivery of water meters to Rio Supply, Inc. in the amount not to exceed \$44,100.00.**

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

**SOLICITOR'S REPORT:**

**AUDITOR'S REPORT: #6 Adopt Resolution R-28-2014 for the 2015 Sewer and Water Budget**

**I need a motion to adopt resolution R-28-2014 which adopts the 2015 Sewer/Water Budget that was introduced at the meeting held on October 8, 2014.**

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

**UNFINISHED BUSINESS: Update on the solar: Kim Curtin of Solis partners submitted the application for the NJBPU renewable energy grant without our letter of support or signature on the application. I told him that we would not be making any commitment in anyway prior to a public bid to comply with the NJ Public Contracts Law.**

**#1 Email providing a legal opinion on the bid for the trailer mounted pump. Due to the fact that the bid bond was not signed being a material defect the bid must be rejected and rebid.**

**#13 Adopt Resolution R-31-2014 Rejecting the bid for the furnishing and delivery of a trailer mounted pump and authorizing re-advertisement of the bid.**

**I need a motion to adopt resolution R-31-2014 rejecting the bid for the furnishing and delivery of a trailer mounted pump and authorizing re-advertisement of the bid.**

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

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

**CORRESPONDENCE: #2 Quotation from M&S Service Company, Inc. for the annual Healy Ruff/Eaton Service Contract. The price for 2015 is \$4,340.00.**

**I need a motion to approve the renewal of the annual service contract with M&S Service Company, Inc. for the Healy Ruff/Eaton Service contract in the amount not to exceed \$4,340.00.**

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

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

**#3 Quotation from AllMax Software, Inc. for the 2015 Support Contract through January 31, 2016 in the amount of \$1,760.00.**

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

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

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

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

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

**SECRETARY'S REPORT: #4 Copy of the Public Notice to be advertised for the solicitation of professional services contract appointments for February 1, 2015 through January 31, 2016.**

**I need a motion to approve the advertisement of the public notice to be advertised for the solicitation of professional services contract appointments for February 1, 2015 through January 31, 2016.**

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

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

**#10 Adopt resolution R-29-2014 authorizing the creation of two new bank accounts entitled “Debt Service Account” and “Bond Reserve Fund” at Susquehanna National Bank to comply with bond resolution R-24-2014.**

**I need a motion to adopt resolution R-29-2014 authorizing the creation of two new bank accounts at Susquehanna National Bank to comply with bond resolution R-24-2014.**

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

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

**MINUTES OF THE MEETING: Dispense with reading the minutes of the last regular meeting held on November 26, 2014. Second-Roll Call**

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

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

**PUBLIC PORTION:**

**PLANT SUPERINTENDENT’S REPORT:**

**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 13. Second-Roll Call**

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

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

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

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

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

The next regular meeting will be held on January 14, 2015 at 7:00 p.m.

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

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

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

**MERRY CHRISTMAS AND HAPPY NEW YEAR!**