

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **March 20, 2019** at 7:30 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act. Everyone remained standing for a moment of silence for the passing of Mr. Buscher's brother.

Roll Call:

Present: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mr. Shultz, Mrs. Burke, Mr. Hassett

Absent: None

Also in attendance Mrs. Corson, Executive Director, Mr. Toal, Operations Manager, Mr. John Moustakas, Solicitor, and Mr. Hugh Dougherty, Engineer.

Mr. Shultz made a motion to open the floor to the public, seconded by Mr. Knott. On voice vote, motion carried. There was no one in the audience to address the Board.

Mr. Shultz made a motion to close the floor to the public, seconded by Mr. Knott. On voice vote, motion carried.

Minutes:

Mr. Knott made a motion to approve the minutes of the February 26, 2019 meeting, seconded by Mr. Buscher. There were no questions regarding the meeting minutes. All were in favor of approving the minutes.

Correspondence:

1. From Winslow Twp re: Notice of Public Hearing – Water/Sewer Connection Rates
2. From MEL JIF Safety Institute re: 2019 Elected Officials Online Employment Practices Seminar
3. From NJ DEP re: NJ Water Bank Project No.0428002-005, Level 1 Environmental Review
4. From Pennoni re: New Generators- Certificate for Payment No. 2
5. From Winslow Twp re: Ordinances Revising Water/Sewer Connections Fees

The Board reviewed the Correspondence. Regarding #2, Mr. Hassett stated that the MUA receives a \$250 credit off the assessment for everyone who takes the class. He encouraged all our Board Members to participate.

Mr. Knott made a motion to approve the correspondence, seconded by Mr. Buscher. All were in favor.

Engineer's Report:

I. Active Projects

1. Generator at Turnerville Road Plant (PHMUX 18002)
  - a. Base Bid- Well and Chemical Feed/Garage (Diesel).
  - b. Add Alternate Admin Building (Natural Gas).
  - c. Awarded Base Bid Only to G&G Electrical Contractors, Inc., \$144,600.00.
  - d. Notice to Proceed issued November 29, 2018; Contract end date March 29, 2019.
  - e. Construction underway; Awaiting Generator Delivery.
2. Various Water Projects for NJIB Loan
  - a. Asset Management Plan (PHMUX 18007)
    - 1) Required under NJ Water Quality Accountability Act.
    - 2) Implementation date April, 2019.
    - 3) Draft plan provided to PHBMUA for review.
    - 4) Identify long term capital projects.
  - b. Erial Road Waterman Rehab
    - 1) Echologics Report: no leaks.
    - 2) 2018/2019 County project: remainder of Erial Road.
    - 3) Approximately sixty (60) water service replacements.
    - 4) 4,400 LF of ACP water main suspected to be in "poor" condition.
    - 5) 2,800 LF of CIP water main suspected to be in need of rehabilitation.
    - 6) NJIB Application (03) Parts 1-4 Submitted; Plans submitted to DEP for review.
  - c. Branch Avenue Fire Flow and 3rd Ave Loop
    - 1)MUA to install watermain at 3rd Avenue.
    - 2)ROW Vacated; Need Easement.
    - 3)PRV design by Pennoni.
    - 4)NJIB Application (03) Parts 1-4 Submitted; Plans submitted to DEP for review.
  - d. New Well and Well 6 & 7 Decommissioning
    - 1) NJDEP inspection.
    - 2) Abandon Wells.
    - 3) Must construct new well to maintain Firm Capacity.
    - 4) NJIB Application (05) Parts 1-3 Submitted; Part 4 Underway.
  - e. Loan Application

- 1) 2 Separate Applications; Erial and Branch Application, Well Application
- 2) Possible temporary NJIB funding shortage.
3. Water Allocation Permit
  - a. Permit Renewal issued February 22, 2018.
  - b. DRBC Water Audit Due March 31st.
4. Map Updates
  - a. 2018 updates Pennoni proceeding.
  - b. Awaiting MUA markups.

## II. Other Projects

### Pine Valley Developers Use Variance

- a. Submitted use variance application for 91 units to Planning Board.
- b. Revised plans submitted to Planning Board for 85 units.
2. Branch Avenue Self Store (Former Callahan Nursery)
  - a. Need easement for 3<sup>rd</sup> Avenue watermain.
  - b. Approved by Planning Board.
3. Investigating sharing cost of 3<sup>rd</sup> Avenue improvements.
4. Carl Pursell- 121 Berlin-Cross Keys Road
  - a. Connection for office/warehouse buildings.
  - b. Recapture Agreement for Amboy Bank.
5. Gary Shuhart- 129 Berlin-Cross Keys Road
  - a. Connection for office/warehouse.
  - b. Recapture Agreement for Amboy Bank.
5. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
  - a. Amboy Bank looking to construct 90 Townhomes.
6. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612)
  - a. Pennoni issued bond release recommendation (release not recommended).
7. Annual Water Bond Trustee Report
  - a. 2018 report issued January 31, 2019.
8. Tank Antenna
  - a. ATT: Mt Clement.
  - b. ATT: Turnerville.
  - c. Cellco/Verizon: Mt. Clement.
  - d. Cellco/Verizon: Turnerville.
  - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement.
  - f. T-Mobile/MetroPCS: Turnerville.
  - g. Sprint: Mt. Clement.
  - h. Ham Radio Operator Antenna: Turnerville.
9. Maintenance Bonds
  - a. Greenwood Avenue expired January 17, 2019 (Claim against bond).  
- Generator/transfer switch maintenance required.
  - b. Madison Avenue expires October 31, 2019.
  - c. Cloverdale-Erial Road Watermain Rehab expires October 17, 2019.
10. Third Fairway (Trump Philadelphia)
  - a. One-year TWA permit extension request.

Mr. Dougherty reviewed the Engineer's report with the Board. After attending the ibank loan process workshop on March 11th, we learned the Erial Rd project is ranked 270 so it is unlikely to be funded in 2019 or 2020 but possibly 2021. Our rank for decommissioning the wells is 530 since it is a low priority project. Mrs. Corson will arrange a meeting with the Water Subcommittee to discuss alternate sources of funding. Mr. Dougherty also gave updates on Turnerville Rd Generator, 3<sup>rd</sup> Ave improvements, and revised plans submitted by Pine Valley Developers. Mr. Toal stated the 3<sup>rd</sup> Ave main extension can be done by him and our maintenance men.

Mr. Odenath made a motion to accept the Engineer's Report, seconded by Mr. Knott.  
On voice vote, motion carried.

### Solicitor's Report:

Mr. Moustakas had no report this evening.

### Operations Manager's Report:

Mr. Toal commented on the water leak in Mason Run last month. He showed the Board one of the three tapping saddles that were found totally deteriorated. Mr. Toal said they were replaced with rubber coated stainless steel bands. He said the water main looks good but he is concerned there may be many more tapping saddles in this condition and wants to take a proactive approach in replacing them. There was Board discussion and Mr. Dougherty confirmed that Mr. Toal used the right replacement material for the saddles.

Mr. Toal spoke about the Pine Valley sewer line leak that is also included in his written report. He feels the repair made is good and should hold. Mr. Toal said the pump is pumping at maximum capacity and possibly should be replaced with a different type of pump.

Mr. Knott made a motion to accept the Operation Manager’s Report, seconded by Mr. Odenath.  
On voice vote, motion carried.

Executive Director’s Report:

Mrs. Corson said she will set up a water subcommittee meeting in the next week or two once she verifies with the professionals. Also, the Hydrant/GPS will start the end of this month.

Mr. Green made a motion to accept the Operation Manager’s Report, seconded by Mr. Shultz.  
On voice vote, motion carried.

Board Members:

Mr. Hassett thanked John Toal and the maintenance crew for their help with the valves during the Mansions fire.  
Mr. Toal said that all the guys have been schooled in working with the valves.

New Business:

None

Old Business:

None

**Resolutions:**

**PINE HILL BOROUGH  
MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION #19-39**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority (“PHMUA”) participates in the Camden County Cooperative Program for the purchase of various office supplies; and

WHEREAS, Camden County Board of Chosen Freeholders adopted a Resolution on August 16, 2018 authorizing a six month contract extension commencing September 1, 2018 through February 28, 2019 and provided for an additional six month option commencing March 1, 2019 through August 31, 2019 with various vendors for Copy, Computer Paper and Envelopes, said Resolution attached hereto and incorporated by reference herein; and

WHEREAS, the Commissioners for the Pine Hill Borough Municipal Utilities Authority desire to take advantage of these contracts; and

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby authorizes and approves a contract extension with the various vendors for Copy, Computer Paper and Envelopes for a six month period commencing March 1, 2019 through August 31, 2019.

Mr. Green made a motion to approve the resolution to participate in Camden County Coop for office supplies, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mr. Shultz

Nays: None

Abstain: None

**Water Operating  
Revenue Resolution #19-40**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

8133	7,109.56	Atlantic City Electric	Utilities - Operating
8133	198.37	Atlantic City Electric	Utilities - Office
8134	84.20	Acme Uniforms	Supplies - Operating
8134	27.75	Acme Uniforms	Supplies - Office
8135	11,951.89	Amerihealth NJ	Health Insurance
8137	20.00	Authenticom Services	Supplies - Office
8138	121.14	Casa Payroll Service	Supplies - Office
8142	41.96	Debra Corson	T/E - Admin.
8142	7.25	Debra Corson	Supplies - Operating
8143	20.28	Courier Post	Supplies - Office
8145	55.62	Central Security Services	R/M - Office
8145	61.80	Central Security Services	R/M - Building
8146	1,450.00	Eurofins Eaton Analytical	Laboratory Testing
8147	890.00	Eurofins QC	Laboratory Testing
8148	25.00	FlexFacts	Supplies - Office
8150	257.15	Township of Gloucester	Automotive Expense
8152	24.50	Michael Grogan	Health Insurance
8153	76.43	Harbor Freight Tools	Supplies - Operating

8154	24.00	Thomas Hassett	Health Insurance
8157	337.31	Horizon BC/BS	Health Insurance
8158	23.83	Intercounty Newspaper Grp	Supplies - Office
8159	35.87	John Toal (Petty Cash)	Supplies- Operating
8160	718.49	Kennedy Marketing	Supplies - Operating
8162	54.06	Live Message America Acqu	R/M - Office
8163	401.75	Wade, Long, Wood & Long	Legal Fees
8165	677.40	Miracle Chemical	Chemicals
8166	78.53	Nextel/Sprint	Telephone - Operating
8166	34.17	Nextel/Sprint	Supplies - Operating
8167	19,492.16	NJ American Water	Water Agreement
8168	148.75	NJ MVC	Automotive Expense
8169	117.53	Norris Sale Company	Supplies - Operating
8170	274.30	Office Basics	Supplies - Office
8171	150.30	One Call Concepts	R/M -System
8172	1,957.50	Pennoni Associates	Engineer Fees
8173	262.24	Pine Hill MUA	Supplies - Office
8174	211.24	Pine Hill Hardware	Supplies - Operating
8175	27.00	ProGas	Chemicals
8176	33.98	Sams Club	Supplies - Operating
8176	6.99	Sams Club	Supplies - Office
8178	40.00	SJ Chapter NIGP	T/E - Admin.
8179	820.00	State Treasurer New Jersey	Supplies - Operating
8180	8.13	United Parcel Service	Supplies - Operating
8181	139.48	Verizon	R/M -System
8182	32.81	Deborah Warrington	Health Insurance
8183	56.84	Xerox	Supplies - Operating
8184	397.21	Xtel Communications	Telephone - Office
8184	198.42	Xtel Communications	Telephone - Operating

Water Renewal & Replacement

**Revenue Resolution #19-41**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

8149	37,869.43	G & G Electrical Contractor	Generator Installation
8172	1,650.60	Pennoni Associates	Generator - Engineering
8172	3,043.75	Pennoni Associates	Water Asset Mgmt Pl - Engineer
8172	1,911.00	Pennoni Associates	PRM Backup/Capping-Engineer
8172	897.00	Pennoni Associates	Branch Ave PRV - Engineering
8172	4,756.50	Pennoni Associates	Erial Rd Water Main Rehab-Eng

Mr. Knott made a motion to approve payment of the Water bills, seconded by Mr. Green.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mr. Shultz

Nays: None

Abstain: None

Sewer Operating

**Revenue Resolution #19-42**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC 8132	50.00	State Treasurer, New Jersey	T/E - Operating
8133	2,708.62	Atlantic City Electric	Utilities - Operating
8134	84.20	Acme Uniforms	Supplies - Operating
8134	27.75	Acme Uniforms	Supplies - Office
8135	7,967.93	Amerihealth NJ	Health Insurance
8136	263.17	Asco Power Services	R/M -System
8137	20.00	Authenticom	Supplies - Office
8138	121.14	Casa Payroll Services	Supplies - Office

8139	2,365.00	Clementon Sewerage Utility	Transmittal Agreements
8140	147.97	Comcast	Supplies - Office
8141	525.00	Cooper Power Systems	R/M -System
8142	100.00	Debra Corson	Miscellaneous - Office
8142	41.95	Debra Corson	Training/Educ - Admin
8142	7.25	Debra Corson	Supplies - Operating
8143	20.28	Courier Post	Supplies - Office
8144	120.00	Coverall of Philadelphia	Supplies - Office
8145	55.62	Central Security Services	R/M - Office
8145	61.80	Central Security Services	R/M - Building
8148	25.00	FlexFacts	Supplies - Office
8150	257.14	Twp of Gloucester	Automotive Expense
8151	554.00	WW Grainger	Supplies - Operating
8152	16.33	Michael Grogan	Health Insurance
8153	76.43	Harbor Freight Tools	Supplies - Operating
8154	16.00	Thomas Hassett	Health Insurance
8155	30.00	Heritage Business Systems	Supplies - Office
8156	18.10	Home Depot	Supplies - Operating
8157	224.88	Horizon BC/BS	Health Insurance
8158	23.82	Intercounty Newspaper Grp	Supplies - Office
8159	35.86	John Toal (Petty Cash)	Supplies - Operating
8161	11,386.50	Lindenwold Sewer Utility	Transmittal Agreements
8162	54.06	Live Message America Acqua	R/M - Office
8163	401.75	Wade, Long, Wood & Long	Legal Fees
8164	31.00	Lethal Pest Solutions	R/M - Office
8166	78.52	Nextel/Sprint	Telephone - Operating
8168	148.75	NJ MVC	Automotive Expense
8169	117.53	Norris Sales Company	Supplies - Operating
8170	274.29	Office Basics	Supplies- Office
8171	150.30	One Call Concepts	R/M -System
8172	275.00	Pennoni Associates	Engineer Fees
8173	262.24	Pine Hill MUA	Supplies - Office
8174	211.23	Pine Hill Hardware	Supplies - Operating
8176	33.98	Sams Club	Supplies - Operating
8176	6.99	Sams Club	Supplies - Office
8177	143.26	South Jersey Gas	Utilities - Office
8178	40.00	SJ Chapter NIGP	T/E - Admin
8181	201.40	Verizon	R/M -System
8182	21.87	Deborah Warrington	Health Insurance

Sewer General

**Revenue Resolution #19-43**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

8149	4,207.71	G & G Electrical Contractors	Generator Installation
8172	183.40	Pennoni Associations	Generator Engineering

Mr. Green made a motion to approve payment of the Sewer bills, seconded by Mr. Shultz.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mr. Shultz

Nays: None

Abstain: None

Mr. Knott made a motion to adjourn the meeting, seconded by Mr. Buscher.

All were in favor. Meeting adjourned 8:28 pm.

Respectfully submitted,

Patricia Garvey  
Recording Secretary