

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **August 18, 2021** at 7:30 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey. A mask is still required due to Covid-19. Board Members have the option to attend via tele-conference call.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act.

Roll Call:

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

Absent: None

Also in attendance was Mrs. Corson, Executive Director, Mr. Hugh Dougherty, Engineer, Mr. Chris Long, Solicitor. Mrs. Corson stated Mr. Toal was unable to attend meeting tonight.

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

No one from the public was present who wanted to speak.

Mr. Odenath made a motion to close the floor to the public, seconded by Mrs. Burke. On voice vote, motion carried.

Minutes:

Mrs. Burke made a motion to approve the minutes of the July 21, 2021 meeting and closed session, seconded by Mr. Buscher. There were no questions regarding the meeting minutes.

All others were in favor of approving the minutes.

Correspondence:

1. From NJ News re: Gov Murphy signs bill requiring inventory/replacement of lead pipes
2. To: Mr. Hubbard @ 1414 Pine St re: Illegal use of Fire Hydrant
3. From MEL Safety Institute re: Tornado Preparation and Safety
4. From Pennoni re: Erial Rd Watermain Rehab- Concrete Roadway Restoration
5. From Hassett Family re: Thank You
6. From J.Fletcher Creamer re: Response Concrete Roadway Restore – Erial Rd Watermain Rehab
7. From J.Fletcher Creamer re: Completion of Work Confirmation – Erial Rd Watermain Rehab

The Board reviewed the Correspondence.

Mr. Buscher asked for clarification on #6 & #7 regarding the Erial Rd Concrete Restoration- Mr. Dougherty explained: Either the contractor takes the concrete out or there is a degree of acceptance so contractor is asking for us to monitor it and he would monitor it through the maintenance bond period; Mr. Dougherty isn't sure at this time if he will accept this; If defective work shows up within the first 2 years the maintenance bond will cover the necessary repairs; Hugh will be sending a certification saying we have completed our line in order for the County to move forward with their work.

Discussion on Lead Pipes: Governor signed bill; We do markouts and test holes to move forward; lead goosenecks are considered lead and part of Murphy mandate. Guys looking for iron water mains concentrating on old water system/ 6<sup>th</sup> Ave both sides of Erial Rd toward Clementon, most east side. Old mains will be assess and color coded then replaced with plastic pipes. Mark up on map the old water system to identify will be very helpful.

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

Engineers Report:

**Active Projects**

1. Various Water Projects
  - a. Erial Road Waterman Rehab
    - 1) County project: remainder of Erial Road.
    - 2) Approximately sixty (60) water service replacements; 528 homes affected.
    - 3) 4,400 LF of ACP water main suspected to be in "poor" condition.
    - 4) 2,800 LF of CIP water main suspected to be in need of rehabilitation.
    - 5) Awarded to J. Fletcher Creamer & Son, Inc. Base Bid \$2,915,694.00.
    - 6) Lining complete, water service complete, Bypass piping removed, restoration complete, additional police required beyond \$80,000 allowance.
    - 7) Substantial completion 7/2/2021, concrete pad replacement.
  - b. Branch Avenue Fire Flow and 3rd Ave Loop
    - 1) PRV design (Fairway Pines).
  - c. New Well and Well 6 & 7 Decommissioning
    - 1) NJDEP inspection.
    - 2) Abandon Wells; Spring 2022.
    - 3) Must construct new well to maintain Firm Capacity.

- 4) Preliminary Design for MUA review August, Advertise October, Construction November 2021- Spring 2022.
- 5) Aquifer test plan review completed by DEP; DEP requested “temporary observation well” be installed to monitor aquifer during construction.
- 6) Use of existing Well #4 for observation.
- d. Asset Management Plan (PHMUX 18007)
  - 1) Plan provided to MUA (available to view on I-Pad); Implemented April, 2019.
  - 2) Update/Develop a 5-year capital plan for all assets. Review all assets including buildings.
2. Federal Law America’s Water Infrastructure Act of 2018
  - a. Risk and Resilience Study
    - 1) Risk and Resilience Study certification submitted.
    - 2) Update EAP within 6 months (December 2021).
3. Water Allocation Permit
  - a. Permit Renewal issued February 22, 2018. Permit expires February 29, 2028.
  - b. Pennoni prepared Well Status Update. Well status update to be submitted annually by January 31<sup>st</sup> through E2 electronic filing.
  - c. Pennoni submitted 2020 DRBC Audit.
4. Map and Regulation Updates
  - a. Awaiting MUA markups.
  - b. Incorporate MUA GIS Data (Future).
  - c. Solicitor to draft rule change for “Change in Use” connection fees.
  - d. Update Rules, Regulations and Technical Specifications.
5. Plant Roof
  - a. Pennoni conducted site inspection; roof cores completed; Found shingles on plywood.
  - b. Design complete; August 2021 Advertisement.
  - c. Plywood to be replaced as needed.
  - d. Construction Fall 2021; No conflict with school projects.
6. Bromley Estates Pump Station Generator
  - a. Pennoni conducted site survey.
  - b. Design complete; August 2021 Advertisement.
  - c. Construction Fall 2021.
7. Annual Water Bond Trustee Report
  - a. Pennoni submitted 2020 report.

#### **Other Projects**

1. Pine Valley Developers (Fairway Pines) Use Variance
  - a. Use variance approval for 85 units.
  - b. PHBMUA to sign NJDEP permits.
  - c. Branch Avenue/3<sup>rd</sup> Avenue PRV design and installation to provide redundancy.
2. Branch Avenue Self Store (Former Callahan Nursery)
  - a. Connection for storage facility; Site work underway; phased construction.
3. Carl Pursell- 121 Berlin-Cross Keys Road
  - a. 20-year Recapture Agreement for Amboy Bank.
4. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
  - a. Amboy Bank approved to construct 85 Townhomes.
  - b. TWA Application revisions required.
5. “Pine Hill Partners” (Lakes at Pine Hill) (PHMU 0612) (Property purchased by Carl Pursell)
  - a. Pennoni issued bond release recommendation (release not recommended).
6. 113 Berlin-Cross Keys Road
  - a. Connection waiver.
7. 1734 Erial Road, Gloucester Township
  - a. Sewer and water connection denied.
8. Tank Antenna
  - a. ATT: Turnerville.
  - b. Cellco/Verizon: Mt. Clement; cable tray cover to be removed and cables painted.
  - c. Cellco/Verizon: Turnerville.
  - d. T-Mobile/MetroPCS: T-Mobile on Mt Clement 2<sup>nd</sup> request for antenna (New request).
  - e. T-Mobile/MetroPCS: Turnerville (New request).
  - f. Sprint: Mt. Clement.
  - g. Ham Radio Operator Antenna: Turnerville.

Mr. Dougherty highlighted certain projects on his report.  
On various water projects:

Erial Rd substantially complete; County project has not moved past initial design. Designer has to verify old survey to move forward. Mrs. Corson will send email to Mayor Green who will contact County.  
Fairway Pines project: Resolution needed to authorize Mrs. Corson to sign documents and send to state; Fairway still need to obtain compliance and DEP permits.  
New Well: Advertising October with construction from Nov'21-Spring'22.  
Risk & Resilience study: will coordinate with Mrs. Corson, John Greer & DEP.  
Plant Roof: meetings scheduled and advertising for fall construction; with additional lead time it may be Spring'22; There should be no conflict with school projects  
Branch Ave Self Store: Site work underway with phased construction.  
One Stop Shop: Cost estimate below threshold so we will excavate, backfill and patch.

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

Solicitor's Report:

Mr. Long had no report, only there will be one item to be discussed in Executive Session.

Mrs. Burke made a motion to accept Solicitor's Report, seconded by Mr. Knott.  
On voice vote, motion carried.

Operation Manager's Report:

Board reviewed Mr. Toal's report.

Madison Ave wet well grease: Ongoing problem; we pumped down.

Mr. Dougherty said there needs to be a Public Education campaign for No Grease Down Drains.

Mr. Green to include no grease information in Boro newsletter: No grease, No wipes.

Mr. Odenath made a motion to approve the Operation Manager's Report, seconded by Mrs. Burke.  
On voice vote, motion carried.

Executive Director's Report:

Mrs. Corson informed the Board of the vehicle accident involving Mr. Toal's truck:

Cost to repair less than deductible. Paperwork submitted to Insurance Company.

League of Municipalities: November 16, 17, 18. Early registration by 10/1 cost less.

Mr. Knott made a motion to accept the Executive Director's report, seconded by Mr. Odenath.  
On voice vote, motion carried.

Board Members:

No comments or questions from the Board.

New Business:

None

Old Business:

None

## **RESOLUTIONS:**

### **PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ANY AND ALL DOCUMENTS REQUIRED FOR ANY APPLICATIONS REQUIRED BY THE NJDEP IN CONNECTION WITH THE FAIRWAY PINES PROJECT ON BEHALF OF THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY**

#### **RESOLUTION # 21-071**

**WHEREAS**, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") is required by the New Jersey Department of Environmental Protection ("NJDEP") to submit certain applications for the Authority's Fairway Pines project, located at Block 15.03, Lot 1, in the Borough of Pine Hill; and

**WHEREAS**, the Authority desires that the Executive Director of the Authority be the designee on behalf of the Authority to execute any and all documents required for the submission of any applications to the NJDEP in connection with the Fairway Pines project.; and

**NOW, THEREFORE BE IT RESOLVED** by the Pine Hill Borough Municipal Utilities Authority, a body corporate and politic as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Authority's Executive Director is hereby authorized and directed to take any and all steps necessary and to execute any and all documents necessary to effectuate the submission of any applications required by the NJDEP in connection with the Authority's Fairway Pines project.

Mr. Knott made a motion to authorize Executive Director to sign documents for Fairway Pines Project, seconded by Mr. Odenath.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nays: None

**WATER  
RESOLUTION  
#21-072**

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

241000-0	3302 Tall Pines	Billing Error	\$25.00
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Mr. Green made a motion to approve the water billing adjustments, seconded by Mr. Buscher.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke

Nays: None

**Water Operating  
Revenue Resolution #21-073**

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.

MC9546	15,336.58	Amerihealth Ins Co of NJ	Health Insurance
MC9547	293.41	Met Life Small Business Ctr	Health Insurance
9548	9,486.83	Atlantic City Electric	Utilities - Operating
9548	335.46	Atlantic City Electric	Utilities - Office
9549	58.72	Acme Uniforms	Supplies - Operating
9549	11.00	Acme Uniforms	Supplies - Office
9550	15,336.58	Amerihealth Ins Co of NJ	Health Insurance
9551	126.00	American Water Works Assoc	T/E - Operating
9552	3,000.00	The Bank of NY - Mellon	Trustee
9553	32.62	Billows Electric Supply	Supplies - Operating
9554	151.80	Casa Payroll Service	Supplies - Office
9555	149.57	Comcast	Supplies - Office
9556	100.00	Debra Corson	Miscellaneous - Office
9557	225.00	Coverall of Philadelphia	Supplies - Office
9558	82.50	Joseph Donohue	Supplies - Operating
9558	82.57	Joseph Donohue	Health Insurance
9559	820.00	Eurofins QC	Laboratory Testing
9560	190.00	General Chemical & Supply	Supplies - Operating
9561	740.41	Township of Gloucester	Automotive Expense
9562	6.72	WW Grainger	Supplies - Operating
9563	36.61	Thomas Hassett	Health Insurance
9564	9.00	Matthew Hufner	Health Insurance
9564	44.98	Matthew Hufner	Supplies - Operating
9565	120.00	Independent Alarm	R/M - Building
9565	90.00	Independent Alarm	R/M - Office
9566	15.00	NJ League of Municipalities	Supplies - Office
9567	62.86	Live Message America	R/M - Office
9568	644.75	Wade, Long, Wood & Long	Legal Fees
9569	415.00	Lou & Son Used Car Sales	Automotive Expense
9570	36.00	Lethal Pest Solutions	R/M - Office
9571	318.89	Met Life Small Business	Health Insurance
9572	143.00	Mid Atlantic Fire & Safety	Supplies - Operating
9573	1,303.35	Miracle Chemical	Chemicals
9574	99.47	Nextel/Sprint	Telephone - Operating

9575	19,142.80	NJ American Water	Water Agreements
9576	53.08	One Call Concepts	R/M - System
9578	130.97	Pine Hill Hardware	Supplies - Operating
9580	2,190.00	Rio Supply	Supplies - Operating
9581	38.29	South Jersey Gas	Utilities - Operating
9581	38.29	South Jersey Gas	Utilities - Office
9582	1,580.00	Treasurer, New Jersey State	State Water Tax
9583	30.00	Stewart Business Systems	Supplies - Office
9584	112.55	Verizon	R/M - System
9585	56.11	Deborah Warrington	Health Insurance

### **Water Renewal & Replacement**

#### **Revenue Resolution #21-074**

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.

9577	1,383.75	Pennoni Associates	Maint Garage Roof - Eng
9577	5,038.18	Pennoni Associates	Erial Rd Wtrmain Rehab - Eng

Mrs. Burke made a motion to accept the Payment of the Water Bills, seconded by Mr. Knott.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke.

Nayes: None

### **Sewer Operating**

#### **Revenue Resolution #21-075**

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.

MC9546	10,224.38	Amerihealth Ins Co of NJ	Health Insurance
MC9547	195.61	Met Life Small Business Ctr	Health Insurance
9548	3,312.04	Atlantic City Electric	Utilities - Operating
9549	58.71	Acme Uniforms	Supplies - Operating
9549	11.00	Acme Uniforms	Supplies - Office
9550	10,224.38	Amerihealth Ins Co of NJ	Health Insurance
9551	126.00	American Water Works Assoc	T/E - Operating
9553	32.62	Billows Electric Supply	Supplies - Operating
9554	151.79	Casa Payroll Service	Supplies - Office
9558	82.49	Joseph Donohue	Supplies - Operating
9558	55.04	Joseph Donohue	Health Insurance
9560	190.00	General Chemical & Supply	Supplies - Operating
9561	740.40	Township of Gloucester	Automotive Expense
9562	6.72	WW Grainger	Supplies - Operating
9563	24.40	Thomas Hassett	Health Insurance
9564	6.00	Matthew Hufner	Health Insurance
9564	44.97	Matthew Hufner	Supplies - Operating
9565	120.00	Independent Alarm	R/M - Building
9565	90.00	Independent Alarm	R/M - Office
9566	15.00	NJ League of Municipalities	Supplies - Office
9567	62.86	Live Message America Acqu Co	R/M - Office
9568	644.75	Wade, Long, Wood & Long	Legal Fees
9569	415.00	Lou & Son Used Car Sale	Automotive Expense
9571	194.59	Met Life Small Business Ctr	Health Insurance
9572	143.00	Mid Atlantic Fire & Safety	Supplies - Operating
9574	99.46	Nextel/Sprint	Telephone - Operating
9576	\$53.08	One Call Concepts	R/M - System
9578	130.96	Pine Hill Hardware	Supplies - Operating
9579	27.00	ProGas	Chemicals
9581	41.99	South Jersey Gas	Utilities - Operating
9584	203.22	Verizon	R/M - System
9585	37.40	Deborah Warrington	Health Insurance
9586	303.72	Xtel Communications	Telephone - Office
9586	295.51	Xtel Communications	Telephone - Operating

**Sewer General  
Revenue Resolution #21-076**

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.

9577	2,818.00	Pennoni Associates	Bromley Est Emer Gen - Eng
9577	1,383.75	Pennoni Associates	Maint Garage Roof Rep - Eng

Mr. Green made a motion to accept the Payment of the Sewer Bills, seconded by Mrs. Burke.

Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke.

Nays: None

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY  
COUNTY OF CAMDEN  
STATE OF NEW JERSEY

**RESOLUTION #21-077**

AUTHORIZING THE PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY TO GO INTO  
**CLOSED SESSION**

**WHEREAS**, the Pine Hill Borough Municipal Utilities Authority (“PHBMUA”) is subject to the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq. (“Act”) which requires that its meetings be open to the general public; and

**WHEREAS**, Section 10:4-12 of the Act permits the Authority to go into closed session, which is not open to the general public, for certain limited purposes enumerated in that Section; and

**WHEREAS**, the Authority hereby desires to adopt this Resolution to go into closed session at this time in order to: [*Check all that apply*]

\_\_\_\_\_ Discuss matters deemed confidential by express provision of Federal or State Law or Rule of Court;

\_\_\_\_\_ Discuss matters in which release of the information would impair a right to receive funds from the United States Government;

\_\_\_\_\_ Discuss matters the disclosure of which constitutes an unwarranted invasion of individual privacy, including but not limited to, information relative to an individual’s personal or family circumstances and any material relating to medical, rehabilitation, custodial, or child protection issues;

Discuss Collective Bargaining Agreements;

\_\_\_\_\_ Discuss any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if disclosed;

\_\_\_\_\_ Discuss any tactics and techniques utilized in protecting the safety and property of the public if disclosure would impair such protection and/or any investigations or violations or possible violations of the law;

Discuss any pending or anticipated litigation or contract negotiation (other than collective bargaining) in which the Authority is or may become a party and/or any matters falling within the attorney-client privilege; and/or

\_\_\_\_\_ Discuss any matter involving the appointment, termination, terms and conditions of employment, evaluation of performance of, any specific prospective or current public officer or employee of the Authority;

**Related to:** [*Must Fill in Specifics*] \_\_\_\_\_;

**WHEREAS**, the Authority believes that the matters discussed in closed session will be disclosed to the general public if and when the Board of Commissioners of the Authority will need to adopt a further resolution taking action on such matters as may be required under the County Improvement Authority Act, N.J.S.A. 40:37A-1 et seq.;

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby resolves to go into closed session for the reasons articulated above immediately after passage of this Resolution. This Resolution shall be kept on file for public inspection in accordance with statutory provisions.

Mr. Odenath made a motion to go into Closed Session, seconded by Mr. Buscher.

Closed Session began 8:18 pm.

Meeting adjourned 8:45 pm.

Respectfully submitted,

Patricia Garvey  
Recording Secretary