

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **June 15, 2022** 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.

Roll Call:

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

Absent: Mr. Hassett

Also in attendance was Mr. Buirch, Executive Director, Mr. Toal, Operations Manager, Mr. Raday, Engineer, Mr. Chris Long, Solicitor.

Mr. Odenath made a motion to open the floor to the public, seconded by Mr. Buscher. Motion carried. No one from the public was present.

Mr. Odenath made a motion to close the floor to the public, seconded by Mr. Green. Motion carried.

Minutes:

Mr. Green made a motion to approve the minutes of the May 18, 2022 meeting and closed session, seconded by Mrs. Burke.

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

Nays: None

Abstain: Mr. Knott

Correspondence:

1. From Maguire Electrical Construction re: Payment Application-Summary of Work
2. From Qual-Lynx re: Re: Correspondence to Summit Risk – Mims, 1604 Bromley Estates
3. From D.Warrington re: Quote Results/Award for Sodium Hypochlorite – Miracle Chemical
4. From Pennoni re: NorthEast Roof Maintenance – Change Order #4 Mansard Roof Removal
5. From Pennoni re: Extension of Bid Opening – Well #8

The Board reviewed the Correspondence.

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

Engineers Report:

I. Active Projects

1. Various Water Projects
 - a. New Well “Well 8” and Well 6 & 7 Decommissioning
 - 1) NJDEP inspection.
 - 2) Abandon Wells.
 - 3) Must construct new well to maintain Firm Capacity.
 - 4) Advertised 3/15, Addendum No. 2 issued 6/7 to extend bid opening, Open Bids 7/7.
 - b. 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.
 - c. Backflow Prevention Assembly at NJ American Water Interconnection
 - 1) NJ American confirmed that the backflow preventer at the interconnect is not PHBMUA’s responsibility. Pennoni sent letter to document.
 - 2) MUA inspection program.
 - d. Erial Road Waterman Rehab
 - 1) Maintenance Bond expires 7/2/2023.
2. Federal Law America’s Water Infrastructure Act of 2018
 - a. Compliant with Risk and Resilience provisions.
3. Water Allocation Permit
 - a. Permit Renewal issued February 22, 2018. Permit expires February 29, 2028.
 - b. Well status update submitted; John Toal submitted through E2 electronic filing. (Deadline Jan 31).
 - c. Pennoni submitted 2021 DRBC Audit (Deadline March 31st).
4. Map and Regulation Updates
 - a. Awaiting MUA markups.
 - b. Pennoni prepared Proposal to incorporate MUA CAD data in GIS Data (NJDEP requirement).
 - c. Solicitor to draft rule change for “Change in Use” connection fees.
 - d. Update Rules, Regulations and Technical Specifications. Revisions are being prepared for Board review.
5. Plant Roof

- a. Awarded to Northeast Roof Maintenance, Base Bid \$138,050.00.
- b. Preconstruction meeting held 11/1/2021; Submittals approved; Change Order request under review; Construction Summer 2022.
- 6. Bromley Estates Pump Station Generator
 - a. Advertised 11/17/21; Bids Opened 12/8/2021; Awarded to Maguire Electrical Construction, LLC; Submittals approved 2/9/22; 32-week generator lead time.
 - b. Construction Summer/Fall 2022.
- 7. Annual Water Bond Trustee Report
 - a. Pennoni submitted 2021 report.
- 8. Country Club Tank
 - a. Inspection completed.
 - b. Rehab tank interior and exterior within 2 years.
 - c. Estimated budget: \$782,000.
- 9. Country Club Roof
 - a. Site assessment complete.
 - b. Roof replacement required. Price quote provided by Plant Roof contractor under review. Additional quotes to be solicited for the work.

II. Other Projects

- 1. Pine Valley Developers (Fairway Pines) Use Variance
 - a. Use variance approval for 85 units.
 - b. NJDEP permits submitted.
 - c. Branch Avenue/3rd Avenue PRV design and installation to provide redundancy.
- 2. Carl Pursell- 121 Berlin-Cross Keys Road
 - a. 20-year Recapture Agreement for Amboy Bank.
- 3. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Amboy Bank approved to construct 85 Townhomes.
 - b. TWA Application revisions required.
- 4. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612) (Property purchased by Carl Pursell)
 - a. Pennoni issued bond release recommendation (release not recommended).
- 5. 1734 Erial Road, Gloucester Township
 - a. Sewer and water connection conditionally approved.
 - b. Revised plan submitted 3/9.
- 6. Tank Antenna
 - a. ATT: Turnerville.
 - b. Cellco/Verizon: Mt. Clement.
 - c. Cellco/Verizon: Turnerville.
 - d. T-Mobile/MetroPCS: T-Mobile request for generator installation.
 - e. T-Mobile/MetroPCS: Turnerville.
 - f. Sprint: Mt. Clement.
 - g. Ham Radio Operator Antenna: Turnerville.

Mr. Raday gave a brief summary of Engineer's Report confirming status of projects.

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 made the Board aware of a new law regarding regulations for Public Works projects and the use of prevailing wage. Should a contractor come in 10% lower than 2nd bidder they must sign proof of prevailing wage before awarding the bid.

Ms. Odenath made a motion to accept the Solicitor's Report, seconded by Mr. Green.
On voice vote, motion carried.

Operation Manager's Report:

Board reviewed Mr. Toal's report.

Mr. Green made a motion to accept the Operation Manager's Report, seconded by Mr. Knott.

Executive Director's Report:

Board reviewed Mr. Buirch's report.

Mr. Buirch said that despite his efforts to contact the state for information he has not received a response from the state regarding the list of residents who may have applied for assistance. Mr. Long requested he be copied in the next correspondence.

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

Board Members:

Mayor Green announced there will be fireworks at Overbrook HS at dusk on July 3rd. There will be music and food available.

New Business:

None

Old Business:

None

RESOLUTIONS:

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

Resolution #22-062

WHEREAS, Miracle Chemical Company has provided the lowest bid for Sodium Hypochlorite 15% for the Pine Hill Borough Municipal Utilities Authority (“PHBMUA”) ; and

WHEREAS, a one (1) year Contract , beginning July 1, 2022, has been provided to the Authority for Sodium Hypochlorite 15% at the cost of \$3.205 per gallon for approximately 5,000 gallons per year for an annual cost total of \$16,025.00; and

WHEREAS, funds are available in the Authority budget for the payment of this chemical as set forth on the Certification of Funds attached hereto and incorporated by reference herein;

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that it hereby agree to award the Contract for Sodium Hypochlorite 15% to Miracle Chemical Company in the annual amount of \$16,025.00.

BE IT FURTHER RESOLVED that the appropriate Authority Official is authorized to sign the Contract for the commencement of this service.

Mr. Knott made a motion to approve the contract award for Sodium Hypochlorite to Miracle Chemical, seconded by Mrs. Burke

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

Nays: None

**PINE HILL BOROUGH
MUNICIPAL UTILITIES AUTHORITY**

Sewer

RESOLUTION #22-063

WHEREAS, the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority have determined that certain budget appropriations, in the 2021/2022 Authority Sewer Budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted.

NOW THEREFORE BE IT RESOLVED, by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the following transfers be effected and that a certified copy of this resolution be forwarded to the Secretary/Treasurer and Financial Clerk.

APPROPRIATION TITLE	FROM	TO
Recording Secretary		200.00
Executive Director	200.00	
Total	\$200.00	\$200.00

AND, BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Mrs. Burke made a motion to approve sewer budget transfers, seconded by Mr. Odenath

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

Nays: None

Water Operating

Revenue Resolution #22-064

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.

MC10018	244.29	BMEU Clerk, Deptford USPS	Supplies - Office
10019	9,071.76	Atlantic City Electric	Utilities - Operating
10020	64.10	Acme Uniforms	Supplies - Operating
10020	18.50	Acme Uniforms	Supplies - Office
10021	17,955.74	Amerihealth Ins Co of NJ	Health Insurance
10022	3,000.00	The Bank of NY-Mellon	Trustee
10023	130.32	Casa Payroll Service LLC	Supplies - Office
10024	1,250.00	C & C Computer Design LLC	Supplies - Office
10026	153.17	Comcast Inc	Supplies - Office
10027	474.00	Core & Main LP	Supplies - Operating
10027	2,136.00	Core & Main LP	Meters/Connections
10028	229.00	Coverall of Philadelphia Inc	Supplies - Office
10029	107.61	Dominic Buirch	Miscellaneous - Office
10029	22.07	Dominic Buirch	Health Insurance
10030	885.00	Eurofins QC	Laboratory Testing
10031	591.33	Township of Gloucester	Automotive Expense
10032	25.85	Home Depot Inc	Supplies - Operating
10034	73.25	Live Message America Acqua	Repair/Maintenance - Office
10035	447.50	Wade, Long, Wood & Long	Legal Fees
10036	37.00	Lethal Pest Solutions Inc	Repair/Maintenance - Office
10038	308.09	Met Life Small Business Ctr	Health Insurance
10039	613.48	Miracle Chemicals Co Inc	Chemicals
10040	865.56	Mongans Inc	Repair/Maintenance - System
10041	98.33	Nextel/Sprint Inc	Telephone - Operating
10042	50.41	One Call Concepts Inc	Repair/Maintenance - System
10043	327.50	Pennoni Associates Inc	Engineer Fees
10044	0.58	Pat Garvey (Petty Cash)	Supplies - Operating
10044	41.20	Pat Garvey (Petty Cash)	Supplies - Office
10045	120.51	Pine Hill Hardware Inc	Supplies - Operating
10046	310.00	PICS	Supplies - Office
10046	558.00	PICS	Supplies - Office
10048	204.00	Rio Supply Inc	Supplies - Operating
10049	51.72	South Jersey Gas Co Inc	Utilities - Office
10049	35.82	South Jersey Gas Co Inc	Utilities - Operating
10050	25.26	George Smith	Health Insurance
10051	10.00	SNJ Chapter NIGP	Training/Educ - Admin.
10052	30.00	Stewart Business System	Supplies - Office
10054	108.46	Verizon Inc	Repair/Maintenance - System

Water Renewal & Replacement

Revenue Resolution #22-065

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.

10043	34.00	Pennoni Associates Inc	Erial Rd Wtr Rehab-Engineering
10043	297.50	Pennoni Associates Inc	Maint Garage Roof-Eng
10043	6,735.36	Pennoni Associates Inc	PRM Backup/Capping- Eng

Mr. Odenath made a motion to approve payment of the water bills, seconded by Mrs. Burke
 Ayes: Mr. Buscher, Mr. Knott, Mr. Green, Mr. Odenath, Mrs. Burke
 Nays: None

Sewer Operating

Revenue Resolution #22-066

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.

MC10018	244.28	BMEU Clerk, Deptford USPS	Supplies - Office
10019	2,995.30	Atlantic City Electric	Utilities - Operating
10019	211.20	Atlantic City Electric	Utilities - Office
10020	64.10	Acme Uniforms	Supplies - Operating
10020	18.50	Acme Uniforms	Supplies - Office
10021	11,970.49	Amerihealth Ins Co of NJ	Health Insurance
10022	3,000.00	The Bank of NY - Mellon	Trustee
10023	130.32	Casa Payroll Service LLC	Supplies- Office
10024	1,250.00	C & C Computer Design	Supplies - Office
10025	2,365.00	Clementon Sewerage Utilities	Transmittal Agreements
10029	7.61	Dominic Buirch	Miscellaneous - Office
10029	14.72	Dominic Buirch	Health Insurance
10031	591.32	Township of Gloucester	Automotive Expense
10033	13,851.00	Lindenwold Sewer Utility	Transmittal Agreements
10034	73.24	Live Message America Acqua	Repair/Maintenance - Office
10035	447.50	Wade, Long, Wood & Long	Legal Fees
10038	205.39	Met Life Small Business Ctr	Health Insurance
10040	865.56	Mongans Inc	Repair/Maintenance -System
10041	98.33	Nextel/Sprint Inc	Telephone - Operating
10042	50.40	One Call Concepts Inc	Repair/Maintenance - System
10043	275.00	Pennoni Associates Inc	Engineer Fees
10044	0.58	Pat Garvey (Petty Cash)	Supplies - Operating
10044	41.19	Pat Garvey (Petty Cash)	Supplies - Office
10045	120.50	Pine Hill Hardware Inc	Supplies - Operating
10046	310.00	PICS	Supplies - Office
10046	558.00	PICS	Supplies - Office
10047	31.00	Progas Inc	Chemicals
10049	37.05	South Jersey Gas Co Inc	Utilities - Operating
10050	16.84	George Smith	Health Insurance
10051	10.00	SNJ Chapter NIGP	Training/Education - Admin
10053	895.33	Vac Sales Inc	Automotive Expense
10054	196.93	Verizon Inc	Repair/Maintenance - System
10055	304.00	Xtel Communications Inc	Telephone - Office
10055	294.52	Xtel Communications Inc	Telephone - Operating

Sewer General

Revenue Resolution #22-067

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.

10037	3,060.00	Maguire Electrical Const LLC	Bromley Est P/S- Construction
10043	11,526.58	Pennoni Associates Inc	Bromley Est Emer Gen - Eng
10043	297.50	Pennoni Associates Inc	Maint Garage Roof Repl - Eng

Mrs. Burke made a motion to approve payment of the sewer bills, seconded by Mr. Odenath

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 #22-068

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

 X 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 an 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. Buscher made a motion to go into Closed Session, seconded by Mr. Green.
All were in favor. Closed Session began 7:53 pm.

Mrs. Burke made a motion to leave Closed Session, seconded by Mr. Odenath.
All were in favor. Closed Session ended 8:03 pm.

Mr. Green made a motion to adjourn the meeting, seconded by Mr. Odenath.
All were in favor.

Meeting adjourned 8:03 pm.

Respectfully submitted,

Patricia Garvey
Recording Secretary