

**Regular Meeting of the Mantua Township MUA
November 19, 2019**

In accordance with New Jersey law regarding “Open Public Meetings”, notice of public meetings for fiscal year 2019-2020 was published in the Courier Post and The South Jersey Times.

CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Chairman Tom Gregg in the meeting room of the Authority office located at 397 Main Street in Mantua, New Jersey.

PLEGE OF ALLEGIANCE

ROLL CALL:

Members Present: Tom Gregg, Charles Burkett,
Alternates Howard Bruner, John Parks
Also Present: John A. Alice, Solicitor
Dave Palgutta, Engineer
William Krebs, Executive Director
Susan Novick, Recording Secretary

The Chairman designated Mr. Bruner and Mr. Parks voting members of the Board, in the absence of Mr. Sheehan, Mr. Dilisciandro and Mr. Voltaggio.

PUBLIC PORTION

MOTION by Mr. Burkett, second by Mr. Bruner, to open the meeting to the public.
Motion carried.

Resident Deb Baldasarre asked for an update on the Barnsboro Sewer project, and in particular, whether the contract would be awarded at the meeting.

Mr. Alice and Mr. Palgutta indicated that the engineer would be addressing the Barnsboro project in a few minutes, but he could answer questions now if that would be more convenient.

Ms. Baldasarre stated she would stay to hear the engineer’s report.

MOTION by Mr. Bruner, second by Mr. Parks, to close the public portion of the meeting.

Motion carried.

APPROVAL OF MINUTES:

MOTION by Mr. Burkett, second by Mr. Bruner, to approve the minutes of the regular meeting held October 15, 2019.

Motion carried.

CORRESPONDENCE:

There was no discussion of the correspondence.

TREASURER'S REPORT - Charles Burkett:

Balances in each bank account were reported. Bills to be approved for payment from the operations account totaled \$320,523.18. Bills to be approved for payment from escrow accounts totaled \$2,143.50.

MOTION by Mr. Bruner, second by Mr. Parks, to accept the Treasurer's Report and approve the payment of bills from the Operations Account totaling \$320,523.18, and from the Escrow Accounts totaling \$2,143.50.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

LEGAL REPORT - John A. Alice, Esquire:

The Barnsboro sanitary sewer project was put out for bid. Seven or eight contractors picked up the bid package. Two or three other companies also took bid packages. But only one bid was submitted, and it was more than twice the amount expected. Mr. Alice prepare a resolution for the Board's consideration. He also prepared a resolution that would authorize the Executive Director and Engineer to complete the applications for Treatment Works Approval and GCUA approval for the Austin St. sewer station project, and also authorize payment of the corresponding application fees.

A shared service agreement for a maintenance mechanic to be shared between the Authority and the Fire District was drafted. Finally, Mr. Alice prepared a resolution that would essentially extinguish the developer's performance bond, in favor of maintenance bond, now that the development is essentially complete.

ENGINEER'S REPORT - David Palgutta:

The first four items on the agenda - Verizon Wireless, The Factory at TTE, Auto Zone, and Country Gardens - have not progressed since the last meeting.

The Mantua Car Wash can be removed from the agenda. The water service is complete; they are connecting to Pitman for sewer.

Legends at Mantua - the builder and engineers worked with the Authority's Superintendent to finalize all the punch-list items to everyone's satisfaction. The builder submitted the Form D application, which is how the Authority would take ownership of the water and sanitary sewer system. The application was submitted previously, but it could not be approved until the roads were dedicated to the Township, all outstanding bill were paid, and maintenance bonds were posted. Mr. Palgutta believes each of these items, which were itemized in his recent review letter, have been satisfied, although the Township's resolution regarding dedication of the roads is not yet available. As long as those are items are in fact satisfied, the Engineer recommends approval of the Form D application.

Mr. Alice noted that the proposed resolution for approval of Legends' Form D application reflects and incorporates the engineer's review letter, and makes approval contingent upon the developer's compliance with the items in the letter.

Austin St. Sewer Station – the engineers are finalizing plans for the sanitary sewer improvements for the pump station. The applications for GCUA and Treatment Works Approval are complete. Mr. Palgutta requested Board authorization to file the applications with GCUA and DEP.

Barnsboro Sewer Extension – one bid was received and it was more than twice the estimated cost of the project. Potential bidders were polled as to why they did not submit bids. Some contractors have a backlog of work that will last through March or April, and therefore could not meet the hard deadline specified in the bid package. A couple other contractors would prefer to have the project broken down into 2 or 3 smaller projects. Because they are busy now, the contractors want to stay within their own area of expertise. Splitting the project would be similar to the way the half-million gallon tank project was done, with the mechanical aspects separated from the painting of the tank. Another issue is the timeline. It's clear the Authority will pay a premium to have the project done at a certain time and on an accelerated timeline. The engineers recommended re-bidding the project. They will be re-evaluating and working with the Executive Director and Superintendent on ways to re-package the project and adjust the timeline for completion. Moving forward, that would require revising some plans, particularly if the project is split into two or more parts. The scope of work for each contract would have to be delineated, and the bid specs revised accordingly. Roadwork and restoration will have to be reconsidered. We may want to allow for open-cut drilling rather than specifying directional drilling, in order to open the field up to more potential contractors/bidders.

MOTION by Mr. Bruner, second by Mr. Parks, to open the meeting to public comment.

Motion carried.

Ms. Baldassarre remarked that it sounded as if there is quite a lot of work to be done before re-bidding. Mr. Palgutta agreed, that is correct. He added that the revised plans will have to go through the DEP approval process, which can be quite time consuming. Ms. Baldassarre wished everyone a good Thanksgiving.

MOTION by Mr. Bruner, second by Mr. Burkett, to close the meeting to public comment.

Motion carried.

SUPERINTENDENT'S REPORT – Jeff Baker:

Flushing went off without a hitch; there were no water main breaks. Well 7 is up and running again. The treatment plant is also back online. Well 6 will be put back together this week.

EXECUTIVE DIRECTOR'S REPORT – William Krebs:

The JIF refund this year is \$4,374 and, as usual, it will be applied as a credit against the next annual assessment for insurance for Authority. There's an old irrigation account on the books with an outstanding balance of \$71.78. This dates back to when Country Gardens was started. We'd like to wipe that out and close the account.

Mr. Alice advised that for an amount of this size a motion would be sufficient.

MOTION by Mr. Bruner, second by Mr. Burkett, to close account number 900003 and zero-out the current balance.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

Mr. Krebs continued. A resident sent a letter asking to have the \$2.06 penalty on her account waived, on the grounds she and several of her neighbors did not receive their regular bills in the mail. When we get this type of call in the office, we suggest that residents take advantage of our online services. They can sign up for email reminders and text reminders so they are not entirely dependent on the inconsistent mail service.

Mr. Alice commented that the Board’s position has been that the Authority cannot and does not guarantee the mail service. Mr. Gregg concurred. It is unfortunate when a bill is not delivered, but the U.S. Postal Service is beyond the control of the Authority. Mr. Krebs advised that the office is migrating to a new accounting system as of December 2. There have been some delays due to some cross-platform compatibility issues, but it looks as if those have been resolved. Finally, the Authority will be meeting with reps from the Fossil Park, the GCUA and some other stakeholders, regarding development of the Fossil Park, including a new road and new water infrastructure.

RESOLUTIONS:

MOTION by Mr. Bruner, second by Mr. Parks, to adopt **Resolution 2019-49**, authorizing the Authority’s engineers and the Executive Director to complete GCUA and TWA applications for the Austin St. sewer project, and authorizing payment of the application fees.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

Mr. Bruner noted that he will abstain from voting on the application at the GCUA.

MOTION by Mr. Burkett, second by Mr. Parks, to adopt **Resolution 2019-50**, authorizing the release of the Performance Bonds posted by HGS Builders, LLC and accepting the Maintenance Bonds in the amount of \$44,120.70 for sanitary sewer and \$39,710.70 for potable water in the Legends at Mantua development, contingent upon satisfying the requirements of the Sickels & Associates, Inc. letter dated November 12, 2019.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes

Gregg Yes

Motion carried.

MOTION by Mr. Parks, second by Mr. Burkett, to adopt **Resolution 2019-51**, rejecting the bid submitted October 24, 2019 by Mount Construction Company for construction of a gravity collection system, duplex pumping station and force main to serve portions of Barnsboro Rd. and Breakneck Rd., and authorizing re-advertising and re-bidding of the project.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

MOTION by Mr. Bruner, second by Mr. Parks, to adopt **Resolution 2019-52**, approving a shared services agreement for a maintenance mechanic with Mantua Township Fire District No. 1.

Roll Call Vote:	Parks	Yes
	Bruner	Yes
	Burkett	Yes
	Gregg	Yes

Motion carried.

NEW BUSINESS:

There was no discussion of new business.

OLD BUSINESS:

There was no discussion of old business.

ADJOURNMENT:

MOTION by Mr. Bruner, second by Mr. Parks, to adjourn the meeting at 5:37 p.m.

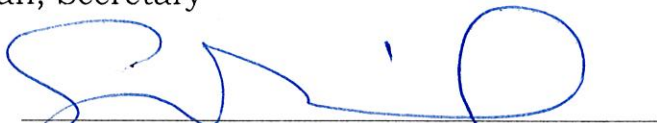
Motion carried unanimously.

Respectfully submitted:



Tim Sheehan, Secretary

ATTEST:



Susan Novick, Recording Secretary

Recorded and prepared by Susan Novick
Approved at the meeting held on December 17, 2019