

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, **May 21, 2025**, at 7:00 pm at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

PINE HILL MUNICIPAL UTILITIES AUTHORITY

AGENDA

Wednesday May 21, 2025
7:00 PM

PLEDGE OF ALLEGIANCE TO THE FLAG

OPEN PUBLIC MEETING ACT

ROLL CALL

ON THE AGENDA

OPEN THE FLOOR TO THE PUBLIC-

MINUTES OF THE FOLLOWING MEETING
April 16, 2025

CORRESPONDENCE: None

REPORTS

- 1. ENGINEER
- 2. SOLICITOR
- 3. LICENSED OPERATIONS MANAGER
- 4. EXECUTIVE DIRECTOR
- 5. BOARD MEMBERS

NEW BUSINESS

OLD BUSINESS

RESOLUTION:

- 1. Resolution Award Water Storage Tank Contract
- 2. Resolution Participation Cooperative Pricing System
- 3. 2026 Budget Resolution
- 4. Resolution Award Contract to Tortorice Contractors – Repairs
- 5. Water Resolution
- 6. Payment of Bills

ADJOURNMENT 7:25

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

Mr. Ford made a motion to seat Mr. Harris, second by Mr. Green, Motion carried.

Roll Call:

Present: Mr. Green, Mr. Hassett, Mr. Knott, Mr. Ford, Mr. Harris.

Absent: Mr. Odenath

Also, in attendance was. John Campanella, Executive Director, , Mr. Tom Leisse, Engineer,

Mr. Hassett made a motion to open the floor to the public, seconded by Mr. Ford. Motion carried.

No one was present from the public.

Mr. Hassett made a motion to close the floor to the public, seconded by Mr. Harris, Motion carried.

Minutes:

All in favor to approve the minutes for April 16, 2025, meeting,

Ayes: Mr. Green, Mr. Hassett, Mr. Ford, Mr. Knott, and Mr. Harris

Nayes: None

Correspondence: None

**ENGINEER'S REPORT
FOR**

PHMUX 25002

PINE HILL BOROUGH MUA
May 21, 2025 Meeting

I. Active Projects

1. Various Water Projects
 - a. New Well "Well 8" and Well 6 & 7 Decommissioning
 - 1) Opened Bids 7/7, Awarded to AC Schultes for \$1,554,150.00.
 - 2) Well pump installed. Awaiting ACE service. Sampling being scheduled with DEP.
 - b. Asset Management Plan (PHMUX 18007)
 - 1) Plan provided to MUA April 2019.
 - 2) Update/Develop a 5-year capital plan for assets. Review all assets/buildings.
 - 3) Plant is in the Floodplain.
 - c. Backflow Prevention Assembly at NJ American Water Interconnection
 - 1) MUA inspection program.
 - d. Investigate existing Branch Avenue PRV to increase flow capacity for fire safety.
 - 1) Pennoni submitted design details and cost estimate for MUA review.
 - 2) Meeting held with MUA, Mansion Apartments and Fire Department. Pennoni issued report on recommendation for hydrants.
 - e. Yearly Tank Inspections.
 - 1) Mt. Clement Avenue Tank Inspection provided.
 - f. Water Infrastructure Funding.
 - 1) Pennoni to meet with MUA to discuss USDA/NJ First Funding opportunities.
 - g. Country Club and Turnerville Tank
 - 1) Estimated budget: \$1.82 Million.
 - 2) DEP Approval for I-Bank Loan.
 - 3) Bid Opening held 3/27, Recommendation to award to Brave, DEP Authorization to Award received.
 - h. Water Meter Replacement
 - 1) DEP approved Specifications.
 - 2) Specifications include installation and procurement through public bidding.
 - 3) Specs require contractor notices and provisions for weekend appointments.
 - 4) Bid Opening held 4/3, Recommendation to reject all bids and rebid. Awaiting NJDEP Authorization to Rebid.
 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.
- Well status update; John Toal submitted report through E2 filing. (Deadline Jan 31
- b. Pennoni submitted 2024 DRBC Audit (Deadline March 31st).
 - c. Pennoni submitted Synthetic Organic Compound (SOC) testing waiver.
 - d. MUA submitted Storage Capacity form PA-11B. (Deadline June 18).
 - e. PHBMUA submitted water loss and interconnection testing info to NJDEP.
 - f. Pennoni submitted 2024 Annual WQAA Certification. (Deadline December 31)
 4. Map and Regulation Updates
 - a. Awaiting MUA markups.
 - b. Pennoni incorporated MUA CAD data into GIS (NJDEP requirement).
 - c. Solicitor to draft rule change for "Change in Use" connection fees.
 5. Maintenance Bonds
 - a. Bromley Estates PS Generator Maintenance Bond expires July 2025.
 6. Annual Water Bond Trustee Report
 - a. Pennoni submitted 2024 report to MUA.
 7. Garage Equipment Demo
 - a. Pennoni obtained budgetary estimate for demo; \$90,000- \$100,000.
 8. Tall Pines Sewer Pump Station
 - a. Cost estimate provided to MUA for installation of permanent generator. MUA to confirm if existing portable generator will run on liquid propane.
 9. Vibratory Rollers
 - a. Meeting held 2/13 with Borough to discuss use of nonvibratory rollers on paving projects.
 10. Emergency Repair Contract
 - a. Awarded to RD Zeuli Inc.
 11. Parking Lot Paving
 - a. Maintenance Bond expires 10/4/2026.

12. Xylem Pumps, Parts and Service

- a. Awarded to Xylem.

II. Other Projects

1. New Projects

- a. Self-storage; Retail/apartments; Pine Valley Cottages

2. Pine Valley Developers (Fairway Pines) Use Variance

- a. Use variance approval for 85 units.
b. NJDEP permits resubmitted.
c. Branch Avenue/3rd Avenue PRV design and installation to provide redundancy.

3. Carl Pursell- 121 Berlin-Cross Keys Road

- a. 20-year Recapture Agreement for Amboy Bank.

4. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)

- a. Possible warehouse development.
b. Recapture agreement applies to new property owner.

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. 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; Request for generator installation.
f. Ham Radio Operator Antenna: Turnerville.

Tom Leisse gave a brief description of various projects: The Tank Rehabilitation - one tank at a time, each one will take a few months, waiting on ok from DEP to readvertise for the meters. I have been working with John C. on some miscellaneous projects. Mr. Green and Mr. Harris asked about the Boy Scout Reservation. In the area of the ranger cabin house, they are looking into possible connection in the future.

Mr. Green made a motion to approve the Engineer's report second by Mr. Hassett.

Solicitor : Chris Long - Chris Long – Resolution to join another Co-op.

Mr. Green made a motion to approve Solicitor report second by Mr. Ford

Operations Managers

Report May 2025

The following work has been completed:

73 Utility Mark outs serviced

60 Assorted work orders completed

1. We completed 8 lead confirmation executions.
2. We repaired meter leaks and replaced the deteriorated water meter boxes at 6 and 106 Franklin Ave.
- 3 Due to reoccurring sewer backups we high pressure jetted, snaked, and chemically treated the sewer lateral at 1301 Daniels Ave.
2. We changed the oil, oil filter and air filter om our air compressor.
3. We replaced the throttle/speed control unit on our jetter vehicle.
4. We dug up and redrilled the drain holes on the fire hydrant on Lakeview Ave due to it holding water.
5. We dug up and replaced two broken distribution valve boxes at Tomilson Ave and on Ridge Run Drive.
6. The following work was completed at the office:
 1. Attic exhaust fan replaced
 2. Turned on and adjusted the irrigation system
 3. Painted curbing yellow
 4. Pressure washed building
 5. Planted flowers and spread mulch
7. I have attended two classes hosted by the NJWA Predictive Maintenance and In Line Trouble Shooting.
8. We sewer jetted most of our problem areas as a preventive measure.

Mr. Green made a motion to approve the Operations Manager's report second by Mr. Ford

PINE HILL MUNICIPAL UTILITIES AUTHORITY
EXECUTIVE DIRECTOR'S REPORT
May 21, 2025

There is a resolution on the agenda to introduce our budget for the 2025-2026 fiscal year. I worked with Mayor Green and Stefanie DeSantis on the budget. All documents have been completed, and the budget is ready to submit to the State of NJ for approval. It should be noted that the sewer revenue has not been enough to cover sewer expenses for the last three years. This problem will become progressively worse because sewer expenses are rising each year and sewer revenue is not. There is a resolution on the agenda to join the Camden County Educational Services Commission's Cooperative Pricing System. There are two vendors that we have used in the past that are registered

with the Cooperative. The Pine Hill Board of Education is a member, but I do not see the MUA or Borough listed as members.

No grass has grown in the sections of the parking lot that were left bare during our paving project. The areas have washed out causing dirt and stone to lay on top of the paved lot. Motorists drive across these unpaved areas of the parking lot causing depressions in the soil. There is also a safety issue since a person walking on the sidewalk could easily injure themselves if they stepped off the sidewalk, especially at night. Grass won't grow, dirt washes out, stones could still cause a tripping hazard. The only solution left is paving in the areas. We have a quote for \$7800 from a contractor. Our maintenance staff could do it for less than half. However, they do not have the equipment to make the parking lot perfectly smooth.

Foreman Mike Grogan reported that the wooden frame of the MUA's front porch is rotting out. Upon further inspection, two 2"x10" support rafters are completely rotted through. We had a contractor inspect the damage and they submitted a quote on 5/19/25. We requested a quote from another company and they failed to respond.

I requested a meeting with our bond counselor to bring them up to speed on our two pending loans and to discuss compliance issues to make sure that we are complying with our bond agreement. Our auditor suggested this meeting and will attend.

A resident on Country Club Rd. is claiming that the MUA's fence is on his property by three feet. The resident was supposed to drop off a copy of his survey but has not done so at this time. The MUA will hire a surveyor to make a determination.

I attended a Borough Council meeting, along with Thomas Leisse, to ask for the Council's approval to enter into loan agreements for our Water Meter Project and our Standpipe Painting Project. The Council asked some good questions. However, I did not present enough information for the Council to decide. We are not sure how much the water meter project will cost since we have not accepted any bids yet. Both bids that we received were over the engineers' estimate. Once we have more information, I will ask to be placed on the Council's agenda.

We have been paying for a subscription service to be notified of changes to NJ Statutes each year. It is quite expensive. I checked with Solicitor Long whether the MUA needs this service. Solicitor Long said no, because he has the same subscription and will keep the MUA up to date with the changes. Our subscription has been canceled.

Pennoni received a call from a company requesting utility information on the Boys Scout Reservation. The Boy Scout Reservation is looking to make long-term improvements. The MUA does not service this area. I will ask Tom Leisse to update the Board.

Camden County is starting the next phase of the project of widening Cross Keys Rd. They are planning on expanding from two lanes to five lanes on Cross Keys Rd. from Turnerville Rd. to New Freedom Rd.

Mr. Campanella gave an overview of monthly activity: Budget intro tonight for 2026, Parking lot is washing out we have a quote for \$7800.00 to fill in with asphalt. Mr. Green suggests to get a couple bids or see about putting shrubs in. Would like to get a survey done at Country Club tower, to make sure our fence is correct. All approve the survey.

Mr. Hassett made a motion to approve the Executive Director report second by Mr. Green

Board Members: Mr. Green – Memorial Service is Monday at 11 am

New Business: None

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AWARDING CONTRACT FOR THE WATER STORAGE TANK
REHABILITATION PROJECT TO BRAVE INDUSTRIAL PAINT, LLC**

RESOLUTION # 25-036

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") prepared specifications and solicited bids for the Water Storage Tank Rehabilitation project; and

WHEREAS, on March 27, 2025, the Authority received six (6) bids for the project as follows:

| VENDOR | BASE BID 1 & 2 |
|---|-----------------------|
| 1. Manda Painting Co. | (see below) |
| 2. Brave Industrial Paint, LLC | \$1,308,400.00 |
| 3. US Tank Painting, Inc. | \$1,421,000.00 |
| 4. Guimar General Contractor, LLC | \$1,467,200.00 |
| 5. Allied Painting, Inc. | \$1,572,500.00 |
| 6. Dynamic Sandblasting and Painting, LLC | \$1,717,200.00 |
| <u>Engineer's Estimate:</u> | <u>\$1,816,625.00</u> |

WHEREAS, following the receipt of the bids submitted, the Authority received correspondence dated April 2, 2025, from Joseph M. Boyan, Esq., on behalf of Manda Painting Co. ("Manda") asserting that Manda made several significant mathematical errors and omissions regarding material aspects of their bid submission via a clerical error that was unintentional and a substantial computational error, and in view of the errors involved, Mr. Boyan requests the withdraw of the bid submitted by Manda pursuant to N.J.S.A. 40A:11-23.3; and

WHEREAS, the request for withdrawal was reviewed by Christopher F. Long, Esq., Authority Solicitor, who, via opinion letter dated April 9, 2025, recommended that the Authority allow for the withdrawal of Manda's bid; and

WHEREAS, following the withdrawal of the bid submitted by Manda, the apparent low bidder for the project was Brave Industrial Paint, LLC ("Brave"); and

WHEREAS, the bids were reviewed by Mr. Thomas Leisse, PE, CME and Mr. Chistopher R. Kunder, EIT, of Pennoni Associates, Inc., who, via correspondence dated April 8, 2025, opined that the bid submitted by Brave complies with the specifications from a technical perspective and thereafter recommended the award of the contract to Brave; and

WHEREAS, the bids were reviewed by Christopher F. Long, Esq., Authority Solicitor, who, via letter opinion dated April 9, 2025, opined that Brave was the lowest responsible bidder for this contract; and

WHEREAS, the New Jersey Department of Environmental Protection, Division of Water Quality, Municipal Finance & Construction Element, via letter dated May 12, 2025, authorized the award of the contract for the Water Storage Tank Rehabilitation project to Brave, with funding allowable through the NJWB and listed several requirements for the Authority to submit following the award of the contract; and

WHEREAS, the Chairman and Members of the PHMUA concur with the aforementioned recommendations and desire to allow for the withdrawal of the bid submitted by Manda and award the contract for the Water Storage Tank Rehabilitation project on behalf of the Authority to Brave, subject to all necessary approvals by the Borough of Pine Hill as may be required.

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 bid submitted by Manda Painting Co. for the Water Storage Tank Rehabilitation project is hereby withdrawn.
- 3.The Authority hereby awards the contract for the Water Storage Tank Rehabilitation project to Brave Industrial Paint, LLC, in accordance with their bid submission received March 27, 2025, subject to all necessary approvals by the Borough of Pine Hill as may be required.
- 4.The Authority's Executive Director, and/or her designee, is hereby authorized and directed to take any and all steps necessary to effectuate the award of this contract and to comply with the requirements set by the New Jersey Department of Environmental Protection in their May 12, 2025, correspondence.
- 5.Funds are available for the payment of this contract.

**RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE BOROUGH OF PINE HILL MUNICIPAL UTILITIES AUTHORITY
TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

RESOLUTION #25-037

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on **MAY 21, 2025**, the governing body of the **PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY**, County of **CAMDEN**, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the **BOROUGH OF PINE HILL MUNICIPAL UTILITIES AUTHORITY**.

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the **EXECUTIVE DIRECTOR, JOHN CAMPANELLA**, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

2026 AUTHORITY BUDGET RESOLUTION

Pine Hill Municipal Utilities Authority
FISCAL YEAR: August 01, 2025 to July 31, 2026

WHEREAS, the Annual Budget for Pine Hill Municipal Utilities Authority for the fiscal year beginning August 01, 2025 and ending July 31, 2026 has been presented before the governing body of the Pine Hill Municipal Utilities Authority at its open public meeting of May 21, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,940,630.00, Total Appropriations including any Accumulated Deficit, if any, of \$3,155,310.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$214,680.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$3,638,254.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$475,250.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rath it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pine Hill Municipal Utilities Authority, at an open public meeting held on May 21, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Pine Hill Municipal Utilities Authority for the fiscal year beginning August 01, 2025 and ending July 31, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Pine Hill Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on July 16, 2025.

| | | | | |
|------------------------------|-----|--------|---------|--------|
| (Secretary's Signature) | | (Date) | | |
| Governing Body Recorded Vote | | | | |
| Member | Aye | Nay | Abstain | Absent |
| John Odenath | | | | |
| Christopher Green | | | | |
| Thomas Knott | | | | |
| Thomas Hassett | | | | |
| Scott Ford | | | | |
| Christopher Harris (1st Alt) | | | | |

PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AWARDING CONTRACT FOR REPAIRS TO 907 TURNERVILLE ROAD TO
TORTORICE CONTRACTORS, INC.
RESOLUTION # 25-039

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/ or "Authority") solicited quotations to conduct certain repair work at 907 Turnerville Road to replace rotted beams; and

WHEREAS, the Authority requested three (3) quotations, but received only one (1) response from Tortorice Contractors, Inc. ("Tortorice") dated May 19, 2025, in the amount of \$8,240.00; and

WHEREAS, the Chairman and Members of the PHMUA desire to award the contract for the repair work at 907 Turnerville Road to replace certain rotted beams to Tortorice in accordance with their quotation dated May 19, 2025.

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

The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.

The contract to perform certain repair work at 907 Turnerville Road to replace rotted beams on behalf of the Authority is hereby awarded to Tortorice Contractors, Inc. in the amount of \$8,240.00 in accordance with their May 19, 2025, quotation. Not to exceed \$9000.00 upon approval for the Pine Hill Municipal Utilities Authority.

The Authority's Executive Director, and/or his designee, is hereby authorized and directed to take any and all steps necessary to effectuate the award of this contract.

Funds are available for the payment of this contract.

**WATER
RESOLUTION # 25-040**

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

| | | | |
|-----------|-------------------|--------------|------------------------------|
| 1433000-0 | 146 E. Branch Ave | Balance Corr | Res done for 25/1 INT (4.26) |
| 2455000-0 | 19 Kirk Lane | Leaky Meter | Res done for 10T (69.60) |

I hereby certify that the following is a true and exact copy of the resolution passed at a meeting held May 21, 2025.

Payment of Bills
Revenue Resolution

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

| | |
|--------------------------|------------------|
| Water Fund | \$66,493.85 |
| Renewal & Replacement | \$340,713.28 |
| Sewer Fund | \$35,189.92 |
| Sewer General | \$0.00 |
| Total Funds Approved | \$442,397.05 |

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the William Penn Bank, payable to the parties claiming payment in the amounts due on said requisitions be executed in the name of the Authority by its Chairman or Vice-Chairman and its Secretary.

Passed Pine Hill Boro Municipal Utilities Authority this
21st day of May 2025.

Mr. Green made a motion to approve above resolutions 25-36, 37, 39, 40, 41 and reports, second by Mr. Ford

Ayes: Mr. Green, Mr. Ford, Mr. Knott, Mr. Hassett and Mr. Harris

Mr. Green made a motion to approve the 2026 Budget Introduction, second by Mr. Hassett

Ayes: Mr. Green, Mr. Hassett, Mr. Ford, Mr. Knott, and Mr. Harris

Nays: None

Motion to adjourn meeting by Mr. Green, second by Mr. Harris. All in favor

Adjournment: 7:26 pm

Julie Reehle, Recording Secretary

Date: