

## **REGULAR MEETING, JULY 17, 2014**

The Regular Meeting of the Gloucester Township Municipal Utilities Authority was held on Thursday, July 17, 2014, at 7:00 P.M. at the Gloucester Township Municipal Utilities Authority Building, 401 W. Landing Road, Blackwood, New Jersey.

The following members were present: Mr. Calabrese, Mr. Simiriglia, Mrs. Tarves, Ms. Guevara and Mr. Garbowski.

Also present were Mr. Long, Mr. Leisse, Mr. Brickley, Mr. Carr and Mrs. Hrynio.

Council Liaison Glen Bianchini was also present.

On motion of Ms. Guevara, second by Mr. Simiriglia, Mr. Pillo and Mrs. Bradley were excused from this meeting as they were on vacation.

Chairman Calabrese stated that Mr. Garbowski would be seated for Mr. Pillo.

All signified their approval by stating aye.

The Chairman read the commencement statement noting that the meeting was advertised in the Courier Post and The Central Record Newspaper, and notice was placed on the bulletin board of the Township of Gloucester and the Gloucester Township Municipal Utilities Authority; the meeting was recorded.

On motion of Mrs. Tarves, second by Mr. Simiriglia, the Minutes of the Regular Meeting of June 19, 2014 were approved.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-73** - Resolution to pay bills out of the Operating Fund.

On motion of Ms. Guevara, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

**ON THE QUESTION:** Mr. Simiriglia stated that there was an issue with Tire Corral's invoices. We talked about having them registering the odometer readings of each truck that is brought in and also put one (1) vehicle on each invoice; not multiple vehicles on the same invoice. Mr. Simiriglia was not sure if we should hold their payment or make sure that someone talks to them and gets this straightened out. Mr. Carr stated that he is talking to Chas Mawson, Mechanic, and they have come up with an idea. He stated that he has not spoken to Tire Corral about this; he was under the wrong impression about what had to be done after speaking with Mrs. Tarves after last month's meeting. Mr. Simiriglia stated that on their bill, there is a spot to mark the mileage down on the truck that they are servicing. In order for us to keep records, it would be a great advantage to have that information on the invoices. Mr. Carr stated that they have created a form that we will attach to the requisition which would have the day we purchased the tires and the odometer reading. He now understands that Mr. Simiriglia would like Tire Corral to do that. Mr. Simiriglia stated, yes. Mr. Simiriglia stated there should be a bill for each truck and the odometer reading for the truck on the bill. Mr. Carr stated that the MUA puts the tires on the trucks. We will put one (1) vehicle on each invoice along with the odometer reading. Mr. Carr stated that we will get this straightened out. Mrs. Tarves stated that this will also help the truck log immensely.

**AYE:** Mr. Garbwoski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-74** - Resolution to pay bills out of the Renewal and Replacement Account.

On motion of Ms. Guevara, second by Mr. Garbowski, the above resolution was adopted on a roll call vote.

**AYE:** Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-75** - Resolution to pay bills out of the Plans & Specifications Account.

On motion of Mrs. Tarves, second by Mr. Garbowski, the above resolution was adopted on a roll call vote.

**AYE:** Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

## **PUBLIC PORTION**

There was no one present.

## **ENGINEER'S REPORT**

Mr. Leisse presented his report during the Work Shop portion of the meeting, a copy of which is attached and made part of these minutes.

**R-07-14-76** - Resolution Authorizing the Award of Bid for Emergency Repairs to Wastewater Conveyance System, Mains, Laterals and Supplementary Construction Services to R.D. Zeuli, Inc.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-77** - Resolution Authorizing Completion of Emergency Repair Work for a Sewer Gravity Main Repair Near 89 Mullen Drive (Cobblestone Development), by R.D. Zeuli, Inc., in Accordance with the Inter-Municipal Service Agreement with The Township of Gloucester by Resolution R-04-14-50 (*To Be Reimbursed by The Township of Gloucester*).

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-78** - Resolution Authorizing Completion of Emergency Repair Work for a Sewer Gravity Main Repair on Mathews Street (Blackwood Estates), by R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolution R-07-13-62 (*Damaged Caused by Land-Tech Enterprises, Inc., to be Reimbursed by Land-Tech Enterprises, Inc. or The Township of Gloucester*).

On motion of Mr. Simiriglia, second by Ms. Guevara, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-79 - Resolution Authorizing Completion of Emergency Repair Work for a Lateral Repair at 532 Fresno Drive (Catalina Hills Development), by R.D. Zeuli, Inc., in Accordance with the Emergency Services Contract Authorized by Resolution R-07-13-62.**

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**\*R-07-14-85 - Resolution Authorizing the Award of Bid for a Stainless Steel Dump Truck to Giles & Ransome.**

On motion of Ms. Guevara, second by Mr. Garbowski, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

#### **CONFLICT ENGINEER**

Nothing to Report.

#### **SOLICITOR**

Mr. Long stated that his report stands as presented during the Work Shop portion of the meeting.

**\*R-07-14-86 - Resolution Authorizing the Acceptance of a Performance Bond Posted by Simon/Preit Gloucester Development, LLC (Gloucester Premium Outlets), From Travelers Casualty and Surety Company of America.**

On motion of Mrs. Tarves, second by Mr. Simiriglia, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**\*R-07-14-87 - Resolution Authorizing a Two (2) Year Option Renewal, Shared Services Agreement with Camden County College for Sewer Inspection, Cleaning and Clearing.**

On motion of Mr. Simiriglia, second by Mr. Garbowski, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

Mr. Long stated that there is a need for a brief Executive Session Meeting. With Chairman Calabrese's permission, we will continue with the rest of the agenda and hold this resolution until the end of the Regular Meeting. Chairman Calabrese agreed.

**R-07-14-80** – Resolution Providing for an Executive Session not Open to the Public in Accordance with New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. Topics of Discussion include Employment Relations and Attorney-Client Privilege.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

#### **EXECUTIVE DIRECTOR'S REPORT**

**R-07-14-81** - Resolution Authorizing the Advertisement for the Receipt of Proposals for Uniforms & Custodial Supplies.

On motion of Mrs. Tarves, second by Mr. Simiriglia, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

#### **SECRETARY'S REPORT**

**R-07-14-82** - Resolution Authorizing a Refund in the Amount of \$1,200.00 for an Overpayment for the Property Located at 103 Elaine Avenue, Block 12403, Lot 1, Account #50183-0, Gloucester Township. The Property Owner Paid the GTMUA in Error; Owner Has Requested a Refund.

On motion of Ms. Guevara, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-83** - Resolution Authorizing a Refund in the Amount of \$262.00 for a Payment for the Property Located at 14 Patriot Court, Block 15001, Lot 7.18, Account #160897-0, Gloucester Township. Electronic Payment was Intended for Burlington County MUA; Mr. White has Requested a Refund.

On motion of Ms. Guevara, second by Mr. Simiriglia, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

**R-07-14-84** - Resolution Authorizing a Refund in the Amount of \$919.25 for Payments for the Property Located at 200 Golfview Drive, Block 8011, Lot 107, Account #70560-1, Gloucester Township. Sewer Bill was Sent to Incorrect Owner, Valleybrook Homeowners Association, due to Edmunds Conversion from CSI (Same Block & Lot for Country Club and Pool). Valleybrook Homeowner's Association has Requested a Refund.

On motion of Mr. Simiriglia, second by Mrs. Tarves, the above resolution was adopted on a roll call vote.

AYE: Mr. Garbowski, Ms. Guevara, Mrs. Tarves, Mr. Simiriglia and Mr. Calabrese.

#### **PUBLIC PORTION**

There was no one present.

#### **COMMENTS COUNCIL LIAISON**

Mr. Bianchini had no comments this evening.

#### **COMMENTS AND RECOMMENDATIONS FROM THE BOARD**

The Board had no comments this evening.

On motion of Ms. Guevara, second by Mr. Garbowski, the meeting adjourned.

All signified their approval by stating aye.

  
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Marlene Hrynio, Recording Secretary

**APPROVED AUGUST 21, 2014 REGULAR MEETING**



**PENNONI ASSOCIATES INC.**  
**CONSULTING ENGINEERS**

**ENGINEER'S REPORT  
GLOUCESTER TOWNSHIP M.U.A.**

**July 10, 2014**

1. On June 30<sup>th</sup>, representatives from the Premium Outlets and the Authority conducted a kickoff meeting to review schedule and details of the sanitary sewer installation. Bonding and fee information was confirmed and transmitted to their representatives. Sanitary sewer construction activities are tentatively scheduled to begin by the end of July.
2. On June 30<sup>th</sup>, the Authority received a report of a damaged sewer main on Mathews Street in Blackwood Estates. The Township's contractor, Land-Tech Enterprises, installing new storm main on Mathews damaged the sewer main on June 30<sup>th</sup> as well as on July 1<sup>st</sup>. Under an agreement with the Township and Land-Tech, the Authority's emergency repair contractor, R.D. Zeuli was contacted and completed the repairs on both nights. It was agreed that the costs of the sewer main repairs were the responsibility of Land-Tech. The Contractor again damaged sewer main on Mathews on July 8<sup>th</sup>. Land-Tech is attempting to make the repair and place the main back into service.
3. I have prepared a recommendation to award the contract for the Emergency Repairs to Wastewater Conveyance System, Mains and Laterals and Supplementary Construction Services for bids that were opened on July 2<sup>nd</sup>. The recommendation has been forwarded for the Solicitor's review.
4. Insituform began lining work on July 8<sup>th</sup>. They are scheduled to complete the Glenn Avenue collection area this week with the Central Avenue collection area next week and the Clementon and Timber-Line areas to follow.
5. On July 8<sup>th</sup>, the Authority received a report of a lateral issue at 224 Grand Avenue in the Blackwood Estates section of the Township. A section of the Orangeburg lateral between the curb and main at a depth of approximately four feet had collapsed. Authority forces promptly responded to the emergency, replaced the damaged section with PVC, and placed the lateral back into service.
6. On July 8<sup>th</sup>, the Authority received a report of a lateral issue at 224 Tilford Road in the Timber-Line section of the Township. A section of the Orangeburg lateral between the curb and main at a depth of approximately six feet had collapsed. The Authority contacted the emergency repair contractor, R.D. Zeuli who promptly responded to the emergency, replaced the damaged section with PVC, and placed the lateral back into service.
7. On July 9<sup>th</sup>, the results were received from the fuel analysis as part of the Chemsearch Fuel Quality Management Program. The test results showed no significant water or bacteria growth present. The Authority also completed the installation of a filter on the diesel tank. We will attempt to monitor the amount of fuel used by the fleet to determine if the program is providing any benefits to the fuel quality and consumption.
8. The bid specifications for a new stainless steel dump truck have been advertised and are scheduled to open on July 15<sup>th</sup>.

**End of Report**