

**MINUTES OF THE REGULAR MEETING OF THE
MOUNT LAUREL TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

December 15, 2016

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:05 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Chairman
John Francescone	Vice Chairman
Cheryl Coco-Capri	Secretary
Geraldine Nardello	Member
Elwood Knight	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

Chairman Smith announced that the notice requirements of the “Senator Byron M. Baer Open Public Meetings Act” have been satisfied. Annual notice has been transmitted to two newspapers; it has been prominently posted on the Municipal Bulletin Board and filed with the Mount Laurel Township Clerk.

Public Comment

There was no public comment

Minutes

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved the minutes for the November 17, 2016 Regular Meeting, with affirmative votes from Ms. Nardello, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Capri.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Developments/New Connections

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-12-127 Resolution Allowing Release of Performance Bonds for Funplex, 3320 Route 38, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-12-128 Resolution Allowing Release of Performance Bonds for 7000 Midlantic Drive, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Operations

Water System Summary

Ms. Carolan noted that there have been no main breaks since the last meeting.

Ms. Carolan noted that we are on track to use all of our own allocation and all the minimums required from Willingboro and NJAWC.

Wastewater System Summary

Ms. Carolan reported that 7 pumping stations are operating outside of normal parameters.

Ms. Carolan said there was a force main leak caused by a cracked pipe on 12/7 on the Stonegate line which is budgeted for replacement in FY2019.

Ms. Carolan noted that work is ongoing on the UV system gates at the sewer plant. The bulkhead removal went well. The sludge thickener work is complete – all work was done in house but the tank was down longer than anticipated and effluent quality temporarily degraded but no violations of permitted discharge limits occurred.

Ms. Carolan added that one teacup is fully clogged with rag but hasn't been rectified yet because of staff limitations due to paid time off.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Country Lane Water Main Installation and Hunter's Pump Station Force Main Replacement

This project includes installation of 1,000 LF of new 8" water main and the replacement of the Hunter's pump station force main, approximately 1,800 LF of 4" pipe. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority's October 16, 2014 meeting. The new mains have been operational for some time. The most recent GIS information submitted is still incomplete. The contractor will be given a deadline to submit acceptable as-built information. We will notify the contractor that if acceptable as-built information is not submitted within 7 days, our office will complete the work and the cost will be deducted from the contractor's last payment.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

This project includes the replacement of the entire SCADA system at the Hartford Road WPCF and the upgrade of the SCADA system at the Elbo Lane WTP. Allied Control Services, Inc. was awarded the contract in the amount of \$688,705.00 at the Authority's August 2015 meeting; the contract completion date was May 12, 2016. Punch list work and closeout documents remain to be completed at the Hartford Road plant. The new software is running at the Elbo Lane WTP. Completing the connection to Chuck Bernheimer's office via a fiber optic line remains to be completed; a meeting between the Authority's IT consultants and Allied is necessary.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

This project includes replacement of the control systems and other electrical equipment at the Authority's Birchfield PS and Timbercrest PS. Scalfio Electric, Inc. was awarded the contract in the amount of \$235,000.00 at the Authority's August 2015 meeting; the contract completion date was February 12, 2016. Both stations are functioning. There was no change in status this month on this project. O & M Manuals, as built drawings and closeout documentation remains to be completed.

St. David Drive Road Water Main Replacement

The project includes the replacement of 4 and 6" water main with approximately 1,700 LF of 8" water main. The contract in the amount of \$414,000.00 was awarded to DSC Construction, Inc. at the Authority's June 16, 2016 meeting. All water main work has been completed. Curb, sidewalk and temporary restoration has also been completed. Final paving and topsoil and sodding will be completed after trench settlement has occurred and weather permits.

Wharton Road Water Main Replacement

This project was fast tracked due to the number of breaks during the summer of 2015. Replacement of approximately 240' of 8" main was included in the project scope. A contract was awarded to DSC Construction Inc. in the amount of \$147,242.00 at a special meeting held on September 11, 2015. The new main is installed and in service. GIS as-built information remains to be submitted. The contractor will be given a deadline to submit acceptable as-built information. We will notify the contractor that if acceptable as-built information is not submitted within 7 days to our office, we will complete the work and the cost will be deducted from the contractor's last payment.

Another contractor, Coastline Construction was hired to correct the water ponding. Yesterday Coastal milled, regraded and repaved the area where water was ponding at the location of a previous water main break. Pavement striping is scheduled for Sunday.

East Park and Turnpike Pump Stations Level Control and Electrical Equipment Upgrades

This project includes the replacement of the wet well level control systems and the installation of new electrical equipment at both stations. The contract was awarded to MJF Electrical Contracting, Inc. in the amount of \$215,000 at the Authority's February 18 meeting.

Installation of the new fence and gates is scheduled to be completed tomorrow at the East Park station.

The contractor is still waiting on delivery of the new pumps for the Timbercrest station. The remaining electrical work will be completed when the pumps are replaced. The Authority has also requested that new lighting be installed at both stations.

Hartford Road WPCF UV Tank Slide Gate Replacement

The purpose of this project is to replace slide gates at the UV tank which are used to isolate the UV4000 and UV3000 systems and to replace the structure which houses the UV controls. KRS Services, Inc. was awarded the contract in the amount of \$138,169.00 at the Authority's April 2016 meeting.

The new slide gate at the effluent end of the UV channel is installed and the contractor is working on the new influent gate. Assuming the weather cooperates and that both gates are installed and working satisfactorily, the plant will be shut down Saturday night and the temporary bulkheads removed.

Electrical wiring and SCADA modifications for control of the gates remains to be completed.

FY-2016 Pump Station Painting

The scope of this project includes corrosion control painting of interior and exterior surfaces and piping at the Amberfield, College, Holiday Village East and Stonegate pumping stations. Pro-Spec Painting, Inc. was awarded the contract in the amount of \$77,080.00 at the Authority's April 2016 meeting. The contractor has corrected the painting deficiencies at all of the pump stations. We anticipate closing out the project next month.

Grant Avenue and St. Andrews Drive Water Main Replacements

This project includes two areas of water main replacements: 1. approximately 990 LF of 6" CIP with 8" DIP and 350 LF of 10" CIP water main on Grant Avenue including the replacement of multiple valves and hydrants on Grant, Cornwallis and Amsterdam, and approximately 1,140 LF of 4" CIP with 6" DIP water main on South St. Andrews Drive from Ramblewood Parkway to the end of St. Andrews Court. RTW Construction, Inc. was awarded the contract in the amount of \$667,155.00 at the October 2016 meeting. The preconstruction meeting was held and the contractor anticipates starting work in late December.

Hartford Road Force Main Connection Replacement- Phase I

This project includes the replacement of approximately 2500' of 24" DIP force main in Hartford Road between Union Mill Road and the Route 38 ROW, and the installation of approximately 2300' of 2" to 2 1/2" PVC low

pressure force main. The contract drawings are approximately 90% complete and the specs are approximately 80% complete.

Soil borings were completed and the engineering report on the soil conditions has been received. We are still waiting for County approval to conduct the corrosion investigation on Elbo Lane and Hartford Road

The Treatment Works Approval application was completed and submitted to NJDEP for review and approval.

Hartford Road WPCF Pump Station Upgrade

This project will include the replacement pumps, controls and other equipment at a pump station located at the treatment plant. The station is an integral part of the plant since it collects drainage from a number of facilities throughout the plant. A temporary flow meter was installed at the station to verify the influent flow and pump discharge flow rates. This information must be obtained to properly size the replacement pumps. Due to operational problems at the plant we have not been able to record enough flow information to determine the required pump capacity. The majority of the design work has been completed except for sizing the new pumps and electrical work which is dependent on the pump selection.

Well No. 3 Well Redevelopment and Pump Replacement

This project includes the redevelopment of the well and rehabilitation of the well pump. The contractor will install a previously rehabilitated spare well pump which the Authority has stored at 81 Elbo Lane. The repaired pump will be returned to the Authority for future use. Specifications for the well redevelopment and pump replacement have been completed. The contract has been advertised and bids are scheduled to be received on January 12.

Atrium Pump Station Upgrade

A site visit was held with Authority personnel to discuss the scope of work (SOW). The SOW includes primarily electrical upgrades similar to those recently completed at other stations.

Closed Session

A motion was made by Mr. Knight, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2016-12-129 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:26 p.m.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Regulatory Matters, Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:36 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Francescone and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith, Mr. Knight and Ms. Nardello.

Contracts

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-12-130 Resolution Approving Award of Contract Following Receipt of Competitive Bids – Contract No. 2016-13, two 4WD Pick-up Trucks, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-12-131 Resolution Authorizing the Award of a Contract with the New Jersey Manufacturers Insurance Agency to Provide Worker's Compensation Insurance Coverage, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-12-132 Resolution Authorizing Release of Maintenance Bond for Hooten Road Water Main Replacement MUA Contract No. 2013-19, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Accounting and Financial

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2016-12-133 Resolution Approving Appointment of Public Agency Compliance Officer (P.A.C.O.) for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved the Treasurer's Report for October 2016 and Payment Plan Status Report for December 2016, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved Requisition #566 in the Amount of \$351,941.64 approving Accounts Payable Vouchers, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board unanimously approved Requisitions #4509 through #4516 in the amount of \$6,701.35 from the Acquisition and Construction List, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Requisitions #3549 through #3584 in the amount of \$237,643.32 from the Renewal and Replacement List, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Ms. Carolan provided an update regarding the lead sampling done at 7 Mount Laurel schools.

Ms. Carolan said that on 11/18, 45 students from the Environmental Sustainability classes from Seneca and Shawnee High Schools toured MUA facilities.

Ms. Carolan noted that a review committee is needed for the review of the professional service proposals in January with recommendations for annual appointment. Mr. Francescone and Ms. Capri will be the committee.

Ms. Carolan also noted that letters were sent to customers from Spring Valley Estates who had meters changed in response to the negative postings on social media.

Mr. Wiest noted that we started using NJAWC meter readings to bill sewer customers.

Following a motion made by Ms. Nardello, seconded by Ms. Capri, and with unanimous agreement from the members, the meeting was adjourned at 8:07 p.m.