

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

September 18, 2014

Vice Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:10 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Vice Chairman
Elwood Knight	Secretary
James Misselwitz	Member
John Francescone	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Brian Scott	Safety/Human Resources Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

Vice 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**

Mr. J.C. Alaimo of 711 Stuyvesant Drive attended the meeting.

Mr. Alaimo explained that in the late 1980’s his sewer lateral caved in and the MUA paid to have it repaired.

Mr. Alaimo said that the line is backing up and needs repair again and he is requesting that the MUA help to fix it again.

Ms. Carolan said that this started in the beginning of June and she said she is not sure what is wrong with the lateral and she checked MUA records for past information on this but nothing was found,

Ms. Carolan noted that normally the MUA is not responsible for sewer laterals – that is the responsibility of the homeowner. The Board would have to make a policy change in order to be able to help Mr. Alaimo repair his lateral.

Ms. Carolan suggested that Mr. Alaimo have his plumber correct the problem and give the Authority a report as to what the problem was to see if the MUA would have any responsibility toward it.

Mr. Alaimo said that years ago, the Authority administration realized it was some responsibility of the MUA because they repaired it and he added that he feels he should be grandfathered because of that.

Mr. Alaimo noted that he has had the lateral cleaned 14 times over the years.

The Board advised Mr. Alaimo to take action on his part to have the line repaired now and that the Authority will continue to check past records and also to advise Ms. Carolan what the plumber’s evaluation reveals.

**Minutes**

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board approved the minutes of the August 21, 2014 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

Mr. Misselwitz abstained from voting.

Total votes: 3 ayes, 0 nays, 1 abstention, 1 absent.

**Operations****Water System Summary**

Ms. Carolan reported that there have been no main breaks since the last meeting and that hydrant flushing begins on 9/22.

In addition, Ms. Carolan noted that the ASR runs on an October to September cycle and that 50-60 MG will be left in the ground at a value of approximately \$200K. We have already appealed to DEP to carry over the excess to the next cycle.

**Wastewater System Summary**

Ms. Carolan reported that there are three pumping stations operating out of normal parameters.

Ms. Carolan added that the new UV is working well.

**Presentation of Engineer's Status Report**

Mr. Trice presented the report.

**Orchard Sanitary Sewer Pumping Station Electrical Modifications**

This project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system. The contract was awarded to Eagle Construction Services, Inc., the low bidder in the amount of \$306,415.00, at the Authority's April meeting. The contractor has been ordering materials and submitting shop drawings for approval. On site work is scheduled to start October 1<sup>st</sup>.

**Hartford Road WPCF – UV Disinfection Equipment**

This project included the installation of new UV disinfection equipment in a spare effluent channel that was provided when the facility was constructed in 1995-1996. The contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority's November 21, 2013 meeting. The new UV equipment has been running with no operational problems since it was put into service in mid-July. The contractor was required to integrate the old UV system controls with the new system controls. This work was completed; however, final testing of the controls in automatic mode cannot take place until the Authority completes some additional unexpected repairs to the old UV system. All other work has been completed except for submission of closeout documentation.

**Holiday Village East Pumping Station Improvements**

The project included the replacement and relocation of electrical equipment. The contract was awarded to B&H Contracting, Inc., the low bidder in the amount of \$165,890.00 at the Authority's September 2013 meeting. Physical work was completed in May 2014; submission of acceptable as-built drawings is the only outstanding item.

**West Berwin Way Water Main Replacement**

This project included the replacement of approximately 700 feet of 10" water main on Berwin Way in Holiday Village. The contract was awarded to South State, Inc., the low bidder in the amount of \$219,988.45 at the Authority's September 2013 meeting. The contractor has completed installation of the water main, reconnection of all water services, final paving and all punch list items this month. Submission of as-built drawings remains to be completed.

**81 Elbo Lane Site Work**

The contract was awarded to Ricky Slade Construction, the low bidder, in the amount of \$76,776.25 at the Authority's June 2014 meeting. The contractor has completed all work as required in the base contract. The full depth pavement crack restoration remains to be completed.

Hooten Road Water Main Replacement

This project includes the relocation of 80 feet of water main directly adjacent to the Hooten Road Pump Station. The contract, in the amount of \$54,592.00 was awarded to Mac-Rose Contractors, Inc. at the Authority's January 2014 meeting. The contractor completed installation of the new water main in April and punch list items in June. Submission of acceptable as-built drawings remains to be completed.

85 Elbo Lane and Fostertown Tank Electrical Upgrades

This project includes the replacement of electrical equipment that was installed in the early 1970's at the old Elbo Lane Water Treatment Plant, and supplying an emergency power supply for the Fostertown Road storage tank. We are finalizing the plans and specifications. The project will be advertised for bids in October and bids received and contract awarded in November 2014.

Elbo Lane WTP Clarifier Improvements

The project includes installation of ventilation equipment in the clarifiers, replacement of sludge control valves, guide rails and pump retrieval systems, and installation of local on/off pushbutton controls. We are finalizing the plans and specifications. The project will be advertised for bids in October and bids received and contract awarded in November 2014.

Liberty Road Water Main Replacement

The project includes the replacement of approximately 640 LF of 6" water main and 14 services. The contract was awarded to T & W Construction Co., LLC, in the amount of \$194,252.00 at the Authority's July 2014 meeting. The contractor started work earlier this week.

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

We are preparing bid documents for the installation of 1,000 LF of 8" water main and the replacement of the Hunter's pump station force main which includes 1,800 LF of 4" pipe. Both mains will connect to existing lines in Church Street. Estimated construction cost is \$537,000. The contract has been advertised for bids. Bids are scheduled to be received October 9 and awarded on October 16.

Library Pump Station Force Main Replacement

We are preparing bid documents for the replacement a section of the Library pump station force main, which consists of approximately 1,450 LF of 8" force main between the pump station and Rt. 295. Estimated construction cost is \$337,000. The current schedule is to advertise for bids in November and award at the Authority's December meeting.

Amsterdam Road Water Main Replacement

As a result of numerous water main breaks and the inclusion of Amsterdam Road in the Township's road program, the Authority has decided to replace approximately 1,700 LF of 6" water main this year. The estimated construction cost is \$385,000. The preliminary schedule is to advertise and award this project by the end of the year.

Hartford Road Final Clarifier No. 1 Rehabilitation

This project includes the replacement of the scum and sludge collection mechanism, the effluent weir cleaning system and lining the effluent trough. The existing scum and sludge collector mechanism jammed and various structure members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. The current schedule is to advertise for bids in October and award at the Authority's November meeting.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

We met with Authority personnel last week to discuss the scope of work. We are currently preparing an engineering services proposal based on last week's meeting.

**Closed Session**

A motion was made by Mr. Misselwitz, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2014-09-90 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:47 p.m.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:18 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Misselwitz and with unanimous agreement from Mr. Smith, Mr. Francescone, Mr. Misselwitz and Mr. Knight.

**Contracts**

Mr. Francescone asked whether the subject of the ability of the Authority to choose Counsel for claim litigation was addressed. Mr. Scott replied that the insurance companies won't entertain that alternative. Mr. Misselwitz concurred.

Following a motion made by Mr. Knight and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-91 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Property Insurance Coverage through the American Alternative Company in the Amount of \$121,169.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-92 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Automobile Insurance Coverage through the American Alternative Company in the Amount of \$37,924.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-93 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Excess Liability Insurance Coverage through the American Alternative Company in the Amount of \$15,266.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-94 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Public Officials Liability Insurance Coverage through the Darwin National Insurance Company in the Amount of \$15,340.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-95 Resolution Approving Sale of Authority Surplus Equipment Through Internet Based Vendor for Online Auction, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Misselwitz and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-09-96 Resolution Awarding Contract No. 2014-13 for Station Safety Door Replacements to B&H Contracting in the Amount of \$30,000.00, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-97 Resolution Awarding Contract No. 2014-14 for Sludge Holding Tank Cleaning to Franc Environmental of NJ Inc. in the Amount of \$31,450.00, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-09-98 Resolution Approving Change Order No. 4 in the Amount of \$14,211.10 to Contract No. 2013-05 for Hartford Road WPCF Ultraviolet Disinfection Equipment Improvements Resulting in an Adjustment Contract Amount of \$696,340.83, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-09-99 Resolution Authorizing the Reappointment of L5E, LLC ('5') to Provide Energy Advisory Services at No Direct Cost to the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

### **Accounting and Financial**

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for July 2014 and Payment Plan Status for August 2014, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Requisition #539 in the Amount of \$457,771.69 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Requisition #4357 through #4370 in the amount of \$7,734.82 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board unanimously approved Requisition #2704 through #2725 in the amount of \$155,535.50 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Misselwitz and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

**Comments:**

Ms. Carolan said that the Township's Fall Festival is 9/20/14 – the MUA will have a booth.

Mr. Adler said that engineering department staff has moved into 81 Elbo and he discussed holding a grand opening and recognition event.

Mr. Adler noted that there are 6 carriers with antenna space on one of our water towers and some of the contracts are renewing and 3 will choose opt out. This will cause a significant reduction in income totaling approximately \$1.7 million.

Following a motion made by Mr. Misselwitz, seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 7:45 p.m.