

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

September 19, 2013

Chairperson Misselwitz called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 3:09 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

James Misselwitz	Chairperson
Geraldine Nardello	Vice Chairperson
Elwood Knight	Secretary
Christopher Smith	Member

Also in attendance were:

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

Chairperson Misselwitz 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

Michael Meyer of 2 Stanwick Road was in attendance.

Mr. Meyer said he has a complaint about his water. Mr. Meyer said he has lived in his home since 2000 and has had a whole house water filter for 12 years and normally he said he changes the filter three or four times per year.

Mr. Meyer said that last year, he noticed the filter had turned black, not red as it usually did. He contacted the MUA, and the MUA representative took a sample of the water and informed him that there was nothing wrong with the water.

Mr. Meyer showed the Board photos of the white filter new, and then how it turns dark quickly. If the filter is changed out, it turns dark in one day.

Mr. Meyer also showed the Board a jug of water that was very dark in color with sediment at the bottom.

Mr. Meyer said that Billy Jack, an MUA representative wrote him a letter indicating that opening fire hydrants may cause water quality degradation and that this may have been done during some recent road paving.

Mr. Meyer said he thinks this problem has been occurring over a longer period of time and he believes there is something wrong.

Mr. Meyer said he needs the MUA’s help to figure out what is going on and what is wrong.

Mr. Misselwitz thanked Mr. Meyer for coming to the meeting and assured Mr. Meyer that the MUA will certainly investigate this matter further.

Mr. Misselwitz advised Mr. Meyer that the MUA has standards that have to be conforming to DEP standards and that color doesn’t necessarily indicate potability.

Ms. Carolan noted that she will be in touch with Billy Jack to obtain all the pertinent information related to this and that she will be in touch with Mr. Meyer.

Developments/New Connections

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-80 Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for Mount Laurel Exxon Project (aka Consumers Oil), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-81 Resolution Approving Release of Sanitary Sewer Performance Bond for Turnpike Service Area 4N Project, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2013-09-82 Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for Regency Palace (aka Westin), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Contracts

Tom Dickinson, energy consultant, was in attendance and noted that the results of the bid opening were disappointing and surprising. There were four bidders, all credible and the prices came in ranging from .09 to .14 cents. Mr. Dickinson said that the input of data from PSE&G that was given to the bidders was bad and Mr. Dickinson recommended re-bidding the contract.

Mr. Wiest added that the prices received exceeded the MUA's budget for this contract.

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously tabled Resolution No. 2013-09-79 Resolution Approving Award of Contract No. 2013-13 for 3rd Party Electricity Supply, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution 2013-09-93 to reject all bids submitted for Contract No. 2013-13 and re-bid due to prices submitted being over budget, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

The new date to receive bids and award the contract will be October 3rd; discussion and voting by members can be via phone, Ms. Carolan noted.

Minutes

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved the minutes of the August 15, 2013 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms Nardello and Mr. Smith.

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

Operations

Water System Summary

Ms. Carolan reported that water use for year to date is low and is the lowest in the last 15 years and noted that we will put some additional water in the ASR during late fall.

Ms. Carolan noted that we will still have about 100 MG of water contracted to buy that we won't need.

Ms. Carolan also noted that we will stop and/or reduce the output from Elbo Lane to save on electric costs thereby not using all of our own water allocation.

Ms. Carolan said in the last two weeks there have been problems with the SCADA system and last Sunday it went totally dead so the staff was operating blind. A 24 hour staff was put in place to take manual readings and we went to the backup SCADA system which also had some issues.

Ms. Carolan reported that we are now operating normally on the system with the exception of well #6.

Ms. Carolan added that there was a water main break on Rt. 73 near 7-11 which caused some disruption because it knocked out data lines for Verizon.

Ms. Carolan said that the Camber Lane water main was replaced and all major work has been done and there is still paving to be done – cost was \$67K.

Wastewater System Summary

Ms. Carolan reported that there are 5 pumping stations currently operating outside of normal parameters.

In addition, Ms. Carolan noted that there were recently two customer force main breaks, causing raw sewage discharge.

Presentation of Engineer's Status Report

Well No. 4 Pump Rehabilitation and Piping Modifications

Mr. Trice reported that this project included replacement of the well pump, redevelopment of the well, piping modifications, installation of a new flow meter, new electrical control equipment and SCADA system modifications.

Mr. Trice added that this project is now complete so acceptance of the project and approval of the final payment estimate is recommended.

Orchard Sanitary Sewer Pumping Station Electrical Modifications

Mr. Trice noted that this project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system.

Mr. Trice added that the Township has approved the Authority's Minor Site Plan Alteration application and his office is addressing the Authority's comments on plans and specifications.

Orchard Sanitary Sewer Pumping Station Site Work

Mr. Trice reported that this project includes the installation of storm drainage structures, paving and new fencing.

Mr. Trice added that the Township has approved the Authority's Minor Site Plan Alteration application, his office has forwarded plans to the Authority for review and that the Authority has temporarily put this project on hold pending budget reviews.

Hartford Road WPCF – UV Disinfection Equipment

Mr. Trice reported that this project includes the installation of new UV disinfection equipment in a spare effluent channel that was provided when the facility was constructed in 1995-1996.

Mr. Trice added that Authority personnel are reviewing the final set of plans and specifications and that the Treatment Works Approval application is still under review by NJDEP.

Holiday Village East Pumping Station Improvements

Mr. Trice reported that the Project includes the replacement and relocation of electrical equipment. Mr. Trice noted that four bids were received for this project on September 13. B&H Contracting, Inc. was the low bidder in the amount of \$165,890.00. Award is recommended.

West Berwin Way Water Main Replacement

Mr. Trice reported that this project includes the replacement of approximately 700 feet of 10" water main on Berwin Way, which is off of North Lake Drive in Holiday Village. Estimated construction cost is approximately \$250K.

Mr. Trice noted that eight bids were received for this project on September 13. South State, Inc. was the low bidder in the amount of \$219,988.45. Award is recommended.

Closed Session

A motion was made by Ms. Nardello, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2013-09-83 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 4:05 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 4:07 p.m., following a motion made by Mr. Smith, and seconded by Ms. Nardello and with unanimous agreement from Mr. Misselwitz, Mr. Smith, Ms. Nardello and Mr. Knight.

Contracts (continued)

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-84 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Property Insurance Coverage through American Alternative Company in the Amount of \$115,738.51 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-85 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Automobile Insurance Coverage through American Alternative Company in the Amount of \$35,972.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-86 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Excess Liability Insurance Coverage through American Alternative Company in the Amount of \$13,934.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-87 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Public Officials Liability Insurance Coverage through Darwin Insurance National Company in the Amount of \$14,516.30 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-09-88 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Environmental Impairment Liability Insurance Coverage through ACE Environmental Risk Firm in the Amount of \$53,953.23 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2013-09-89 Resolution Accepting the Well #4 Pump Rehabilitation, Piping and Building Modifications Project and Initiating the Two-Year Maintenance Period – MUA Contract No. 2012-11, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2013-09-90 Resolution Awarding Contract No. 2013-09 – West Berwin Way Water Main Replacement Project to South State, Inc. in the Amount of \$219,988.45, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2013-09-91 Resolution Awarding Contract No. 2013-06 – Holiday Village East Pump Station Improvements to B&H Contracting, Inc. in the Amount of \$165,890.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2013-09-92 Resolution Authorizing Sale of Solar Renewable Energy Credits (SREC's), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Accounting and Financial

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved the Treasurer's Report for July 2013 and Payment Plan Status for August 2013, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Misselwitz and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Requisition #527 in the amount of \$406,869.53 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Requisition #2406 through #2421 in the amount of \$134,688.81 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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

Comments:

Ms. Carolan noted that the Fall Festival is scheduled for 9/21 and the MUA will be participating.

Ms. Carolan said that the Township is actively seeking a new MUA Board member.

Mr. Adler gave an overview of the 81 Elbo Lane Rehabilitation Project and broke the project down into the following phases:

Phase I: Water Department Warehouse-nearly complete

Phase II: Roof/HVAC, approximately \$125k

Phase III A: Relocate Engineering Department, approximately \$40k

Phase III B: File archives, billing equipment and possibly the warehouse office

Phase IV: Purchasing

Phase V: Warehouse

Mr. Adler estimated that the big picture expenses are \$250k and that he expects Phase III A to be completed in June 2014. He added that he'll update the Board as work progresses.

Following a motion made by Mr. Knight, seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 4:44 p.m.