

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

October 20, 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. Capri, and seconded by Ms. Nardello, the Board unanimously approved the minutes for the September 22, 2016 Regular Meeting, as amended with affirmative votes from Ms. Nardello, Mr. Smith, Mr. Knight and Ms. Capri.

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

Mr. Francescone arrived at this time.

**Developments/New Connections**

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-10-111 Resolution Authorizing Entry into a Shared Services Agreement with the County of Burlington (Installation of force main in County right of way to facilitate connection to Authority’s gravity sewer main), with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Knight, Mr. Smith and Mr. Francescone.

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 reported that there were some leaking valves that have been repaired and added that hydrant flushing is finished.

Ms. Carolan said that the new SCADA system went on line last week and so far, all is going well.

Ms. Carolan added that Willingboro MUA is increasing rates by 5% which will mean a \$68K annual increase to Mt. Laurel MUA.

#### Wastewater System Summary

Ms. Carolan reported that 4 pumping stations are operating outside of normal parameters.

Ms. Carolan also reported 1 force main break on Elbo Lane – a 2” hole in the line and 30’ of pipe was cut out and replaced - there were no overflows other than at the leak.

Ms. Carolan noted that there have been continual problems with receiving pump station alarms at the sewer plant because of Verizon’s phone line. Verizon has serviced the line a dozen times in the last three years and today they finally discovered that there was still an active phone line for the demolished Trofe incinerator on Pike Rd; it was connected to our plant’s feed line and rainwater was flooding the conduit and shorting out our line.

#### **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 included installation of 1,000 LF of new 8” water main and the replacement of the Hunter’s pump station force main which includes 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. As-built GIS information was resubmitted by the contractor, reviewed and again returned for correction. We are still waiting for revised GIS information and 2 field punch list items to be completed.

#### 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. The connection to Chuck Bernheimer’s office remains to be completed.

#### 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. 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 LD 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. A meeting was held with the contractor on October 14 to discuss his construction schedule. Our concern was that all water main, water services and sidewalk restoration be completed by October 28, the Friday before Halloween on Monday, October 31. The contractor agreed to have all work completed, except for the final tie-ins of the new and old mains, by October 28. It was also agreed that all trenching restorations would be complete by November 11 and that final paving restoration could be completed after the 60-day trench settlement period and when weather permits.

Mr. Francescone asked that the area be additionally protected by setting up orange cones to protect the exposed metal bars coming up from the ground.

#### 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. There is also a paved area where water is ponding that must be addressed. The area where the ponding is occurring is at the location of a previous water main break, which was repaired by the Authority. The contractor is claiming that he only replaced the asphalt and that any settlement that is occurring is a result of the Authority's main repair work.

At the October 14 meeting with the contractor previously mentioned, the ponding problem was also discussed. Although we did not agree that the ponding was due to trench settlement, the Authority is considering options to alleviate the problem, which may include installing inlets to drain the water to a nearby storm sewer.

#### 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. The East Park Pump Station has been running on the new controls for approximately 2 weeks. The contractor is working on demolition of the old equipment and final site restoration. The contractor is waiting on the delivery of the new pumps and control panel for the Turnpike Pump Station.

#### 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 contractor is waiting for delivery of the new slide gates.

#### 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 painting work performed at 3 of the 4 stations is not acceptable and must be redone. The contractor has agreed to correct the deficiencies.

#### 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. Five bids were received on October 14. RTW Construction, Inc. submitted the low bid in the amount of \$667,155.00. Award is recommended.

#### Hartford Road Force Main Connection Replacement- Phase I

This project includes the replacement of approximately 3000' of 24" DIP force main in Hartford Road between Union Mill Road and the Route 38 ROW, and the installation of approximately 4000' of 2" PVC low pressure force main. Plans and profiles are being finalized and construction details added to the drawings. Specifications are also being drafted. Soil borings must be taken along the route to determine the ground water conditions and traffic control plans must be submitted to the County to obtain approval to perform the borings as well as the new force main installation.

Hartford Road WPCF Pump Station Upgrade

This project will include the installation of new pumps, level controls, VFD motor controls, piping and valves to facilitate by-passing of the station, and new ladder and bard screen basket at a pump station located at the treatment plant. We are preparing design drawings. The station is an integral part of the plant since it collects drainage from a number of facilities throughout the plant. There have been ongoing problems with the pumps and controls at the station. We will be installing a flow meter at the station to verify the influent flow and pump discharge flow rates. This information must be obtained to properly size the replacement pumps.

Well No. 3 Well Redevelopment and Pump Replacement

We are preparing bid documents for the redevelopment of the well, repair of the existing well pump and installation of the Authority's spare well pumps. We anticipate bidding the project in December 2016 so that the work can be performed during the winter water supply season.

Closed Session

A motion was made by Mr. Knight, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2016-10-112 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:50 p.m.

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

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

The meeting was re-opened at 8:15 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. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-10-113 Resolution Authorizing Release of Maintenance Bond for 2014 Sanitary Sewer Rehabilitation Project – MUA Contract No. 2014-10, 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. 2016-10-114 Resolution Authorizing Release of Maintenance Bond for 2014 Sanitary Sewer Lining Project – MUA Contract No. 2014-06, 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. 2016-10-115 Resolution Approving Change Order No. 3 for Contract No. 2015-19 Sanitary Sewer Rehabilitation, 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. 2016-10-116 Resolution Approving Acceptance of the FY-2016 Sanitary Sewer Rehabilitation Project and Initiating the Two Year Maintenance Period for MUA Contract No. 2015-19, 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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-10-117 Resolution Approving Change Order No. 1 Contract No. 2016-04 FY-2016 Cleaning and Video of Sanitary Sewer Mains Project, 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. 2016-10-118 Resolution Approving Acceptance of MUA Contract No. 2016-04 FY-2016 Cleaning and Video of Sanitary Sewer Mains Project, 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. 2016-10-119 Resolution Approving Award of Contract Following Receipt of Competitive Bids for MUA Contract No. 2016-03 – 50 hp Gear Drive Motor Units to Municipal Maintenance Co., Inc., 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. 2016-10-120 Resolution Approving Award of Contract Following Receipt of Competitive Bids for MUA Contract No. 2016-09 Grant Road and St. Andrews Drive Water Main Replacement, 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. 2016-10-121 Resolution Approving the Mount Laurel Municipal Utilities Authority to Offer an Incentive Under the State Health Benefits Program, 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. 2016-10-122 Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, 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 Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for August 2016 and Payment Plan Status Report for September 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 Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Requisition #564 in the Amount of 659,606.99 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. Knight, and seconded by Ms. Nardello, the Board unanimously approved Requisition #4508 in the amount of \$12,293.00 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 Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Requisitions #3483 through #3520 in the amount of \$382,540.76 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:**

Mr. Wiest noted that audit field work is complete and the exit conference was held today with only minor items discussed. The accompanying management discussion and analysis is being prepared by staff.

Mr. Wiest said that Neil Grossman will attend the November 25<sup>th</sup> meeting to discuss the financial position of the Authority based on the audit results.

Mr. Adler noted that a settlement has been reached with Pettinaro regarding the bonds that the MUA called for the Larchmont Shop-Rite project.

Following a motion made by Ms. Nardello, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:24 p.m.