

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

December 19, 2013

Chairperson Misselwitz 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:

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
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**

There were no members of the public in attendance.

**Minutes**

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board approved the minutes of the November 21, 2013 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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

**Developments/New Connections**

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-12-107, Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for Mountainview Subdivision Project, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

**Operations**

**Water System Summary**

Ms. Carolan reported that there is currently 85MG in the ground. Willingboro is off and we did not request a waiver due to operations but we did meet the minimum requirement.

Ms. Carolan noted that it took DEP two weeks to remove the non-compliance violation received due to not submitting the October reports even though they were submitted in a timely fashion. We will continue to send the reports via certified mail as in the past, but for the future are also sending the reports by regular mail and e-mail as well.

#### Wastewater System Summary

Ms. Carolan reported that there are 5 pumping stations currently operating outside of normal parameters. In addition, Ms. Carolan noted that two valves were installed on the sewer force main on Moorestown – Mt. Laurel Rd for better isolation of breaks in that vicinity. She added that at the plant, only two of the four sludge transfer pumps are operational and the other two are still being repaired.

#### **Presentation of Engineer's Status Report**

##### 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. The Authority is reviewing the final set of plans and specifications.

##### Orchard Sanitary Sewer Pumping Station Site Work

No change in status.

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 the contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority's November 21<sup>st</sup> meeting. The preconstruction meeting was held on December 11<sup>th</sup>.

Only limited construction work will take place until the UV equipment is delivered in four to five months.

##### Holiday Village East Pumping Station Improvements

Mr. Trice reported that the Project includes the replacement and relocation of electrical equipment.

Mr. Trice noted that the contract was awarded to B&H Contracting, Inc., the low bidder in the amount of \$165,890.00 at the Authority's September meeting.

The new variable frequency pump drive will be delivered January 15<sup>th</sup>. At that time the contractor will return to the site to complete the remainder of the contract work.

##### 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.

Mr. Trice noted that the contract was awarded to South State, Inc., the low bidder in the amount of \$219,988.45 at the Authority's September meeting.

The contractor has completed installation of the water main. Reconnection of the water services remains to be completed.

81 Elbo Lane Building Modifications

Mr. Trice said that architectural drawings for construction of ADA compliant bathrooms were provided to the Authority for use in obtaining a building permit.

Mr. Adler reported that the HVAC installation was complete. We are waiting for the Township inspection. We have also submitted an application for Tenant fit-Out.

Hooten Road Water Main Replacement

Mr. Trice reported that plans and specifications for the replacement of approximately 100 LF of deteriorated water main on Hooten Road near the Authority's pumping station were provided to Authority personnel for review.

Well No. 6 VFD Installation

Mr. Trice reported that due to ongoing problems with the existing reduced voltage motor starter associated with the well pump we are preparing plans and specifications for its replacement with a variable frequency drive motor starter. The contract will also include the installation of a new flow meter.

Plans and specifications have been forwarded to Authority personnel for review.

85 Elbo Lane and Fostertown Tank Electrical Upgrades

Mr. Trice reported that 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. The plans and specifications are substantially complete and will be forwarded to the Authority for review.

**Closed Session**

A motion was made by Mr. Smith, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2013-12-108 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:27 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 6:31 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Knight and with unanimous agreement from Mr. Misselwitz, Mr. Smith, Ms. Nardello and Mr. Knight.

**Contracts**

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2013-12-109 Resolution Approving Change Order No. 1 to Contract No. 2013-09 (West Berwin Way Water Main Replacement) in the amount of \$7,651.73 Resulting in an Increased Contract Amount to \$227,640.18, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-12-110 Resolution Approving Change Order No. 1 to Contract No. 2013-15 (Design & Installation of HVAC System at 81 Elbo Lane) in the amount of \$3,375.00 Resulting in an Increased Contract Amount to \$74,491.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2013-12-111 Resolution Awarding Contract for Worker's Compensation Insurance Coverage to New Jersey Manufacturers in the Amount of \$204,259.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2013-12-112 Resolution Authorizing Release of Maintenance Bond for Water Main Replacement – Contract No. 2008-02-B, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

**Accounting and Financial**

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

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Requisition #530 in the amount of \$378,956.58 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, 1 absent

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved Requisition #4201 through #4209 in the amount of \$58,986.04 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Requisition #2476 through #2494 in the amount of \$186,791.04 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, 1 absent

**Comments:**

Mr. Wiest noted that the on line payments launch has been pushed back to February.

Mr. Wiest also noted that the bugs are still being worked out of the ebilling.

Following a motion made by Mr. Smith, seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 6:43 p.m.