

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

February 18, 2016

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:03 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Chairman
John Francescone	Vice Chairman
Elwood Knight	Secretary
Cheryl Coco-Capri	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.

Closed Session

A motion was made by Mr. Francescone, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2016-02-12 to close the meeting to discuss Reorganization, which is exempt from open meetings under the Sunshine Law, at 7:04 p.m.

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

Reorganization – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:06 p.m., following a motion made by Mr. Knight, and seconded by Mr. Francescone and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith and Mr. Knight.

Annual Appointments

Mr. Knight nominated Mr. Smith for the position of Chairman of the Mt. Laurel Township Municipal Utilities Authority and Mr. Francescone seconded same, with unanimous votes from Mr. Knight, Mr. Francescone, Mr. Smith and Ms. Capri.

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

Mr. Smith nominated Mr. Francescone for the position of Vice Chairman of the Mt. Laurel Township Municipal Utilities Authority and Ms. Capri seconded same, with unanimous votes from Mr. Knight, Mr. Francescone, Mr. Smith and Ms. Capri.

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

Mr. Francescone nominated Ms. Capri for the position Secretary of the Mt. Laurel Township Municipal Utilities Authority and Mr. Smith seconded same, with unanimous votes from Mr. Knight, Mr. Francescone, Mr. Smith and Ms. Capri.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

Public Comment

None.

Minutes

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved the minutes for the January 21, 2016 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Annual Appointments

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-13 Resolution Establishing Regular Meetings of the Mount Laurel Township Municipal Utilities Authority (with one change of September meeting to 9/22/16), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-14 Resolution Designating the Official Newspaper of the Mount Laurel Township Municipal Utilities Authority (**Burlington County Times**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-15 Resolution Designating Depositories and Signatories for the Cash Management Plan, with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-16 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (**Sun National Bank**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
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. 2016-02-17 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (**Wells Fargo Bank**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-18 Resolution Designating Depository of the Mount Laurel Township Municipal Utilities Authority (**Citizens Bank**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-19 Resolution Designating Depository of the Mount Laurel Township Municipal Utilities Authority (**New Jersey Cash Management Fund**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-20 Resolution Authorizing the Appointment of Solicitor for the Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-21 Resolution Authorizing the Appointment of Labor Counsel for the Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-22 Resolution Authorizing the Appointment of Bond Counsel for the Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-23 Resolution Authorizing the Appointment of Special Counsel Services for the Mount Laurel Township Municipal Utilities Authority – NJAWC Rates/Contracts (**Fornaro Francioso, LLC**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-24 Resolution Authorizing the Appointment of Consulting Engineer for the Mount Laurel Township Municipal Utilities Authority (**Alaimo Group**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-25 Resolution Authorizing the Appointment of Governmental Accountant/Auditor for the Mount Laurel Township Municipal Utilities Authority (**Bowman & Company, LLP**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-26 Resolution Authorizing the Appointment of Financial Advisor for the Mount Laurel Township Municipal Utilities Authority (**GB Associates**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-27 Resolution Authorizing the Appointment of Certified Laboratory Services for the Mount Laurel Township Municipal Utilities Authority (**Eurofins QC, Inc.**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-28 Resolution Authorizing the Appointment of Certified Laboratory Services for the Mount Laurel Township Municipal Utilities Authority (**Garden State Labs, Inc.**), with affirmative votes from Mr. Francescone, Mr. Knight, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-02-29 Resolution Authorizing the Appointment of Public Hearing Officer for The Mount Laurel Township Municipal Utilities Authority (**Parker McCay**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-30 Resolution Authorizing the Appointment of Human Resources Trainer for The Mount Laurel Township Municipal Utilities Authority (**Brown & Connery, LLP**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-31 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Environmental Resolutions, Inc.**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-32 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**T & M Associates**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-02-33 Resolution Authorizing the Qualifications of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**Certified Health & Safety Services, LLC**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-34 Resolution Authorizing the Qualifications of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**Made of Steel Safety**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-35 Resolution Authorizing the Appointment of Occupational Medical Provider for the Mount Laurel Township Municipal Utilities Authority (**Virtua at Work**), with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Developments/New Connections

No Resolutions.

Operations

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-02-36 Resolution Approving Renewal of Mount Laurel MUA 2016 Water Conservation Guidelines, with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Water System Summary

Ms. Carolan reported that there have been 2 water main leaks since the last meeting.

Ms. Carolan also noted that the ASR work has been finished and we are back in re-charge mode.

Ms. Carolan said that Willingboro is far enough along in their repair work to be able to put us back on to our normal water supply.

Ms. Carolan added that a sludge line at the Elbo Plant became clogged so a tank is being taken out of service so the pipe blockage can be cleared.

Wastewater System Summary

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

Ms. Carolan noted that there was a sewer main collapse on 1/29 at Rt. 73 & Ramblewood Parkway. The gravity line has been deteriorating over time but has been exacerbated by the Wyndham Hotel – we have been working with them to relocate their line so this particular line can be abandoned. There is a band aid repair in place for now.

Ms. Carolan said PFC#2 experienced additional operational problems last week; the shear pin did not break when overloaded, as a result the arm was bent. She added that staff have now removed the trough brushes as a temporary preventative measure. This tank was slated for a complete rehab in FY18; however, that schedule may be stepped up.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Orchard Pumping Station Site Work

This project included drainage improvements, paving, painting of existing structures and fence replacement at the Orchard Pump Station, and drainage and paving work at 81 Elbo Lane. Ricky Slade Construction, Inc. was awarded the contract in the amount of \$142,215.50 at the Authority's August 2015 meeting. All work has been completed except for submission of as-built drawings.

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. Revised as-built drawings which were submitted February 12, are being reviewed. The contractor's request for costs associated with extra

work and Authority back charges must be negotiated/resolved before the project can be closed out. Minor punch list remains to be completed.

Library Pump Station Force Main Replacement

This project includes re of approximately 1,450 LF of 6" force main from the Library Pump Station to the NJ Turnpike crossing. Plans were forwarded to the Authority for review. A wetlands permit has been approved by DEP. We are currently evaluating the constructability of the new force main in the existing easement through wetlands as well as other alignments through the Township's property. Due to restrictions imposed by the Turnpike Authority the design will be revised to limit work within the township's right of way.

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 is May 12, 2016. The contractor continues with the fabrication of new control cabinets and programming the new equipment. Factory acceptance testing is scheduled for the first or second week in March.

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. Birchfield Pump Station has been started up and Timbercrest Pump Station is being started up today. Demolition of old equipment at both stations remains to be completed and PSE&G must still install the new electric service at Timbercrest Pump Station.

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 plans and specifications are substantially complete and have been forwarded to the Authority for review. Due to the large number of utilities in the roadway the new main will be installed under the sidewalk. Typically, it is not possible to replace concrete sidewalks during cold winter months. As a result, the Authority has decided to delay the project schedule so that the construction work is taking place in warmer temperatures and sidewalks can be immediately replaced. This will avoid costs associated with temporary sidewalk restoration.

Pump Station Evaluations

This project includes performing a structural and coating condition assessment of four underground steel can-style sewage pump stations. The assessment will determine the thickness of the steel walls, floor and ceiling of the structure and the condition of the coating (paint) and cathodic protection systems. The subconsultant's inspection reports were used to prepare station assessment reports, which contain recommendations for needed rehabilitation work. The assessment report has been finalized and forwarded to the Authority for review.

Wharton Road Water Main Replacement

This project was fast tracked due to the number of breaks during the summer of 2015. Approximately 240' of 8" main is included in the project scope. Bids were received on September 10, 2015. DSC Construction Inc. submitted the low bid in the amount of \$147,242.00. The contract was awarded at a special meeting held on

September 11, 2015. The new main is installed and in service. A leak developed at one of the service connections which the contractor will repair shortly. Punch list items remain to be completed.

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. Bids were received on February 17th. Three bids in the amounts of \$215,000, \$245,000 and \$281,844 were received. Award is recommended to the low bidder, MJF Electrical Contracting, Inc. in the amount of \$215,000.

Well No. 7 Redevelopment and Pump Repair

This project includes the redevelopment of the well and repair of the well pump. The contractor will install a spare well pump which the Authority has stored at 81 Elbo Lane. The repaired pump will be returned to the Authority for future use. The contractor has completed the well redevelopment and pump repair work, and the well is in service. The Authority is having problems with the well pump VFD and is coordinating with the contractor to determine the cause.

Hartford Road WPCF UV Tank Slide Gate Replacement

The influent and effluent slide gates in the channel which contains the original UV disinfection equipment from 1996 have deteriorated, don't seal completely and need to be replaced. The existing manually operated slide gates will be replaced with motor operated gates. A wood shed constructed by Authority personnel that covers the old and new UV systems electrical equipment will also be demolished and replaced with a structure meeting current building codes. Design work is ongoing.

Hunters Pump Station Evaluation

We have been authorized to evaluate the condition and capacity of the station and provide recommendations for its upgrade or replacement. Factors that will be considered include the structural condition of the wet well and dry well, condition of mechanical equipment, capacity of the station in terms of the wet well size and pumping capability and condition of ancillary equipment and site constraints.

The Authority has authorized Alaimo to start work on the following projects:

1. Demolition of old blower building at Hartford Road WPCF. This project will include the relocation of electrical equipment in the existing building, demolition of the building and construction of butler type building in the same location.
2. Replacement of approximately 1,900 LF of 6" force main from the Laurelwood Pumping Station to the discharge manhole which belongs to Cherry Hill Township. The project will necessitate working in existing easements in the rear yards of multiple properties in Mount Laurel as well as property owned by Cherry Hill Township.
3. Replacement of approximately 990 LF of 6" water main with 8" water main and 350 LF of 10" DIP water main with heavier wall DIP on Grant Avenue. Project also includes the replacement of multiple valves and hydrants on Grant, Cornwallis and Amsterdam.
4. Replacement of approximately 1,140 LF of 4" water main with 6" water main on South St. Andrews Drive from Ramblewood Parkway to the end of St. Andrews Court.
5. Painting of interior and exterior surfaces and piping at the Amberfield, College, Holiday Village East and Stonegate pumping stations.
6. Correction of 2 drainage problems at the Hartford Road WPCF. One is located adjacent to the Maintenance Building and the other is between the UV and Orbal tanks.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2016-02-37 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:35 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 8:17 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith and Mr. Knight.

Contracts

Following a motion made by Mr. Francesone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-02-38 Resolution Approving Release of Maintenance Bond for Holiday Village East Pumping Station Improvements Project – Contract No. 2013-06, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-02-39 Resolution Approving Award of Contract No. 2015-18 for the Mount Laurel East Park and Turnpike Level Control Upgrades to MJF Electrical Contracting Inc. in the Amount of \$215,000.00, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Accounting and Financial

Following a motion made by Mr. Francescone and seconded by Ms. Capri, the Board unanimously approved the Treasurer’s Report for December 2015 and Payment Plan Status Report for January 2016, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Requisition #556 in the Amount of \$782,149.00 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

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

No Acquisition and Construction Bills This Month.

Following a motion made by Mr. Knight and seconded by Ms. Capri, the Board unanimously approved Requisition #3212 through #3239 in the amount of \$446,255.99 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Comments:

Ms. Carolan noted that 22 engineering students from the Environmental Sustainability program at Seneca HS toured the Hartford and Elbo plants. This is a pilot program in the Lenape district and Ms. Carolan said the students were very enthusiastic. The instructor intends to visit again next year with the next class.

Ms. Carolan noted that Evesham Council introduced resolution to dissolve the MUA on February 8th.

Mr. Wiest noted that he is bidding for lawn services with award intended in March.

Mr. Adler noted that our pump station corrosion control company took a quick look at the excavated pipe from the 212 Hartford Rd leak and believes that the corrosion is being caused by stray current.

Following a motion made by Mr. Francescone, seconded by Ms. Capri, and with unanimous agreement from the members, the meeting was adjourned at 8:40 p.m.