

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

April 21, 2016

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:10 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
Elwood Knight	Member
Geraldine Nardello	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

None.

Minutes

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved the minutes for the March 17, 2016 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Ms. Capri.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-46 Resolution Approving Release of Certain Minutes of Closed Session Authority Board Meetings for Months July 2014 to June 2015 (FY15), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Ms. Capri.

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

Developments/New Connections

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2016-04-47 Resolution Approving Release of Performance Bonds for Laurel Green Project Phases I & II, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

Total votes: 5 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. 2016-04-48 Resolution Approving Release of Maintenance Bonds for Regency Place (aka Westin – Fellowship Road), with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone 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 Resolution No. 2016-04-49 Resolution Approving Release of Performance and Maintenance Bonds for The Learning Experience, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-50 Resolution Approving Release of Performance and Maintenance Bonds for American Skating Performance, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-51 Resolution Approving Release of Performance and Maintenance Bonds for 300 Fellowship Road, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-52 Resolution Approving Release of Performance and Maintenance Bonds for Holman BMW and Cadillac Parking Lot Expansion Project, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-53 Resolution Approving Release of Performance and Maintenance Bonds for The Tender Project, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Operations

Water System Summary

Ms. Carolan noted that there have been 3 main breaks and 3 hydrants out of service, since the last meeting.

Ms. Carolan reported that the valve maintenance program started on 4/11/16 – some leaks are expected and the program has already caused two leaks due to bad bolts; however, the staff is prepared to handle it.

Wastewater System Summary

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

Ms. Carolan noted that there was a significant force main break at 3 locations along Hartford Road. See Engineer's Status Report for details of the break. Ms. Carolan added that Authority staff is meeting with engineers from Alaimo Associates tomorrow to discuss a plan and obtain feedback. Ms. Carolan noted that sewage had to be trucked and we had a hard time getting haulers as only a dozen trucks were available – there were spills at the 3 breaks, and other locations and sewage was pumped into the solar fields at Ramblewood. No drinking water was affected.

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. Acceptance of project and release of the Performance Bond is recommended.

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 dated February 12, were reviewed and found acceptable; however, GIS information still needs to be submitted. The contractor's request for additional compensation must be resolved before the contract can be closed out.

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. An alternate alignment for the replacement force main through Township property is being evaluated.

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. All work, except for the proposed change order work, should be completed at the Hartford Road plant within 2 weeks. The contractor will then start work at the Elbo Lane Water Treatment Plant.

The contract required that the existing Remote Terminal Units (RTU), which are located in 6 buildings throughout the Hartford Road plant be replaced. A RTU is a remotely located microprocessor that serves as the interface between remotely located equipment and the Supervisory Control and Data Acquisition (SCADA) system, which is located in the main control room. One of the existing RTU's to be replaced, which is located in the grit building provides the interface between the new SCADA system and the grit removal equipment (Teacups) at the head of the plant. When the contractor powered down the existing RTU to switch control of the Teacups over to the new RTU, the valves on the influent lines to the Teacups automatically closed. Closing these valves prevented any flow from entering the plant. This in turn caused an abrupt change in the direction of flow and a pressure surge or wave propagated in the force main from the plant back into the system. The pressure surge caused the force main to break at 3 locations along Hartford Road. It is believed that the breaks occurred at locations where the force main wall thicknesses were reduced due to ongoing corrosion.

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. Scalfo 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 modified stations are in operation. Authority personnel have requested that the backup pump float controls at the Birchfield pump station be modified to control both pumps. A meeting needs to be scheduled with Authority personnel and the contractor to discuss possible control modifications. Punch list items and electrical as-built drawings remain 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. We are revising the plans and specifications to incorporate the Authority's comments. The contract should be ready for advertisement within 2 weeks.

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. Striping of the parking stalls needs to be completed and as-built drawings submitted.

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 contractor has started work at the Turnpike pump station.

Well No. 7 Redevelopment an Pump Repair

This project included the redevelopment of the well and repair of the well pump. A contract in the amount of \$81,800.00 was awarded to A.C. Schultes at the Authority's November 19, 2015 meeting. The contractor has installed a spare well pump which the Authority had stored at 81 Elbo Lane. The contractor has completed the well redevelopment and pump repair work, and the well is in service. The refurbished pump needs to be returned to the Authority.

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. Two bids were received for this project on April 19th. The low bid in the amount of \$138,169.00 was submitted by KRS Services, Inc. KRS has satisfactorily completed work for the Authority in the past and there are no deficiencies in their bid; therefore, we recommend award of the contract to KRS Services, Inc.

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. Two bids were received for this project on April 19th. Pro-Spec Painting, Inc. submitted the low bid in the amount of \$77,080.00. Pro-Spec has satisfactorily completed work for us in the past and there are no deficiencies in their bid proposal; therefore, we recommend award of the contract to Pro-Spec Painting, Inc.

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. The project is scheduled to be advertised for bids in July 2016.

Hartford Road WPCF Drainage Improvements

We have been authorized to prepare plans and specs to correct drainage problems at 3 isolated areas at the plant. Survey work has been completed and design work is ongoing.

Closed Session

A motion was made by Ms. Nardello, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2016-04-54 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:49 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:51 p.m., following a motion made by Mr. Knight, and seconded by Ms. Capri and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith, Ms. Nardello and Mr. Knight.

Contracts

Following a motion made by Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-04-55 Resolution Rejecting Bids Following Receipt of Competitive Bids for Lawn Care and Landscaping Contract 2016-01, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2016-04-45 Resolution Authorizing Entry into a Shared Services Agreement with the Township of Mount Laurel to Provide Lawn Maintenance Services for Mount Laurel Municipal Utilities Authority, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-56 Resolution Approving Change Order #1 for Contract No. 2014-21 Hartford Road WPCF and Elbo Lane WTP SCADA in the amount of \$14,418.00 resulting in an adjusted contract amount of \$703,123.00, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-04-57 Resolution Approving Orchard Pump Station Site Improvements & 81 Elbo Lane Paving Improvements and Initiating the Two-Year Maintenance Bond Period for Contract 2013-12, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2016-04-58 Resolution Approving Award of Contract following receipt of competitive bids Contract No. 2015-22 Ultraviolet Disinfection Equipment for Hartford Road Water Pollution Control Facility in the amount of \$138,169.00 to KRS Services, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-59 Resolution Approving Award of Contract following receipt of competitive bids Contract No. 2016-02 FY-2016 Pump Station Painting in the amount of \$77,080.00 to Pro Spec Painting, Inc., with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Accounting and Financial

Discussion Regarding 2016 Appropriation to Mount Laurel Township – this discussion was tabled by the Board.

Discussion of Authority Water & Sewer Budgets - this discussion was tabled by the Board.

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-04-60 Resolution Authorizing Sale of Solar Renewable Energy Credits (SREC's), with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone and seconded by Ms. Nardello, the Board unanimously approved the Treasurer's Report for February 2016, with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello, Mr. Francescone 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 #558 in the Amount of \$1,069,226.07 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Following a motion made by Ms. Capri and seconded by Ms. Nardello, the Board unanimously approved Requisitions #3276 through #3310 in the amount of \$353,394.93 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Comments:

Ms. Carolan noted that Bring your Child to Work Day is next Thursday and there are about 15 children participating.

Ms. Carolan noted the next Board meeting is 4/28/16 at 7 p.m.

Mr. Wiest noted that Becki Alessandrine submitted her resignation effective 4/27/16. Her duties will be reviewed, the position will be evaluated and possibly restructured.

Following a motion made by Ms. Nardello, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:09 p.m.