

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

September 24, 2015

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
Elwood Knight	Secretary
Geraldine Nardello	Member
Cheryl Coco-Capri	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
Robert Adler	Operations Engineer
Brian Scott	Safety/Human Resources Director
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 Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved the minutes for the August 20, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri, Mr. Francescone and Ms. Nardello.

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 the minutes for the September 11, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri, Mr. Francescone and Ms. Nardello.

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

**Developments/New Connections**

None.

**Operations**

**Water System Summary**

Ms. Carolan reported that there have been 4 water main breaks since the last meeting. She added that the leaks at 302 Fellowship will be the responsibility of the former owner who did not properly disconnect from our water system during demolition 10 years ago.

Ms. Carolan added that she received positive feedback from the dentist who's service was interrupted several times to fix the 302 Fellowship leaks; the Authority performed a substantial amount of work either prior to or after the dentist's normal business hours so that Dr. Sadiq could continue to see patients on schedule.

#### Wastewater System Summary

Ms. Carolan reported that on Hillside Lane, sewage was backing up into a customer's home; they had a plumber come out and initially thought the problem was in the main, but it was the homeowner's lateral.

Mr. Adler said that it finally was determined that the problem was a break in the lateral which caused dirt to back up into the main.

Ms. Carolan also reported a force main break today in Laurelwood pipe at the Mt. Laurel, Cherry Hill border which is causing us to have to truck sewage – 400 homes and 60 businesses are in the affected area.

Mr. Carolan noted that the peripheral feed clarifier start up today was a problem – the arm goes caught on the scum beach and the contractor is coming out tomorrow to work on it.

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

Mr. Trice presented the report.

#### Orchard Pumping Station Site Work

This project includes 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. The preconstruction meeting was held on September 23 and the contract completion date is November 26, 2015.

#### Elbo Lane WTP Clarifier Improvements

The project included installation of ventilation equipment in the clarifiers, replacement of sludge control valves, guide rails and pump retrieval systems, and installation of local on/off pushbutton controls. This contract, in the amount of \$230,000.00 was awarded to Level-1 Construction at the Authority's November 2014 meeting.

Revisions to electrical as-built drawings are the last remaining item of work.

#### Country Lane Water Main Installation and Hunter's Pump Station Force Main Replacement

This project was for the installation of 1,000 LF of 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 contractor has completed the installation of the water main and the sanitary sewer force main. Punch list items remain to be completed.

#### Library Pump Station Force Main Replacement

We are preparing bid documents for the replacement of the Library pump station force main, which consists of approximately 1,450 LF of 6" force main. Estimated construction cost is \$337,000. The Authority completed test pits that were needed to determine the location and depth of the force main. A wetlands delineation and permit application are being prepared. Plans and specs are being finalized. The project will be advertised for bids in October and awarded at the Authority's November meeting.

#### Amsterdam Road Water Main Replacement

This project was for the replacement of approximately 1,700 LF of 6" water main and addition of a fire hydrant in Amsterdam Road. A contract, in the amount of \$337,050.00 was awarded to South State, Inc. at the Authority's December 18, 2014 meeting. The contractor has completed the new water main installation and replacement sanitary force main. A few punch list items remain to be completed.

#### Hartford Road Final Clarifier No. 1 Rehabilitation

This project includes the replacement of the scum and sludge collection mechanism, the effluent weir cleaning system and lining the effluent trough. The existing scum and sludge collector mechanism jammed and various structure members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. The contract, in the amount of \$396,997.00 was awarded to Blooming Glen Contractors at the Authority's February meeting. The clarifier is being started up today.

#### 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. Notice to proceed was issued September 15, 2015 and the contract completion date is May 12, 2016.

#### Birchfield and Timbercrest Pump Stations Level Control System Upgrades

Plans and specs are being finalized for the replacement of the electrical equipment that measures the level in the wet well and controls the operation of the pumps to maintain acceptable levels. Scalfio Electric, Inc. was awarded the contract in the amount of \$235,000.00 at the Authority's August 2015 meeting. Notice to proceed was issued September 15, 2015 and the contract completion date is February 12, 2016.

#### 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 coordinating with Authority personnel to address various design and construction related issues. The replacement main may need to be located in the sidewalk area due to numerous utilities already in the roadway. Plans and specs are being finalized and will be forwarded to the Authority next week.

#### Pump Station Evaluations

A contract has been awarded to a firm to perform the 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) system. The measured wall thickness will be compared to the original thickness when the station was installed and the remaining useful life estimated. The preliminary assessment report has been submitted; however, it is incomplete and must be revised and resubmitted.

#### Wharton Road Water Main Replacement

Bids were received on September 10, 2015 for replacement of approximately 200' of 8" water main. 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. Construction work is ongoing.

#### Force Main Repair

This project includes the replacement of the emergency repair made on the 24" force main in Hartford Road in January 2014. The pipe and pipe sleeves installed during the emergency repair will be replaced with new sections of ductile iron pipe. A 24" inoperable valve on the force main in Hartford Road will also be replaced when the pipe is repaired. The pipe repair and valve replacement will require the main to be shut down.

#### 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. A meeting was held with Authority personnel on September 17 to discuss the scope of work.

#### Well No. 7 (ASR) 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.

### **Closed Session**

A motion was made by Ms. Nardello, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2015-09-101 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:29 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 7:43 p.m., following a motion made by Ms. Nardello, 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 Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-09-102 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Property Insurance Coverage Through the American Alternative Company in the Amount of \$153,930.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-103 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Cyber Liability Insurance Coverage Through CSC/Lloyds of London in the Amount of \$3,500.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-104 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Boiler and Machine Insurance Coverage Through the Hartford Steam Boiler Company in the Amount of \$15,217.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-105 Resolution Authorizing Appointment of Willis of New Jersey, Inc. to Provide Public Officials Liability Insurance Coverage Through the Darwin National Insurance Company in the Amount of \$15,095.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-106 Resolution Authorizing Sale of Solar Renewable Energy Credits (SREC's), with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-107 Resolution Awarding Contract No. 2015-12 for the Purchase of Generator, Transfer Switch & Fuel Tank Equipment at Mason Creek Pumping Station and at Turnpike Pumping Station to Lance Electric, Inc. in the Amount of \$55,400.00 with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-108 Resolution Awarding Contract No. 2015-13 for the Acquisition of a new Gear Drive for a 50hp Motor for the Orbal Aerator Motor at Hartford Road Water Pollution Control Facility to Municipal Maintenance Company, Inc. in the Amount of \$28,395.00 with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-109 Resolution Approving Change Order No. 3 in the Amount of \$3,832.50 to Contract No. 2014-08 for Elbo Lane Water Treatment Plant Clarifier Improvements Resulting in an Adjusted Contract Amount of \$240,131.75 with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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. 2015-09-110 Resolution Authorizing Acceptance of the Sanitary Sewer Rehabilitation Project and Release of Maintenance Bond for Sanitary Sewer Rehabilitation Project – Contract No. 2009-07 with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

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

### **Accounting and Financial**

Following a motion made by Mr. Francescone and seconded by Ms. Nardello, the Board unanimously approved the Treasurer's Report for July 2015 and Payment Plan Status Report for August 2015, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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 Requisition #551 in the Amount of \$508,883.08 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

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

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Requisition #4480 through #4489 in the amount of \$2,774.10 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello 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 Requisition #3036 through #3068 in the amount of \$427,998.27 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

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

### **Comments:**

Ms. Carolan reported that the Fall Festival went well.

Chairman Smith thanked the Authority employees for a job well done.

Ms. Carolan also reported that hydrant flushing begins next Tuesday and will continue 24 hours a day, 7 days a week and will take 3 weeks to complete.

Mr. Adler noted that he gets asset management information on hydrant flushing through the GIS which helps the Fire Department with the fire rating for the municipality.

Ms. Carolan said that 81 Elbo is now officially a voting polling location.

Chairman Smith commended staff for the amicable cooperation with the Township.

Following a motion made by Mr. Knight, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 7:56 p.m.