

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

January 19, 2017

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 (via telephone)
Elwood Knight	Member

Also in attendance were:

Kelly Grant	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Brian Scott	Safety & HR 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

There was no public comment

Minutes

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved the minutes for the December 15, 2016 Regular Meeting, with affirmative votes from Ms. Nardello, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Capri.

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

Developments/New Connections

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2017-01-01 Resolution Authorizing Release of Performance Bond for Briggs Offices, LLC at 2055, 2057, 2059, 2061 Briggs Road, 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. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2017-01-02 Resolution Authorizing Release of Performance Bond for the Funplex at 3320 Route 38, 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 Ms. Nardello, the Board unanimously approved Resolution No. 2017-01-03 Resolution Recommending finding the Applicant/Developer in Default of Project Construction Obligations for the Hilton Garden Inn at 4000 Atrium Way, 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. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2017-01-04 Resolution Authorizing the Maintenance Bonds Associated with the Dunkin Donuts Project at 3330 Route 38 to Expire, 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

Operations

Water System Summary

Ms. Carolan noted that there have been 7 main breaks since the last meeting.

Ms. Carolan noted that the Elbo Lane plant has been off this month due to allocation; preventive maintenance is taking place.

Ms. Carolan said that we passed the DEP compliance inspection on the ASR well from November.

Wastewater System Summary

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

Ms. Carolan said there was a force main break in Birchfield which is budgeted for replacement in FY2018 or 2019 but may need to be postponed due to budget and paving coordination.

Ms. Carolan noted that there was a DEP compliance inspection in November for the sewer plant covering about 65 or 70 items – all passed.

Ms. Carolan said there are problems with the teacups at the plant – 1 is fully clogged and part of the system froze and damaged the components. There will be no grit removal at all until the repairs are made. Also, the influent sample line froze which meant adjusting the reporting schedule. One primary tank is down due to electrical problems. In addition, a line for the press building froze. There are also problems with the UV system.

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, approximately 1,800 LF of 4" pipe. A 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 drawings and GIS information is now complete and we can begin the process to close out the contract.

Ms. Carolan added that on 1/17/17 a service line connection began leaking. The MUA made temporary repairs, and MUA investigation indicates that the leak was due to faulty work by DSC so DSC completed the final repairs.

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. The new SCADA systems are running

at both plants. The Authority has decided not to install a fiber optic line between Elbo Lane WTP and the engineering offices.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

This project included replacement of the control systems and other electrical equipment at the Authority's Birchfield PS and Timbercrest PS. Scolfo 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 has been submitted and are being reviewed. We anticipate closing out the contract at the February meeting.

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 contract in the amount of \$414,000.00 was awarded to DSC Construction, Inc. at the Authority's June 16, 2016 meeting. All water main work has been completed. Curb, sidewalk and temporary restoration has also been completed. Final paving and other restoration work will be completed after trench settlement has occurred and weather permits.

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. The contractor will be given a deadline to submit acceptable as-built information. If acceptable as-built information is not submitted our office will complete the work and the cost will be deducted from the contractor's last payment.

Another contractor, Coastline Construction was hired to correct the water ponding. On December 14, 2016 Coastline milled, regraded and repaved the area where water was ponding at the location of a previous water main break. The repaving corrected some of the ponding problem, however there are still areas that do not drain. We are investigating other methods to correct the problem.

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, 2016 meeting. All work at the East Park station has been completed. New controls were installed at the Turnpike Station and the new pumps will be installed next week.

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 new slide gates have been installed and the UV system is in operation. SCADA modifications for control of the gates, inspection of the gates by the manufacturer and minor electrical work remains to be completed.

FY-2016 Pump Station Painting

The scope of this project included 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. All work has been completed. The project will be closed out next month.

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. RTW Construction, Inc. was awarded the contract in the amount of \$667,155.00 at the October 2016 meeting. The Authority has advised Mount Laurel Township of some storm water piping problems near the intersection of Grant & Amsterdam, which must be addressed prior to final paving by RTW. A meeting is scheduled for January 23 to discuss the project schedule.

Hartford Road Force Main Connection Replacement- Phase I

This project includes the replacement of approximately 2500' of 24" DIP force main in Hartford Road between Union Mill Road and the Route 38 ROW, and the installation of approximately 2300' of 2" to 2 1/2" PVC low pressure force main. The contract drawings are approximately 90% complete and the specs are approximately 80% complete.

Corr Pro, the corrosion specialist, has completed all sampling and soil testing work. They will have to complete the interference testing for the force main on Elbo Lane where it runs parallel to Colonial Pipeline's gas main.

The Treatment Works Approval application was completed and submitted to NJDEP for review and approval. A meeting with NJDEP is scheduled for January 25th. We anticipate being ready to advertise for bids by March 1.

Hartford Road WPCF Pump Station Upgrade

This project will include the replacement pumps, controls and other equipment at a pump station located at the treatment plant. 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. Plan and specs are 80% + complete. We anticipate advertising for bids next month.

Well No. 3 Well Redevelopment and Pump Replacement

This project includes the redevelopment of the well and rehabilitation of the well pump. The contractor will install a previously rehabilitated spare well pump which the Authority has stored at 81 Elbo Lane. The repaired pump will be returned to the Authority for future use. Bids were received on January 12. Steffen Drilling, LLC was the low bidder in the amount of \$66,855.00. Award is recommended.

Atrium Pump Station Upgrade

A site visit was held with Authority personnel to discuss the scope of work (SOW). The SOW includes primarily electrical upgrades similar to those recently completed at other stations. We are reviewing previous flow records and installed equipment capacities to determine if they are adequate for current and future flow conditions. Once that is complete we will begin the detailed design of the new equipment.

Hartford Road Clarifier Fall Protection Equipment

We are preparing plans and specs for the installation of a fall protection system that will protect employees from falling from the top of the peripheral feed clarifier outside wall when cleaning the effluent trough which runs around the perimeter of the tank.

Liberty Road and Lincoln Drive Water Main Replacements

The Authority has included the replacement of a portion of the water main in Liberty Road and all of the main in Lincoln Drive in their FY2017 Capital Budget. Survey work will start within the next two weeks.

Closed Session

A motion was made by Ms. Capri, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2017-01-05 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:37 p.m.

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

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

The meeting was re-opened at 7:45 p.m., following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith, Mr. Knight and Ms. Nardello.

Contracts

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2017-01-06 Resolution Authorizing the Award of a Contract with Met Life Financial Company to Provide Dental Insurance Coverage Effective February 1, 2017, 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. 2017-01-07 Resolution Authorizing the Award of a Contract with Met Life Insurance Company to Provide Life, Accidental Death and Dismemberment and Long Term Disability Insurance Coverage Effective February 1, 2017, 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 Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2017-01-08 Resolution Authorizing Award for Contract 2016-12 Well No. 3 Redevelopment and Pump Repairs, in the amount of \$66,855 to Steffen LLC 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. Francesone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2017-01-09 Resolution Approving Change Order No. 1, MUA Contract No. 2015-09 Saint David Drive Water Main Replacement 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 Ms. Capri, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2017-01-10 Resolution Authorizing Release of Maintenance Bond for West Berwin Way Water Main Replacement MUA Contract No. 2013-09, 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 Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2017-01-11 Resolution Authorizing Release of Maintenance Bond for Liberty Road Water Main Replacement MUA Contract No. 2014-09, 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. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2017-01-12 Resolution Authorizing Sale of Solar Renewable Energy Credits (SREC's), 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. Francescone, and seconded by Ms. Capri, the Board unanimously approved the Treasurer's Report for November 2016 and Payment Plan Status Report for January 2017, 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. Capri, the Board unanimously approved Requisition #567 in the Amount of \$966,085.06 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 Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved Requisitions #4517 through #4518 in the amount of \$1,130.00 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 Mr. Francescone and seconded by Ms. Capri, the Board unanimously approved Requisitions #3585 through #3607 in the amount of \$465,966.96 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:

Ms. Carolan noted that NJAWC has proposed a PWAC rate increase which will cost the MUA \$3,500 annually.

Ms. Carolan noted that the 2017 Board meeting dates are in folders for review.

Mr. Wiest noted that the new connection fee calculation results will be ready for the February meeting. The Board could then decide whether to consider changes to the current connection fees based on the new calculation. A public hearing would be necessary to change connection fee rates and ancillary rates and could be held in late March.

Mr. Scott said that one of the MUA's gas detectors has been assigned to the Mount Laurel Fire Department. The Fire Department has given the MUA a written commitment to serve as our Confined Space Response Team, as required by OSHA. The MUA and the Fire Department will continue to drill together.

Mr. Adler noted that one inverter on the solar field generators is a problem and breaks down frequently due to water entering the chamber and is under warranty. DC Energy is not very responsive to repairs which causes a loss of \$300 per day and Mr. Adler said he is trying to get them to move faster.

Following a motion made by Ms. Capri, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:10 p.m.