

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

April 20, 2023

Chairwoman Murphy called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 p.m. via in person and videoconference. A sign with the call-in information was posted at the Elbo Lane Water Treatment Plant Facility Meeting Room and posted on the Authority's official website.

Those in attendance were:

Carol Murphy	Chair
Cheryl Coco-Capri	Vice Chair
Elwood Knight	Secretary
John Francescone	Member
Jim Kehoe	Member

Also in attendance were:

William Long	Consulting Engineer
George Morris	Solicitor
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Diane Ordille	Administrative Assistant
Jonathan Sears	Director of Finance
Scott Bayer	Assistant Pump Station Supervisor
Shane Kloss	Assistant Sewer Treatment Supervisor
Dan Zizak	Assistant Pump Station Supervisor

Chairwoman Murphy 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.

John Francescone arrived.

Public Comment – General

Ms. Murphy announced that Bill Giegerich, Mount Laurel Township Director of Economic Development and Community Development was present and will continue attending the meetings going forward pursuant to her request. No other members of the public were present. Ms. Murphy also acknowledged that there were three members of MUA staff attending the meeting.

Ms. Carolan introduced the three newly promoted MUA supervisors, Scott Bayer, Shane Kloss and Dan Zizak and indicated that they will be presenting some information to the Board later in the meeting.

Minutes

Following a motion made by Mr. Kehoe and seconded by Mr. Francescone the Board unanimously approved the minutes for the March 16, 2023, regular meeting, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Developments/New Connections

No development or new connection resolutions this month.

Operations

Water System Summary

Ms. Carolan reported there have been 2 water mains breaks since the last meeting.

Ms. Carolan said that winter maintenance at the Elbo plant is complete and we're ready for full capacity service.

Ms. Carolan stated that the chemical spill that occurred at the chemical plant in Bristol PA, did not affect the water quality in our water system. Ms. Carolan continued to state that the interconnections between us and NJAWC were closed for several days until their Delaware River surface water was confirmed safe from the spilled chemicals.

Ms. Carolan said NJAWC shutdown, we had to stop recharging the ASR well to assure water supply to our customers. Ms. Carolan added that NJAWC is now sending us additional water over our daily nomination to make up for the lost supply; this will hopefully enable us to increase daily ASR recharge so that we hit our anticipated target for ASR storage for this summer.

Ms. Carolan added that we are ending this year's off-peak purchase from NJAWC on April 30th and will resume NJAWC purchase on October 1st; until then we are supplying from the MUA's facilities and Willingboro MUA.

Sewer System Summary

Ms. Carolan reported that there are 2 pumping stations running outside of normal parameters plus 2 still under construction-Atrium and Hooten.

Ms. Carolan said that the plant's biomass is acclimating from Orbal cell 2 being out of service for the aerator project and that the plant effluent is still looking good during this adjustment.

Ms. Carolan added that there had been 2 force main breaks since the last meeting. Ms. Carolan explained that the breaks were on Tricia Meadows force main-replacement is in design, and the Library force main-which is on tonight's agenda for award of a contract for its replacement.

Ms. Carolan asked the three sewer supervisors to provide information on the MUA projects for the Primary (aka high pressure) force main system, as a contract work on certain valves was approved last meeting and a contract for other force main work is presented for approval tonight.

Mr. Zizak explained the need for the force main isolation valves.

Mr. Kloss detailed the concern about the Pike Road valve near the plant lab and the consequences of the valve leaking.

Mr. Zizak detailed the function of air release valves and the replacement of the valve on Hartford Road near the RR tracks.

Mr. Bayer discussed the fact that we have been unable to exercise the air relief valves for years, for fear that they could leak and that damage could occur to the system. He added that we are replacing the Millstream connection before it leaks, as we are concerned about the condition of the bolts.

Mr. Zizak spoke about the Library force main project and the extra precautionary steps that we've been taking for the last several years to minimize the impact of breaks.

Underdrains

Ms. Carolan reported the UD plugs on Belaire Drive were found dislodged and that after investigation, work was needed to replace sections of disintegrated UD pipes.

Mr. Zizak described the work performed by the Township's contractor to replace the pipes and that additional work may be needed in that area.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

Atrium & Hooton Pump Station Upgrades, M-180-347-001

This project includes electrical and control system replacement and upgrades at both the Atrium and the Hooton Road stations. The Atrium station work also includes pump replacement and replacement of the emergency generator which also connects to the adjacent Horizon Way Water Booster Station. Financing will be via a NJIB loan. On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. Controls for both stations have been installed. Some minor electrical work is needed and waiting on one generator.

Hartford Road WPCF Orbal Aerator Repairs, M-180-360

This project is for the repair of broken discs and hoods on some of the aerators located on the orbal tank and channel 2 will also be cleaned. This project will be financed via NJIB loan. Contract # 2018-03 awarded to Eagle Construction Services in the amount of \$752,514.00 on August 18, 2022. Cell 2 is back in service. Delivery of bearings scheduled for early April. Discs were previously installed. Construction is 85% complete. We are in a holding pattern, waiting on delivery of all the bearings, the timing of which could pose a problem due to the NJIB loan.

Union Mill Farms Force Main Replacement, M-180-376-001

No change in status. This project included installation of a new force main that redirects the pump station discharge out of the primary force main in Union Mill Road and into the gravity sewer collection system for Holiday Village East Pump Station. Financing will be via an NJIB loan. Contract No. 2019-02 was awarded to Earle Asphalt Company in the amount of \$409,713.13 during the October 21, 2021, meeting. Issues worked out with the insurance company (for reimbursement for line stop valve failure).

Well No. 3 Redevelopment M-180-391

This project included removal and rehabilitation of the existing pump and well piping, redevelopment of the well and installation of Authority supplied pump and well piping. Contract awarded to A.C. Schultes in the amount of \$128,500.00 during the October 20, 2022, meeting. Basically complete. Preparing closeout documentation.

Air Release Manhole Improvements 101 Hartford Rd & Isolation Valve Removal Pike Rd M-180-292

The project includes the replacement of the air relief valve at 101 Hartford Road and the removal of the valve and fittings for the Pike Road isolation valve. A contract No. 2022-14 in the amount of \$599,670.00 was awarded to J.F. Kiely Construction, Inc. at the March 2023 meeting. Precon took place last week.

Active Projects in Design

Replacement of Part of Library Force Main and Millstream Force Main Connection, M-180-322-002

The project includes replacing a section of the existing PVC library force main with 10" HDPE (via directional drill), beginning at the pump station, through the adjacent wooded area to Route 295, and cleaning and televising the force main crossing under Route 295/NJTP. The project also includes

replacement of the connection of the Millstream force main to the primary force main in Union Mill Rd. Project will be financed via an NJIB loan. On tonight's agenda to recommend to award pending DEP approval of Contract No. 202206 to JVS Industrial and Commercial Contractors, Inc. in the amount of \$1,219,000.83.

Pump Station Monitoring System, M-180-365

This project includes updating the alarm system at 29 of the Authority's 41 sewage pumping stations. In addition, condition monitoring will be included with the system. The Authority authorized start of design work with a construction completion of March 2021, which was not met. Financing for this project was originally planned for NJIB bundle #1. The design remains 90% complete. Plans and specifications were submitted to the Authority for review.

Air Release Manhole Improvements Union Mill Road M-180-390

This project includes the replacement of a force main air relief valve at the intersection of Union Mill Road and the entrance to Signature Place. The project scheduled is to coincide with the Township project to improve Union Mill Road. Priority and construction schedule will be done when UMR is closed for improvements which are now scheduled to begin in spring of 2024 as permitting applications are still at DEP. Design of the AR replacement has started.

Water Main on Hainesport-Mount Laurel Road County Bridge #B4.71 M-180-393

The project is for repair of a leaking 12" water main which is strapped to the side of the County bridge. Originally a repair was planned but due to configuration a replacement is necessary. Revising design based on Authority comments and applied for approval from County. The plan has been with the County under review since February 2023. Plan specs reviewed and commented on by Authority. Comments to be addressed.

Automatic Transfer Switch Installation-81 Elbo Lane M-180-394

No change in status. This project is to install an Automatic Transfer Switch (ATS) with the capability of connecting an existing portable generator to it when needed, at the Authority's Engineering Office Located at 81 Elbo Lane. Design started.

Mr. Trice reported on the following projects as they are being designed by firms other than Alaimo Associates:

Sanitary Sewer System Modeling, Capacity Assessment and Master Planning (Engineer: Mott MacDonald)

The hydraulic model has been completed and calibrated. Mott MacDonald is currently using the model to develop and analyze alternatives for alleviating operational problems experienced in the system and to evaluate alternatives identified by the Authority in the initial SOW. On January 27th Mott MacDonald submitted the hydraulic modeling results report and the design memorandum which identifies the system deficiencies and provides recommendations for capacity relief projects and project cost estimates. The reports are under review and Mott MacDonald is finalizing other sections of the report. We included some of their recommendations for pumping station upgrades and rerouting of pump station force mains in the capital budget which is presented for approval tonight.

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

This project includes the replacement and rehabilitation of the HVAC system at the Elbo WTP. Design is 60% complete and anticipated to be 90% in June. Financing will be via the NJIB. Plan is to submit to DEP in July.

Ramblewood Pump Station Generator Replacement (Engineer: Remington & Vernick)

This project includes the replacement of the existing standby generator at Ramblewood Pump Station. A contract was awarded to Lee-Way Electrical in the amount of \$173,400.00 at the February 17, 2022, meeting. Generator delivery date has changed from August to October 2023.

HRWPCF Sludge Dewatering Equipment Replacement (Engineer: Colliers)

No change in status. This project includes the replacement of the sludge handling and dewatering equipment in the sludge dewatering building which was originally constructed in 1996. Colliers provided documents for review, the authority commented and expect to have for final review in the next couple of weeks.

Chapel Hill Road and Trefoil Terrace Water Main Replacement (Engineer: ERI)

This project includes the replacement of approximately 1,020 feet of 6" and 8" water main and 45 services on Chapel Hill Road and Trefoil Terrace. Contract No. 2022-07-84 was awarded to CTX Infrastructure in the amount of \$430,673.50 in July 2022. The new mains are in service, all individual house services have been connected to new mains and the old mains have been taken out of service. Grouting of the old mains will take place next week. Final paving will take place in late July after the trenches have had time to settle.

Tricia Meadows Force Main (Engineer: ERI)

No change in status. This project is for the replacement of a section of the Tricia Meadows force main from the vicinity of the PS to Moorestown-Mount Laurel Road. Davis Enterprises had no issues with the proposed work. ERI continues to work on the contract documents and wetlands, stream encroachment and TWA applications. We have received some permit applications from ERI that we have to get endorsed by Davis Enterprises as the property owner. DEP applications getting signed.

Hartford Road WPCF Headworks Facility (Engineer: Mott MacDonald)

No change in status. Mott MacDonald has been authorized to perform an evaluation of the existing comminutors and grit removal facilities at the Hartford Road WPCF. Mott MacDonald's scope of work includes the evaluation of new screening and grit removal equipment technologies and the ability to construct new headworks at both on and off-site locations. The equipment technology evaluation was provided last month. A meeting is being scheduled with MM to review the report and visits to local treatment plants that use the recommended equipment are being scheduled.

Closed Session

A motion was made by Mr. Kehoe, seconded by Ms. Capri, the Board unanimously approved to pass Resolution 2023-04-53 to close the meeting to discuss Litigation and Potential Litigation which are exempt from open meetings under the Sunshine Law, at 7:47 p.m., with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

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

The meeting was re-opened at 8:10 p.m., following a motion made by Mr. Francescone and seconded by Ms. Capri with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Contracts

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2023-04-54 Resolution Approving Release of Maintenance Bond for the Well No. 6 Redevelopment Project, MUA Contract No. 2020-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-55 Resolution Approving Change Order No. 2, with a decrease of \$3,212.00, for the Well No. 3 Redevelopment & Pump Repair Project, MUA Contract No. 2022-10, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-56 Resolution Approving Award of Contract to JVS Industrial and Commercial Contractors, inc., in the amount of \$1,219,000.83, Following Receipt of Competitive Bids for the Library Pump Station Force Main and Millstream Pump Station Force Main Connection, MUA Contract No. 2022-06, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Mr. Sears interjected that regarding the following chemical bid award resolutions, they are typically two-year contracts, but because of volatility in the market a two-year contract would have been very costly, so we rejected the bids and rebid a 6 month or a 1-year option. Although the re-bid was less, it was still a larger overall increase. Mr. Sears recommends awarding the 1-year option.

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2023-04-57 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Polymer, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-58 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Sodium Fluoride, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-59 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Caustic Soda 25%, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-60 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Caustic Soda 50%, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-61 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Klenphos 100, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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. 2023-04-62 Resolution Approving Award of Contract to Coyne Chemical Company Following Receipt of Competitive Bids for Chemical Supply – Sodium Hypochlorite, MUA Contract No. 2023-01-Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Accounting and Financial

Following a motion made by Mr. Knight and seconded by Ms. Capri the Board unanimously approved Resolution No. 2023-04-63 Resolution Endorsing Modification to Renewal and Replacement Reserve Fund, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Discussion of 2023 Appropriation to Mount Laurel Township. Mr. Sears explained that when it comes to the calculation of the appropriation, the water and sewer are considered two separate entities. Each of those, we are allowed to appropriate 5% of the operating budget back to the Township. On the water side of the calculation would come to \$507,000 it would put us into a deficit. So, as in the past several years, we're recommending not giving an appropriation on the water side. On the sewer side we are fiscally stable from a fund balance standpoint. The maximum appropriation would be \$437,843.00 but the calculation only takes one year of capital into consideration, with our 5-year program the fund balance would be drained. So, we are recommending \$400,000 to prevent this from occurring.

Discussion of the Authority water and sewer budgets. Mr. Sears advised the board that the proposed increase is 2.43% above the FY2023 budget due to inflationary impacts on the cost of goods, while salaries and health care continue to increase. Mr. Sears noted that we were able to reduce costs related to the amount of water purchased this year by intervening in the last rate case as well as reducing the anticipated amount purchased from WMUA. Mr. Sears added that he performs a calculation to determine if user fees alone can absorb our operations cost and we are seeing those margins dropping. Mr. Sears warns that each year it becomes less sustainable with all the factors listed above. Mr. Sears recommended a conversation about a rate increase in the next year.

Mr. Francescone questioned why not an increase do now while inflation is still high and the people are used to receiving increases, not next year when things level out.

Mr. Sears stated that discussions need to start now. In the fall we will present the fiscal planning model.

Mr. Sears explained that if we don't go forward with a rate increase, we will incur more debt and although we have no cap on debt, we don't want to get into that position.

Ms. Carolan added Mr. Sears is working with our financial planner on increases. Once this budget is approved, they can move further with the analysis. Ms. Carolan pointed out that we would prefer to make smaller increases in more years. Ms. Carolan expects to address in the fall with the formal rate hearing in November.

Following a motion made by Mr. Kehoe and seconded by Mr. Knight the Board unanimously approved Resolution No. 2023-04-64 Resolution Approving Authority Budget for Water and Sewer Service and Facilities for Fiscal Year from July 1, 2023, to June 30, 2024, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Roll call vote: Jim Kehoe -yes, John Francescone – yes, Elwood Knight – yes, Cheryl Coco-Capri - yes, Carol Murphy - yes.

Mr. Sears noted that the payment plans the government initiated during covid, most people defaulted on, and their balances are now higher and they're not making payments. Ms. Carolan added they we are now permitted to shut them off, only March through October.

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe the Board unanimously approved the Treasurer's Report for February 2023 and Payment Plan Status Report for April 2023, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe, the Board unanimously approved Requisition #642 in the amount of \$942,604.57 for the Accounts Payable voucher's list, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

There were no bills from the Acquisition and Construction Bill List

Following a motion made by Mr. Knight and seconded by Ms. Capri the Board unanimously approved Requisition #5841 through #5861, in the amount of \$207,118.29 from the Renewal and Replacement list with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Comments:

Ms. Carolan commented that on March 30, EPA region 2 had a presentation and comment period regarding PFAS. Ms. Carolan wanted to make the board aware that she made a statement. PVSC made a comment about the problems they're having with the wastewater and sludge, so she quickly crafted a comment indicating that we are a water and wastewater provider, so we are getting hit from both ends on PFAS. We don't produce it or make a profit but we're being held responsible for it. Ms. Carolan recommended that EPA stop the manufacturing of PFAS in the US and importing of PFAS containing products into the US too.

Ms. Carolan reported that the solar panels at our solar field have been vandalized. Ms. Carolan stated this occurred before, and just occurred recently. Ms. Carolan stated that someone is throwing rocks and damaging panels.

Ms. Carolan mentioned articles about human health risks associated with PVC pipes used in drinking water systems. Ms. Carolan stated we only have a very small amount (approx. 400 feet) in our water system.

Ms. Carolan stated that we just completed the reporting for the Water Quality Accountability Act for our capital improvement reporting.

Mr. Sears thanked everyone for their approval of the budget and offered the timeline that we must have everything to the State by May 1st and it is being done in a different format than past years. Mr. Sears expects everything to go smoothly and the adoption to take place during the May meeting.

Mr. Giegerich reported that as a follow-up to a request from Ms. Carolan for information on plumbing permits, he sent her a report late this afternoon and asked if it was helpful. Ms. Carolan responded that she has some questions that she'll reach out to Mr. Giegerich about.

Mr. Zizak thanked the board for allowing them to sit in.

Ms. Murphy explained that Mr. Giegerich will be attending our meetings and Ms. Carolan may have an MUA employee attend planning and zoning meetings at her request.

Ms. Ordille said that we received an email from the Township Manager that included an email from a customer complimenting two of our employees that went over and above their job duty by assisting a customer that needed a hydrant marker on a hydrant located at the end of her driveway. They attempted to install the one she purchased and when it didn't fit, told her to return it and they found one, repainted and installed it for her.

Mr. Francescone mentioned that with the planning and zoning boards never look at things such as storm and underdrain responsibility. Mr. Francescone stated that during meetings these items should be laid out and made clear who owns or is responsible, so it doesn't fall on the township or the MUA. Mr. Francescone added that although it is too late on all the past development, anything new should include recommendations from the MUA as well as the township.

Mr. Long and Mr. Morris added that the underdrain information is now added into the HOA agreements.

Ms. Murphy thanked all for attending.

Following a motion made by Mr. Kehoe seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:44 pm.