

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

April 21, 2022

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:09 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:

Cheryl Coco-Capri	Chair
Christopher Smith	Vice Chair
Elwood Knight	Secretary
John Francescone	Member
Carol Murphy	Member

Also in attendance were:

William Long	Consulting Engineer
Robert Lamilla	Solicitor
Carmen Saginario	Labor Attorney
Pamela Carolan	Executive Director
Jonathan Sears	Finance Director
Brian Scott	Human Resource Director
Rachael Concepcion	Operations Administrative Assistant

Chairwoman Capri 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**

No public in attendance

**Minutes**

Following a motion made by Ms. Murphy and seconded by Mr. Francescone, the Board approved the minutes for the February 17, 2022, regular meeting, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Murphy.

Following a motion made by Ms. Murphy and seconded by Mr. Francescone, the Board approved the minutes for the March 17, 2022, regular meeting, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Murphy.

**Developments/New Connections**

No Developments/New Connections Resolutions this Month

Russ Trice noted that there are two new possible connections to our water system. Carlucci's Restaurant is having trouble with their well. They already have our water for their fire service so just need to run a domestic line. Mr. Trice added that their connection fees will be sizable. Mr. Trice said the second

connection would be the NJ Turnpike Rest Stop. They are currently sewer only with their own wells and own water treatment plant and water storage tank. Mr. Trice noted that because the Gables developer ran water right through the NJ Turnpike Authority, it would be easy for them to connect whereas in the past, it wasn't.

## Operations

### COVID-19 Update

Mr. Sears noted that we have started charging interest at the end of March. Mr. Sears said that if anyone is applying for the states low-income assistance program and they notify us of it, they get an extension from the discontinuation of service until June 15, 2022. Mr. Sears reported that we are seeing more people coming in and paying their large past due balances.

Ms. Carolan reported that we have had additional Covid positive employees; 3 positive and 1 close contact. No employees currently out of work because of Covid.

### Water System Summary

Ms. Carolan stated that there was no water main break since the last meeting.

Ms. Carolan reported that Chelsea Place still has multiple clogs in the underdrain system and there is also a large pothole now in close proximity. This could be where the clog is and possible underdrain break. Ms. Carolan said that prior to the first water main break a few months ago, we didn't know that these homes were connected to the underdrain system. Ms. Carolan noted that we are notifying the Township of these problems.

Ms. Carolan said that water use has been steady; mirroring last two covid years. Predicting a lower use water year.

Ms. Carolan said that last month, the wrong amount was reported for what was targeted for the ASR; the correct amount is 175 million gallons for this year.

Ms. Carolan noted that DEP did an inspection of our ASR well on March 23rd. The inspector was new to inspecting wells, he was a storm water inspector and because of our public education information we have regarding our system including storm water and underdrains, the inspector will use it for the Township to give credit on their stormwater permit.

Ms. Carolan stated that a notice of violation was received from the DEP for coliform. We did the testing but there a typographical problem when the data was entered, the date was not changed from February to March. Once corrected, DEP will remove the violation.

Ms. Carolan reported that when looking into the DEP coliform violation, she found another violation that we were never notified about, and it was for PFAS. Ms. Carolan noted that this violation is on the ASR well and the period of the violation is when the ASR is recharging and not going out to customers. Ms. Carolan said there have been discussions with DEP, but they have not figured out how to rectify it.

### Sewer System Summary

Ms. Carolan said they we've had no sewer force main break since the last meeting.

Ms. Carolan reported that the problems at the wastewater treatment plant with the gate on the UV system have been corrected entirely by the manufacturer reprogramming the system.

Ms. Carolan indicated that in the last month the sewer department has changed the cleaning protocol on the sludge thickener. We have started using our jet vac equipment to remove rags and it is helping with odors.

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

Mr. Long presented the report.

### Active Projects in Construction

#### Atrium & Hooten Pump Station Upgrades, M-180-347

This project includes electrical and control system replacement and upgrades at both the Atrium and the Hooten Road stations. The Atrium station work will also include pump replacement and replacement of the emergency generator with which also connects to the adjacent Horizon Way Water Booster Station. On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. Construction has started. Construction started, both stations are in bypass.

#### Devonshire Pump Station Upgrade, M-180-353-00, SPS-RR-(E)

This project included a major rehabilitation of the Devonshire Pump Station which was originally constructed in 1977 as part of the Larchmont development. A contract in the amount of \$759,000 was awarded to B & H Contracting, Inc. at the December 2020 meeting. Construction started on April 6, 2021. Project is substantially complete with contractor addressing punch list items. Complete and still waiting on some close out documentation. No change, not a lot of progress in the past month.

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

This project includes installation of a new force main that will redirect the pump station discharge out of the primary force main in Union Mill Road and into the gravity sewer collection system that discharges to the Holiday Village East Pump Station. The Township will repave the roadway after our main is installed. Financing will be via the NJIB. Contract No. 2019-02 was awarded to Earle Asphalt Company in the amount of \$409,713.13 during the October 21, 2021, meeting. Pre-con held on November 16, 2021. Contractor concerned about material delays. Project scheduled to start in the middle of April rather than March. There was a long lead time item (large valve) that delayed start. Work began and is ongoing.

#### 2022 Pump Station Painting/Corrosion Control, M-180-387

This project will include painting of the interior and exterior of the drywells located at the Devonshire, Lakes and Millstream Pump Stations. Bids received and on tonight's agenda for an award recommendation to Dynamic Sandblasting and Painting, LLC in the amount of \$47,700. Started earlier last week and it's moving quickly.

#### Devonshire Force Main Connection

This project was discussed over a year ago. Study was done and this was an area of concern (Marne force main to Hartford). During the design phase, the Gables project was at MUA for approval. The Gables project consisted of them building their own pumpstation, taking the existing Turnpike pumpstation out of service, turning the Turnpike pumpstation in the Gables pumpstation which would be tied into the Hartford force main. It was determined to make this one project with the developer's contractor, Esposito, doing the whole project. Construction has started. Force main being installed along Hartford Road. During the project, the Authority and Esposito will be trucking waste. Project starting Monday of next week, with most likely being a 24 hour operation.

### Active Projects in Design

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

The project includes replacing a section of the library force main, beginning at the pump station, through the adjacent wooded area to Route 295. The project includes 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 force main in Union Mill Rd. Authority directed the start of design and specs for replacement of existing Library main with 10" pipe installation using directional drill method. Design plans about 90% complete. Submitted plans and specs to the MUA for review.

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. When the aerators are repaired, the Orbal cell channels will also be cleaned. This project was included in the first loan application for NJIB financing, construction was originally scheduled for FY 2020, bidding in March 2021. Plans and specs are being revised based NJDEP comments. Communicating with DEP, hoping for an approval soon. Waiting on response from DEP, the project has been at the NJDEP's SED office since November, and they've been unresponsive to all of Alaimo's inquiries. Still waiting despite several inquiries.

Pump Station Monitoring System, M-180-365

This project includes updating of the alarm system at 30 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 completion of March 2021, which was not met. Financing for this project was originally planned for NJIB bundle #1. Alaimo Group received recommendations from Flygt representatives for upgrades as each pump station. A "jockey" panel will be installed at each station. Design is about 60% complete. Had a number of meetings with Flygt representatives since the last meeting. Revisited 16 of the stations with the reps. The current plan is now to go with 3 or 4 designs for the new controller depending on individual pump station configuration. MUA staff and Flygt reps met yesterday and visited three sites for clarification. Will have design plans and estimates next week.

Ramblewood Pump Station Valve Replacement

This project includes the replacement of eight (8) gate valves and four (4) check valves within the dry well. Project will require bypass pumping during the pump station shutdown. Advertised with bids to be received on April 14, 2022. Received bids last week, award recommendation agenda.

Completed Projects on Maintenance Bond

Replacement of Briggs Force Main and Connection and Library Force Main Connection, M-180-322-001  
Construction completed on November 16, 2020. The maintenance bond will expire on November 16, 2022.

Hartford Road WPCF, Warehouse to Vehicle Storage Conversion, M-180-354

Construction completed December 17, 2020, and on maintenance bond that expires November 29, 2022.

Hartford Road WPCF Tank Repairs, M-180-355-00, HR-TK-(A)

Construction completed August 19, 2021, and on maintenance bond that expires August 19, 2023.

Hartford Road WPCF Primary Clarifier Tank Repainting, M-180-355-002

Construction completed October 25, 2021 and is on maintenance bond that expires October 25, 2023.

Hartford Road WPCF Roof Replacement and Lightning Protection, M-180-363-1

Construction completed March 1, 2021. The maintenance bond will expire on March 1, 2023.

Hartford Road WPCF Lighting Replacement, M-180-364-001

Construction completed July 29, 2021, and on maintenance bond that expires July 29, 2023

Saint David Drive Water Main Replacement – Phase 2, M-180-367

Construction is complete effective December 31, 2020; maintenance bond expires on December 31, 2022.

Pump Station Site Work, M-180-371, SPS-B-(B)

Construction completed August 19, 2021, and on maintenance bond that expires August 19, 2023.

Emergency Shower and Eyewash Facility Installation, M-180-372-1

Construction is complete effective February 28, 2021, and on maintenance bond until February 28, 2023.

Piping, Heat Tracing, and Insulation Replacement at Hartford Rd WPCF, M-180-378-001, HR-MIS-(H)

Construction completed August 10, 2021. Maintenance bond expires August 10, 2023.

Hartford Road WPCF Filter Press Control Panel Replacements, M-180-374

Construction completed March 19, 2020, and on maintenance bond until March 19, 2022.

Door and Window Replacement – Various Locations

Construction completed January 27, 2021. Maintenance bond expires January 20, 2024.

Repainting of Elbo Lane Clarifiers, M-180-383

Construction completed on January 27, 2021. Maintenance bond expires January 27, 2023.

Redevelopment of Well #6, M-180-384

Construction completed April 7, 2021. Maintenance bond expires April 7, 2023.

South Church Street Tank Painting M-180-385

Construction completed December 10, 2021. Maintenance bond expires December 10, 2023

Redevelopment of Well No. 7 M-180-386

Construction completed December 9, 2021. Maintenance bond expires December 9, 2023.

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

Force Main Air Release Valves (Engineer: ERI, Inc.)

This project is to rehabilitate several air release valves on the Tricia Meadows, Laurel Ponds and Bridlewood system, and install an additional air release on the Tricia Meadows leg. Contract 2020-06 rebid was awarded to Coastline Construction, LLC in the amount of \$434,500.00 at the October 2021 board meeting. The preconstruction meeting was held on December 3<sup>rd</sup> and the Notice to Proceed was issued on December 6<sup>th</sup>. The contract completion time is 90 days; however, the actual start and completion dates will be dependent on material availability and County approvals. The contractor is still waiting on some materials, no delivery date yet. Owner of the company passed away; family members are stepping in to run company. We are not pressuring them due to circumstances.

East Saint Andrews Drive Water Main Replacement (Engineer: ERI, Inc.)

This project was to replace approximately 900 LF of 10" water main on E. St. Andrews Dr. and an upgrade of approximately 400 LF of 4" water main to 6" on Pebblebrook Lane. The directional drilling of the water main under the deteriorated culverts that was authorized last month was completed without any problems. Therefore, all the water main replacement work has been completed. Earle Asphalt milled the road yesterday and will pave on Friday. Close out documents remain to be submitted.

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

The kickoff meeting for this project occurred in January 2021. The flow meters and pressure recorders which were installed in the months of November and December 2021 have been removed. Mott MacDonald is currently reviewing and evaluating the data and entering it into the hydraulic model which they prepared. Once they are satisfied that the hydraulic model is accurately simulating what is actually occurring in the system, they will start analyzing the system and to identify various improvements to alleviate the flow and pressure problems that are occurring. Data has been used on Devonshire connection and Gables/Turnpike pump station project. They are working on alternatives for us for relieving problems at the pump stations with a capacity pressure issues. They've discussed preliminary information with us but nothing in writing yet. Working on hydraulic model of our system and recommendations and alternatives.

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

This project includes the design and replacement of the existing HVAC system for the entire facility. Plant water temperature data was provided so that Mott MacDonald could determine whether it would be cost effective to use plant water to aid the air conditioning process. The preliminary design has been completed, and a design report was submitted. A design and construction management services proposal was received and authorization to proceed with design services will be issued shortly.

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

A contract was awarded to Lee-Way Electrical in the amount of \$173,400.00 at the February 17, 2022 meeting. Preconstruction meeting took place, no field work started yet. Notice to proceed will be issued once the generator shop drawings have been submitted and approved and the generator manufacturer provides a delivery schedule.

**Closed Session**

A motion was made by Mr. Knight, seconded by Mr. Smith voted on and unanimously approved to pass Resolution 2022-04-54 to close the meeting to discuss Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 8:15 p.m.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Potential Litigation, Personnel and Collective Bargaining Agreement – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 9:13 p.m., following a motion made by Mr. Smith, and seconded by Mr. Knight and with unanimous agreement from Ms. Capri, Mr. Knight, Ms. Murphy, Mr. Smith and Mr. Francescone.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

**Contracts**

Following a motion made by Ms. Murphy and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2022-04-55 Resolution Approving Change Order No. 1, with an increase of \$5,599.00, for the Atrium & Hooton Road Pump Station Upgrade Project, MUA Contract No. 2019-04, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2022-04-56 Resolution Approving Change Order No. 3, with a decrease of \$12,030.00, for the East St. Andrews Drive Water Main Replacement Phase 1 Project, MUA Contract No. 2021-01, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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. 2022-04-57 Resolution Approving Award of Contract to JVS Industrial and Commercial Contractors, Inc. in the amount of \$93,400.00, Following Receipt of Competitive Bids for the Ramblewood Pumping Station Valve Replacement Project, MUA Contract No. 2022-02, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2022-04-58 Resolution Approving Acceptance of the Hartford Road WPCF Piping Heat Tracing and Insulation Project and Initiating the Two-Year Maintenance Period, MUA Contract No. 2019-04, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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. 2022-04-59 Resolution Authorizing Release of Maintenance Bond for Hartford Road WPCF Filter Press Control Panel Replacements, MUA Contract No. 2018-10, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Ms. Murphy and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2022-04-60 Resolution Approving Collective Negotiations Agreement for the period of January 1, 2021 through December 31 2024, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

### **Accounting and Financial**

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2022-04-61 Resolution Approving Endorsing Modification to Renewal and Replacement Reserve Fund with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

### **Discussion Regarding 2022 Appropriation to Mount Laurel Township**

Ms. Sears explained the max for the appropriation amount to the Township from sewer operations is \$426,000. Mr. Sears recommends the appropriation amount of \$400,000.00 due to the current economic situation. Mr. Sears noted that last year's appropriation amount was \$397,724.00.

The Board approved the appropriation of \$400,000.00.

Following a motion made by Mr. Francescone and seconded by Ms. Knight, the Board unanimously approved Resolution No. 2022-04-62, Resolution Approving Authority Budget for Water and Sewer Service and Facilities for Fiscal Year from July 1, 2022 to June 30, 2023, with affirmative roll call votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley, and Mr. Smith.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2022-04-63 Resolution Authorizing Sale of Solar Renewable Energy Credits

(SREC's), with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith, and Mr. Francescone.

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

Following a discussion, Resolution No. 2022-04-64 Resolution Authorizing Entry into a Memorandum of Understanding with NJBPU for the Clean Fleet Electric Vehicle Incentive Program, was tabled.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for February 2022 and Payment Plan Status Report for March 2022, with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith, and Mr. Francescone.

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

Following a motion made by Ms. Murphy and seconded by Mr. Smith, the Board unanimously approved Requisition #630 in the amount of \$668,514.77 for the accounts payable vouchers, with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith and Mr. Francescone.

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

There are no bills from the Acquisition and Construction List.

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Requisition #5592 through #5620, in the amount of \$301,787.84 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith and Mr. Francescone.

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

#### **Comments:**

Ms. Carolan reminded the board that financial disclosures are due the end of April. We continue to receive emails from M. Tomczyk reminding us.

Ms. Carolan reported that the NJ DEP Office of Quality Assurance contacted us requesting we do some split samples for WMUA's sewage treatment plant. WMUA has been having a problem with testing which could affect them keeping their certification. Because we're close and have a good lab manager, they asked us for assistance; we were able to do this, and DEP thanked us.

Mr. Sears updated the board on Edmunds switch over on March 26th because of meter reading schedule. Because of this, we had to stop applying payments after March 26th, so when the bills went out early April, all of the payments had not been applied yet. Interest was not being applied to those payments that were not posted, however, we received a large call volume from customers about it.

Mr. Sears also reported that April 1st we will go live with the Edmunds billing system. There will be a social media push to get the information out to customers. Mr. Sears noted that the next month's bill will look completely different and there is a sample of the new bill on our website.

Mr. Scott apologized for technical issues and thanked the board for their cooperation on the union negotiations. Ms. Carolan added that Mr. Scott believes we have a good set of employees, and this agreement is having a positive impact.

Mr. Lamilla noted that he did some background research on e-bills and the delivery of them. Mr. Lamilla also mentioned the importance of earth day and the role that the MUA plays in that cause.

April 21, 2022

Ms. Murphy thanked the MUA for participating in her community day and many people commented on how good our water is. Ms. Carolan added that we will also be participating in the Mount Laurel 150th celebration on May 15th.

Following a motion made by Mr. Smith seconded by Ms. Murphy, and with unanimous agreement from the members, the meeting was adjourned at 9:57 p.m.