

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

August 20, 2020

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:02 p.m. via 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	Chairwoman
Christopher Smith	Secretary
Elwood Knight	Member
John Francescone	Member

Also in attendance were:

William Long	Consulting Engineer
Jose Calves	Solicitor
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
David Wiest	Finance Director
Theresa Trumbetti	Stenographer

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**

There was no public comment.

**Minutes**

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board approved the minutes for the July 16, 2020 regular meeting, with affirmative votes from Mr. Francescone, Ms. Capri, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

**Developments/New Connections**

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-08-64, Resolution Authorizing Entry Into a Developers Agreement for 123 Creek Road, Mount Laurel Manor Apartments for Authority Endorsement of the Building Permit Release, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

**Operations**

**COVID-19 Update**

Ms. Carolan said that we have recently modified our travel policy requiring a 14-day quarantine for travelers returning from affected States pursuant to the Governor's recommendation. Trips booked before or after the State quarantine guidelines were issued will determine if employees are paid during the quarantine period. The policy was enacted with our Labor Counsel recommendations. If an employee submits a

vacation request, they must indicate where they are traveling to. Where possible, upon an employee's return they will work at a remote location or from home.

Ms. Carolan noted that we have still not resumed 100% of routine work as some personnel are working from remote MUA locations; our goal is to have all field personnel return to primary locations some time in September and the remote locations will be used for quarantine after travel.

#### Water System Summary

Ms. Carolan reported that there was 1 water system leak since the last meeting; it was next to the engineering building and it was a leaking valve.

Ms. Carolan noted that customer use is at typical level for June, July, and August. This year is pacing out to be about 1.4 billion gallons of water use.

Ms. Capri brought up the subject of customer complaints regarding high bills.

Ms. Carolan said that most customers received bills for usage for partially June and partially July and the increased use is mostly due to lawn watering. In addition, the last 3 months were averaged and this current bill largely reflects actual readings.

#### Sewer System Summary

Ms. Carolan reported that there was a force main break on 7/20 on the Tricia Meadows line in the easement behind Tara Court– there have been 4 breaks in the vicinity in 2020 – a problem was found with a check valve at the Tricia Meadows PS, which is being repaired.

Ms. Carolan indicated that 5 pump stations are operating outside of normal parameters.

Ms. Carolan noted that we had 2 storm events – Tropical Storm Isaias hit on August 4<sup>th</sup>, resulted in at least 25 MUA facilities losing power, some for over 24 hours. The BPU reported that it was the second highest number of power outages since Sandy. With the August 12<sup>th</sup> storm, no power was lost but 7 out of 10 PS alarmed and sewage was trucked all day from Ramblewood and Birchfield due to the volume of rain and rainwater getting into our system; we also experienced control problems with Tricia Meadows PS and Ramblewood PS.

#### Underdrains

Ms. Carolan noted that verifications for Laurel Ponds and the Bott Tract were done and both have sump pump headers.

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

Mr. Long presented the report.

#### Replacement of Part of Library Force Main and Millstream Force Main Connection

No change in status. This project includes replacement of a section of force main for the Library PS beginning at the pump station and extending beyond the Rt. 295/NJ Turnpike crossing and replacement of the connection of the Millstream force main to the primary force main on Union Mill Road. The Library force main and Millstream connection projects were combined in one NJ Infrastructure Bank (NJIB) loan application with the Briggs force main, Library connection and Union Mill Farms Force Main Redirection project.

The Planning Document was submitted to NJDEP and was approved. Other required submittals are being made to the NJDEP. We are awaiting direction from the Authority on scheduling.

#### Replacement of Briggs Force Main and Connection and Library Force Main Connection

This project includes replacement of Briggs Road force main from the pump station to the connection to the primary force main on Union Mill Road, and replacement of the Library force main connection to the primary. The Briggs force main, and Library connection projects were combined in one NJ Infrastructure

Bank (NJIB) loan application with the Library force main replacement, Millstream connection, and Union Mill Farms Force Main Redirection projects.

A contract was awarded to Pioneer Pipe Contractors, in the amount of \$780,050.00 on May 21, 2020. The initial pre-construction meeting with the NJDEP loan program was held on June 15, another pre-con with the Township and County will be held in a few weeks. Shop drawings are being reviewed. A scheduling meeting was planned for this week.

#### Atrium & Hooten Pump Station Upgrades

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. This project was included in the first loan application for NJIB financing. Construction was originally scheduled to begin in FY20.

Revised plans were submitted to the Authority for review. Specifications and the TWA application for submittal to NJDEP will be submitted to the Authority for review during the week of August 17.; NJDEP TWA approval could take several months.

#### Devonshire Pump Station Upgrade

This project will include a major rehabilitation of the Devonshire Pump Station. The original pump station was constructed in 1977 as part of the Larchmont Village IV development. Although the station has been rehabilitated and upgraded a few times since it was constructed, major work is now required to the electrical and mechanical systems to keep the station operating acceptably.

The Devonshire Pump Station receives flow from some of the Larchmont sections and from the Timbercrest Pump Station and the Rancocas Woods Pump Station. The Mount Laurel Manor Apartments housing project in Rancocas Woods as well as existing commercial and residential properties currently on septic systems located on or near Creek Road will connect to the Devonshire Pump Station drainage area. Although the total wastewater flow that could be discharged to the Devonshire Pump Station is not known, it is assumed based on a flow metering study that the station will have sufficient capacity to handle these new connections. Design and sizing of the collection system along Creek Road is sized to accommodate as many future connections as possible.

The plans and specifications are being revised to address Authority comments, including continuous ventilation of the wet well.

#### Hartford Road WPCF Tank Repairs

This project includes rehabilitation of the 2 primary clarifiers, secondary clarifier No. 2 and the sludge thickener tank at the sewage treatment plant. New clarifier drives, sludge and scum collection equipment, bar screens, electrical equipment, valves and other associated equipment or devices will be rehabilitated or replaced.

A contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019. Change order No 1 in the amount of \$12,232.66 was approved by the Authority during the April 2020 meeting and was also approved by NJDEP. New contract total is \$1,894,232.66. Change order No 2 for \$0 was approved by the Authority in June 2020 and extends the completion date by 125 days to October 31, 2020, following supply chain issues related to the state of emergency.

Construction is ongoing and is 40% complete.

Hartford Road WPCF Orbal Aerator Repairs

No change in status. 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. The plans and specs are substantially complete. This project was included in the first loan application for NJIB financing, construction was originally scheduled for FY 2020. We are awaiting direction from the Authority on scheduling.

Hartford Road WPCF Roof Replacement and Lightning Protection

This project includes the replacement of roofs on five (5) buildings and lightning protection at the WPCF. These roofs are the original roofs installed when the buildings were constructed in 1996. This project will be funded using NJIB financing, bundle 1. Bids were opened on June 11. A bid protest was submitted by the apparent second low bidder. On June 18, 2020, the Authority awarded Contract No. 2018-17 to JH Williams Enterprises in the amount of \$360,500.00.

A pre-construction meeting with NJDEP was held on July 16. We are waiting on SED Utilization Plan approval from the NJDEP. A “job site” preconstruction meeting was held with Authority personnel on August 13. Construction is scheduled to start in September 2020.

Harford Road WPCF Lighting Replacement

This project is for the replacement of site lighting throughout the plant. Plans and specifications have been submitted to NJDEP for review and comments were received. Still waiting on comments from SED. The project was advertised on August 5, 2020. Bids are scheduled to be received on September 3, 2020.

Saint David Drive Water Main Replacement – Phase 2

This project includes the replacement of approximately 2,100 LF of 8” and 6” water main. Contract 2019-13 was awarded on March 26, 2020 to the Pioneer Pipe Contractors in the amount of \$523,526.00. The majority of the 8” and 6” water main has been installed. Construction is ongoing and is 90% complete. Final restoration is required.

Emergency Shower and Eyewash Facility Installation

No change in status. This project includes the installation/replacement of emergency shower and eyewash equipment at 6 locations. Some of the facilities do not currently have shower/eyewashes and some of the facilities do have shower/eyewashes; however, they do not use tepid water as is required by current regulations.

The Authority awarded Contract 2018-18 to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00 on March 26, 2020. Construction is 50% complete.

Hartford Road WPCF Filter Press Control Panel Replacements

This project included the replacement of the filter press controls and filter press belt motors. This project is part of bundle 1 of the NJIB loan. Contract 2018-10 in the amount of \$183,750 was awarded to A.B.S. Electric, Incorporated on June 28, 2019. Project was to be completed by December 28, 2019. Notice of substantial completion was issued on May 8. Project was closed out in July 2020 and a final change order in the amount of \$12,528.23 was submitted to NJDEP. The project is on maintenance bond.

Union Mill Farms Force Main Replacement

This project will include 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. An existing adjacent isolation valve for the primary will also be replaced. This project was combined in one NJIB loan application with the Replacement of Library Force Main, Millstream Force Main Connection, the Briggs Road Force Main Replacement and Connection and

Library Force Main Connection. The Planning Document has been submitted to the NJDEP. We are working on the preliminary plans and specifications.

Piping, Heat Tracing and Insulation Replacement at the Hartford Rd WPCF

No change in status. This project is for the replacement of various heat tracing and insulation that was originally installed on exposed piping at the Hartford Road WPCF when the plant was expanded in 1996. This project will be funded via a loan from the NJIB. Plans and specifications have been given to the Authority for review before submission to the NJDEP.

Door and Window Replacement – Various Locations

This project includes the replacements of doors and windows at various locations including Hartford Road WPCF, two (2) pump stations, 1201 South Church Street, and the Ark Road Booster Station. Design is 75% complete and the project is scheduled for advertisement on September 2, 2020.

Repainting of Elbo Lane Clarifiers

This project includes blasting and painting all the metal surfaces below and above the typical water surface elevation for both clarifiers at the Elbo Lane Water Treatment Plant. The plan is to complete one (1) clarifier in October 2020 and the other in November 2020. Plans and specifications were submitted to the Authority for review. Bids will be received on September 15.

Redevelopment of Well #6

The scope of this project includes removal of the existing pump and internal piping, redeveloping the well (cleaning the casing/screen) and installing the ne pump and internal piping. The replacement material will come for Authority stock. The existing equipment will be rehabilitated and returned to the Authority for use in future projects. Specifications were submitted to eh Authority, comments incorporated into the specifications and project advertised. Bids are to be received September 15, 2020.

Indigo Drive Water Main Replacement Phase 3

Ms. Carolan provided an update regarding this project as it is being designed by Environmental Resolutions, Inc. (ERI).

The scope of the project includes replacement of the existing water main and house services from Hydrangea to the end of the cul-de-sac. The roadway will be milled and paved from curb to curb. Bids were received and opened on August 18. Bid from the lowest responsible bidder was below the engineering estimate. Award to the RTW Construction, Inc in the amount of \$187,809.00 is recommended.

Closed Session

A motion was made by Mr. Smith, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2020-08-65 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:38 p.m.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

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

The meeting was re-opened at 7:55 p.m., following a motion made by Mr. Knight, and seconded by Mr. Francescone and with unanimous agreement from Ms. Capri, Mr. Smith, Mr. Knight and Mr. Francescone.

**Contracts**

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-08-66, Resolution Approving Change Order No. 1, Contract No. 2020-01, Municipal Wastewater Treatment Plant Sludge Holding Tank Cleaning Sludge, Grit & Rags Removal, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-08-67, Resolution Approving Change Order No. 2, St. David Dr. Water Main Replacement Phase 2, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-08-68, Resolution Approving Award of Contract to RTW Construction, Inc. in the amount of \$187,809.00 for the Indigo Drive Water Main Replacement, Phase 3, Contract No. 2020-02, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

**Accounting and Financial**

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2020-08-69, Resolution Adopting Amended Authority Budget for Fiscal Year from July 1, 2019 to June 30, 2020, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 0 abstention, 1 absent

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report for June 2020 and Payment Plan Status Report for July 2020, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Requisition #610 in the amount of \$1,177,171.12 for the accounts payable vouchers with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

There are no bills from the Acquisition and Construction list.

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Requisition #5069 through #5082, excluding #5073, in the amount of \$585,514.41 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

**Comments:**

Ms. Carolan noted that she will be on vacation next week.

Mr. Wiest reported that the Edmunds transition is underway and Phase I is on track to "go live" in September.

Mr. Wiest noted that the MUA is now accepting PayPal as a payment option.

Mr. Trice reported that we are negotiating with the Gables developer on replacement of the Authority's 18" force main at Marne Highway to the 24" force main on Hartford Road while the developer has the road closed for other work related to their project. We are getting close to agreement – at the September meeting we should have a final cost to the Authority which is estimated at approximately \$300K. The total capital budget for the Authority to do individually is about \$470K.

Mr. Trice noted that an affordable housing development called Heritage Village is proposed in Moorestown on property where the Hartford Rd WPCF's outfall crosses. He has concerns about the proximity of a proposed drainage basin pipe and headwall to our pipe. He and Mr. Long will investigate.

Following a motion made by Mr. Knight seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 8:14 p.m.