

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

December 19, 2019

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:13 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Cheryl Coco-Capri	Chairwoman
John Francescone	Vice Chairman
Dennis Riley	Secretary

Also in attendance were:

Richard Alaimo	Consulting Engineer
David Kahn	Consulting Engineer
Kelly Grant	Solicitor
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Russell Trice	Operations Engineer
Brian Scott	Human Resources 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.

Rate Hearing

See minutes from Rate Hearing.

Public Comment

There was no public comment.

Minutes

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved the minutes for the November 21, 2019 regular meeting, with affirmative votes from Mr. Francescone, Ms. Capri and Mr. Riley.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Developments/New Connections

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-131, Resolution Authorizing Release of the Water and Sewer Performance Bonds for the WaWa Project, 3605 Route 38, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.

Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Operations**Water System Summary**

Ms. Carolan reported that there were 6 water leaks since the last meeting – all were cracks on cast iron mains.

Ms. Carolan noted that yesterday was Willingboro MUA's rate hearing – our rate is going from \$2.75 to \$2.89/1,000 gals. which is an annual increase of approximately \$40K to us.

Ms. Carolan said that NJAWC has submitted for 3 rate increase proposals which will affect us: base, PWAC and DSIC.

Ms. Carolan added that the ASR is in recharge mode and 45MG is already stored. Today recharge had to be discontinued due to a detection of arsenic 4.25 ppb which is higher than our discharge limit of 3.0 ppb. Currently the main water source for recharge of the ASR is NJAWC. The drinking water limit for arsenic is 5.0 ppb, so the result is below the limit for water supply. We believe it's unlikely for the supply water to actually be 4.25 ppb and suspect a problem with the sample but have no justification to invalidate the results. We have already retested and the initial lab results from our contract lab indicate non-detection of arsenic, <0.5 ppb; we are waiting for results from the duplicate sample to confirm. The ASR recharge will remain off until after the confirmation of compliance with discharge requirements. Overall, ceasing the recharge at this time of year will cost us about \$1,200 per day in unused allocation or not meeting contract purchase minimums. Recharge will resume immediately upon receipt of confirmation results.

Wastewater System Summary

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

Ms. Carolan added that we received notice that the County sludge tipping fee is going from \$76.70 to \$78.23 per ton which mean an annual increase of \$11K to us.

Ms. Carolan said that regarding the Library force main breaks, we modified operations so that when the crew performs routine daily maintenance at the pump station, they will also check the ditches next to the force main for any signs of discoloration etc. This will may alert us to leaks faster than that of the recent past. We will continue this procedure until the force main is replaced in this area in FY22.

Underdrains

Ms. Carolan noted that our verification of underdrains confirms that Copper Tree Court has sump headers only.

Presentation of Engineer's Status Report

Mr. Kahn presented the report.

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

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 we are awaiting comment or approval. Other required submittals are being made to the NJDEP.

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. Comments received from NJDEP on the Planning Document

are being incorporated into plans and specifications for resubmission. The TWA application was deemed administratively complete and is under technical review by NJDEP.

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 Booster Station. This project was included in the first loan application for NJIB financing; however, construction is not scheduled to start until FY2020. Design is being finalized. Plans and specifications will be submitted to the Authority prior to NJDEP review.

Devonshire Pump Station Upgrade

No change in status. 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. It is anticipated that a proposed housing project in Rancocas Woods as well as existing commercial and residential properties currently on septic systems located on or near Creek Road may connect to the Devonshire Pump Station drainage area. Although the estimated wastewater flow that could be discharged to the Devonshire Pump Station is not yet known, it is assumed based on a flow metering study that the station will have sufficient capacity to handle these new connections. However, the design and sizing of the collection system along Creek Road should be sized to accommodate as many future connections as possible. Providing sewer to the properties along Creek Road may necessitate determining how to provide sewer to the remainder of the unsewered properties in Rancocas Woods.

Site work plans have been submitted to the Planning Board for review. Plans and specifications are being updated to incorporate full replacement of both pumps and appurtenances. Site visit with pump vendor was conducted on November 13.

Hartford Road WPCF Warehouse to Garage Conversion

The purpose of this project is to convert the old warehouse at the Hartford Road WPCF to a vehicle storage garage for several of the Authority's large sanitary vehicles which require tempered storage. This project was included in the first loan application for NJIB financing. At the April 2019 meeting, a contract was awarded J.H. Williams Enterprises in the amount of \$314,000. Construction is complete.

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.

This project was included in the first loan application for NJIB financing. The project was advertised on March 18, 2019 and the bid opening was held on May 9, 2019. The low bid was substantially higher than estimated so all bids were rejected at the May 16, 2019 meeting.

After rebid, a contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019 with a completion date of June 28, 2020. Shop drawings have been reviewed and returned to the contractor.

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 is scheduled for FY2020.

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; bidding will occur as soon as approvals are obtained with construction planned to begin in July 2020.

A pre-demolition asbestos survey found no evidence of asbestos containing materials. Exhaust fans are being evaluated for replacement. Submission to NJDEP will take place after the "Authority approves updated plans and specifications.

Harford Road WPCF Lighting Replacement

No change in status. This project is for the replacement of site lighting throughout the plant. Design is complete. Engineering review to be finalized and then given to MUA for review before submission to NJDEP.

Nottingham Way Water Main Replacement

No change in status. This project includes the replacement of approximately 500 LF of 6" water main. Survey work has been completed. The project schedule will be dependent on the frequency of future water main breaks.

Saint David Drive Water Main Replacement – Phase 2

This project includes the replacement of approximately 2,200 LF of 12' and 8" water main. Plans have been approved by the Authority. Specifications are begin finalized. Scope and price for GIS survey/documentation of installed water main are being generated.

Hartford Road WPCF Plant Laboratory Relocation

This project included the conversion of an existing storage building that formerly contained a package water treatment plant for the on-site well into a laboratory for plant operating personnel's use. This project is included in bundle 1 of NJIB loan. On April 18, 2019, a contract was awarded to J.H. Williams Enterprises in the amount of \$224,000. Construction is complete.

Emergency Shower and Eyewash Facility Installation

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. Purchase orders sent to PSE&G to conduct work. The project has been advertised for bid.

Hartford Road WPCF Filter Press Control Panel Replacements

No change in status. This project includes the replacement of the filter press controls and filter press belt motors. This project is part of bundle 1 of the NJIB loan. A contract in the amount of \$183,750 was awarded to the low bidder, A.B.S. Electric, Incorporated on June 28, 2019. Construction is underway. Project to be completed by December 28, 2019.

Hartford Road WPCF Door Replacements

No change in status. This project included the replacement of approximately 26 doors located at various buildings at the Hartford Road WPCF. The doors are the original metal doors installed on the buildings when the plant was constructed in 1996. Due to the environment, the doors corroded and were replaced with fiberglass doors which are corrosion resistant. Contract No. 2018-15 in the amount of \$217,000 was awarded to W.G. Gross, Inc. at the February 21, 2019 meeting. The project is complete.

Union Mill Farms Force Main Replacement

No change in status. 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 DEP and we are awaiting comment or approval. Other required submittals are being submitted to DEP.

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.

Closed Session

A motion was made by Mr. Riley, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2019-12-132 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 6:35 p.m.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

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

The meeting was re-opened at 6:53 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Riley and with unanimous agreement from Ms. Capri, Mr. Riley and Mr. Francescone.

Contracts

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-133, Resolution Authorizing the Award of Contract with the New Jersey Manufacturers Insurance Agency to Provide Worker's Compensation Insurance Coverage, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.

Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-134, Resolution Approving Change Order No. 2 with a credit in the amount of \$18,809.84 for the Hartford Road Water Pollution Control Facility Door Replacement Project, Contract No. 2018-15, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.

Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-135, Resolution Approving Change Order No. 1 with an additional

cost of \$8,452.12 for the Hartford Road Water Pollution Control Facility Plant Laboratory Project, Contract No. 2018-07, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-136, Resolution Approving Change Order No. 2 with an additional cost of \$1,566.71 for the Hartford Road Water Pollution Control Facility Warehouse to Vehicle Storage Conversion Project, Contract No. 2017-10, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-12-137, Resolution Approving the Release of the Maintenance Bond for the Hartford Road Water Pollution Control Facility Pump Station Project, Contract No. 2016-14, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-12-138, Resolution Authorizing the Rejection of the Emergency Shower and Eyewash Installation Project Following Receipt of Competitive Bids, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-139, Resolution Approving the Award of the Emergency Repair Work, Contract No. 2019-12 (re-bid) to Henkels & McCoy, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Accounting and Financial

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-140, Resolution Approving Appointment of Public Agency Compliance Officer (P.A.C.O.) for the Mount Laurel Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-12-141, Resolution Approving Revised Fees for Water and Sewer Connections, with affirmative votes from Ms. Capri, Mr. Francescone and Mr. Riley.
Total votes: 3 ayes, 0 nays, 0 abstention, 2 absent

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved the Treasurer's Report of October 2019 and Payment Plan Status Report for November 2019, with affirmative votes from Ms. Capri, Mr. Riley and Mr. Francescone.
Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Requisition #602 in the amount of \$567,299.40 for the accounts payable vouchers with affirmative votes from Ms. Capri, Mr. Riley and Mr. Francescone.
Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

There were no Acquisition and Construction Bills this Month.

Following a motion made by Mr. Francescone and seconded by Mr. Riley the Board unanimously approved Requisition #4877 through #4895 in the amount of \$168,201.36 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Mr. Riley and Mr. Francescone.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Comments:

Ms. Carolan commended Randy Southwick for his work with the belt filter press biosolids. Randy has been trying for 2 years to produce a drier sludge cake and he succeeded and saved the Authority approximately \$25K to \$30K last year. Randy worked hard on this project and it effects the budget favorably.

Mr. Wiest reported that the IRS form 8038 late filing issue has been resolved with no fines being imposed. IRS accepted our explanation.

Following a motion made by Mr. Riley seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 7:17 p.m.