

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

December 21, 2023

Chairwoman Murphy called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:04 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

Also in attendance were:

Russell Trice	Operations Engineer
Jonathan Sears	Director of Finance
Diane Ordille	Administrative Assistant
William Long	Consulting Engineer
George Morris	Solicitor

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.

Public Comment – General

No public in attendance

Minutes

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

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

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

Following a motion made by Ms. Capri and seconded by Mr. Knight the Board unanimously approved the minutes for the December 5, 2023, public rate hearing meeting, with affirmative votes from Ms. Murphy, Ms. Capri, and Mr. Knight.

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

Developments/New Connections

No Developments or New Connections

Operations

Water System Summary

Mr. Sears reported that we utilized our full water allocation at the water treatment plant.

Mr. Sears noted that we have 9 public and 1 private fire hydrant(s) out of service. Mr. Sears added that during the shutdown of Union Mill Road for the sewer valve repair, we were able to replace 2 hydrants on Union Mill Road.

Mr. Sears stated that there have been 2 water main breaks since the last meeting.

Sewer System Summary

Mr. Sears reported that 5 pump stations were working outside of normal parameters.

Mr. Sears said that on November 19th, there was a drywell flood at the Birchfield pump station. Mr. Sears added that we currently have a bypass pump running there.

Mr. Sears stated that today Hartford Rd was temporarily closed to vehicles in the northbound direction between Marne and College for the test pits for the air release valve replacement project at 101 Hartford.

Mr. Sears mentioned that there were news reports of Iranian cyber hackers going after Israeli made devices (PLC's). Mr. Sears confirmed that we do not have them in our system.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

Replacement of Part of Library Force Main and Millstream Force Main Connection, M-180-322-003

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. Contract awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$1,219,000.83 on April 20, 2023. There was an issue encountered with the Millstream work however the Millstream connection was made and the road is reopened. There is additional work needed on the Library Force Main portion of the project.

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

This project included electrical and control system replacement and upgrades at both the Atrium and the Hooton Road stations. The Atrium station work also included pump replacement and replacement of the emergency generator which also connects to the adjacent Horizon Way Water Booster Station. Financing via NJIB Loan. On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. The contractor is addressing punch list items. The final estimate has been submitted.

Air Release MH Improvements 101 Hartford Rd & Isolation Valve Removal Pike Rd M-180-392-000

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. The air release valve test pit was done on 101 Hartford Road. The isolation valve on Pike Road is essentially complete and Hartford is scheduled for January.

Water Main on Hainesport-Mount Laurel Road County Bridge #B4.71 M-180-393-000

This project is for repair of a leaking 12” water main which is strapped to the side of the County bridge. A contract was awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$109,000.83 during the July 2023 meeting. Construction is scheduled for January.

Well No. 4 Redevelopment-M-180-395-000

This project is for the redevelopment of Well no. 4, including removal and rehabilitation of the existing pump and well piping, redevelopment of the well and installation of Authority supplied pump and well piping. On tonight’s agenda with recommendation to award to A.C. Shultes, Inc. in the amount of \$117,600.00. Precon to take place in January.

Active Projects in Design

Pump Station Monitoring System, M-180-365-000

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 the 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 but the Authority was able to get I-Bank approval to move this to a separate financing so the remainder of bundle #1 can go to loan closing. Authority comments addressed on plans and specifications. Plans and specifications will be submitted to NJDEP.

Air Release Manhole Improvements Union Mill Road M-180-390-000

No change in status. 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.

Manual Transfer Switch Installation-81 Elbo Lane M-180-394-000

No change in status. This project is to install a transfer switch with the capability of connecting an existing portable generator to it when needed, at the Authority’s Engineering Office Located at 81 Elbo Lane. This has been changed from automatic to manual transfer switch. Nothing has been done yet to revise the plans and specifications from automatic to manual.

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 used 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. Final report is now expected by the end of October, but some projects were already included in the Authority’s FY24 and subsequent years capital budgets. The Authority is pursuing relocation of the replacement plant headworks off-site in order to address high pressures in the primary force main. Document is complete, we just need the compiled version. This can be removed from the report.

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

This project includes the replacement and rehabilitation of the HVAC system at the Elbo WTP. Financing will be via the NJIB. MM indicated that the final copies of the plans and specifications will be submitted to DEP and the IBank for review today. Waiting on comments from the DEP.

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 shipped and is scheduled to be delivered on December 29th.

John Francescone arrived 7:08 pm

HRWPCF Sludge Dewatering Equipment Replacement (Engineer: Colliers)

This project includes the replacement of the sludge handling and dewatering equipment in the sludge dewatering building which was originally constructed in 1996. Colliers indicated that the final plans and specifications will be submitted to the Authority and the DEP by December 1st. Still have not received the final plans and specifications. Will set up a meeting with them to determine what needs to be done to get this job completed.

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

This project included 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. All work has been completed and the contract can be closed out.

Tricia Meadows Force Main (Engineer: ERI)

This project is for the replacement of a section of the Tricia Meadows force main from the vicinity of the PS to Moorestown-Mt Laurel Road. A contract was awarded to CTX Infrastructure, the low bidder, in the amount of \$223,875 at the September 2023 meeting. The contractor started clearing the route for the force main. Once complete the surveyor will lay out the base for the force main. Work anticipated to begin the first week in December. Contractor has the final connections on each end of the force main that still need to take place which will occur in the new year.

Hartford Road WPCF Headworks Facility (Engineer: Mott MacDonald)

Mott MacDonald performed an evaluation of the existing comminutors and grit removal facilities at the Hartford Road WPCF. The 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 final report has been submitted and is under review.

Cornwallis Drive and Carteret Court Water Main Replacement (Engineer: ERI)

Project includes replacement of 1000 feet of 8" water main on Cornwallis and 570 feet of 6" water main on Carteret Court. The project has been advertised with bids to be received on December 14, 2023. On tonight's agenda to award the project to A to Z site contractors in the amount of \$540,165.00.

Closed Session

A motion was made by Mr. Knight, seconded by Mr. Francescone, the Board unanimously approved to pass Resolution 2023-12-128 to close the meeting to discuss Litigation and Potential Litigation which are exempt from open meetings under the Sunshine Law, at 7:12 p.m., with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

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

The meeting was re-opened at 7:14 p.m., following a motion made by Mr. Francescone and seconded by Ms. Capri with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Ms. Capri, the Board unanimously approved non-union raises for 2024.

Contracts

Mr. Sears asked for two members to volunteer for the Professional Review Committee and Ms. Murphy and Ms. Capri volunteered. Mr. Sears stated he would send a doodle poll with meeting dates to review the professionals' proposals.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-129 Resolution Authorizing the Award of Contract with the New Jersey Manufacturers Insurance Company in the amount of \$122,658.00 to Provide Worker's Compensation Insurance Coverage for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-130 Resolution Authorizing the Award of a Contract to A to Z Site Contractors in the amount of \$540,615.00 for the Water Main Replacement on Cornwallis Drive and Carteret Court, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-131 Resolution Approving Change Order No. 3 with decrease of \$2,380.00, for the Chapel Hill Road and Trefoil Terrace Water Main Replacement Project, MUA Contract No. 2022-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-132 Resolution Approving Acceptance of the Chapel Hill Road and Trefoil Terrace Water Main Replacement Project and initiating the Two-Year Maintenance Period, MUA Contract No. 2022-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-133 Resolution Authorizing Release of Maintenance Bond for South Church Street Tank Painting, MUA Contract No. 2020-07, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Mr. Sears explained that regarding resolution no. 2023-12-134, we are looking to increase our professional service contract amount with Colliers related to GIS services due to our staff member resigning.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-134 Resolution Authorizing Amendment to Resolution No. 2023-02-30, Increase for an additional \$30,000 to Contract for Colliers Engineering & Design GIS Services, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Accounting and Financial

Following a motion made by Mr. Knight and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2023-12-135 Resolution Approving Appointment of Public Agency Compliance Officer (PACO) for the Mount Laurel Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Mr. Sears explained that regarding resolution number 2023-12-136 and the increase in connection fees, that the MLTMUA would reach out to the developers with existing contracts to offer that if they pay all connection fees owed, on or before 1/31/24, they will be charged the old rate but if they pay 2/1/2024 or later, they will be charged the new rate.

Following a motion made by Ms. Capri and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-12-136 Resolution Approving Revised Rate Schedule for Water and Sewer Service, Water and Sewer Connection Fees and Ancillary Fees, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved the Treasurers Report for October 2023 and Payment Plan Status Report for December 2023, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Francescone and seconded by Ms. Capri, the Board unanimously approved Requisition #650 in the amount of \$690,169.16 for the Accounts Payable Vouchers, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

There were no bills from the Acquisition and Construction Bill List

Following a motion made by Mr. Knight and seconded by Mr. Francescone the Board unanimously approved Requisitions #6013 through #6024, in the amount of \$321,067.18 from the Renewal and Replacement list with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Comments:

Mr. Sears said we applied for a Grant from NJ CCIC for cyber security. There were several hundred applicants, but we should know by the end of the month if we were approved.

Mr. Giegerich reported that the Bishops Gate Warehouse was approved at the last planning board meeting.

Following a motion made by Ms. Murphy and seconded by Mr. Francescone and with unanimous agreement from the members, the meeting was adjourned at 7:22 pm.