

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

January 16, 2020

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
Christopher Smith	Member
Elwood Knight	Member

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.

**Public Comment**

There was no public comment.

**Minutes**

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board approved the minutes for the December 19, 2019 regular meeting, with affirmative votes from Mr. Francescone, Ms. Capri and Mr. Riley. Mr. Knight and Mr. Smith abstained from voting.  
Total votes: 3 ayes, 0 nays, 2 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board approved Resolution No. 2020-01-01, Resolution Approving the Release of Certain Closed Session Authority Board Meeting Minutes from Months of July 2018 Through June 2019, with affirmative votes from Mr. Francescone, Ms. Capri and Mr. Riley. Mr. Knight and Mr. Smith abstained from voting.  
Total votes: 3 ayes, 0 nays, 2 abstentions, 0 absent

**Developments/New Connections**

No Developments/New Connections this month.

**Operations****Water System Summary**

Ms. Carolan reviewed the Water Summary Report and noted that 1.4BG was supplied to service last year. Ms. Carolan said that our peak year still remains 2001, with 1.75BG supplied.

Ms. Carolan added that we used all our well allocation and met contractual obligations with Willingboro MUA and NJAWC.

The peak use day in 2019 was 7/28/19 with 6.36MG used.

Ms. Carolan reported that there were 6 water leaks since the last meeting, 2 occurring yesterday, on Cornwallis Drive (photos were circulated) and in Rancocas Woods. On Cornwallis, the water backed up into the underdrains which allowed water to enter the basement of a nearby home. In Rancocas Woods, there was massive flooding and it took from 4:30 p.m. to midnight to get shut down the water shut down which ended up with all customers without water from midnight to 6am. Water was again shut off to the entire neighborhood from about 10am to noon, to finish installation of the replacement piping. Photos were circulated.

Ms. Carolan added that NJDEP has finally deleted the 2019 NOV regarding sampling at Horizon Way Interconnection with NJ American.

**Wastewater System Summary**

Ms. Carolan reported that there are 5 pumping stations operating outside normal parameters.

Ms. Carolan added that around Christmas there was a problem with the dewatered sludge pump at the plant which prohibited sludge removal to 10 days. Photos were circulated.

**Underdrains**

Ms. Carolan noted that our verification of underdrains confirms that the Millstream development has sump pump headers, Millstream West and Laurel Knoll East have nothing.

**Presentation of Engineer's Status Report**

Mr. Kahn 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 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. The TWA application was deemed administratively complete and is under technical review by NJDEP. NJDEP review is being expedited to secure project approvals necessary to allow construction prior to scheduled road paving by the County.

**Atrium & Hooten Pump Station Upgrades**

No change in status. 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 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

No change in status. 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. The project was advertised for bid today.

#### 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.

Bids received on December 17, 2019 were rejected due to large exceedance of engineer’s estimate. Rebid documents will be sent to the Authority for approval prior to re-advertisement.

#### Hartford Road WPCF Filter Press Control Panel Replacements

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. Installation of control panels delayed pending delivery to site. Project to be completed by December 28, 2019.

#### 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. Knight, seconded by Mr. Riley, voted on and unanimously approved to pass Resolution 2020-01-02 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:45 p.m.

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

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

The meeting was re-opened at 7:53 p.m., following a motion made by Mr. Riley, and seconded by Mr. Smith and with unanimous agreement from Ms. Capri, Mr. Riley, Mr. Smith, Mr. Knight and Mr. Francescone.

**Contracts**

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2020-01-03, Resolution Authorizing the Award of Contract with Met Life Financial Company to Provide Dental Insurance Coverage Effective February 1, 2020, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith and Mr. Riley.

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

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-01-04, Resolution Authorizing the Award of Contract with Met Life Financial Company to Provide Life, Accidental Death and Dismemberment, and Long-Term Disability Insurance Coverage Effective February 1, 2020, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith and Mr. Riley.

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

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-01-05, Resolution Approving Acceptance of Hartford Road WPCF Door Replacement Project and Initiating the Two-Year Maintenance Period for Contract No. 2018-15, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith and Mr. Riley.

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

**Accounting and Financial**

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report of November 2019 and Payment Plan Status Report for December 2019, with affirmative votes from Ms. Capri, Mr. Riley, Mr. Smith, Mr. Knight and Mr. Francescone.

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 Requisition #603 in the amount of \$821,503.33 for the accounts payable vouchers with affirmative votes from Ms. Capri, Mr. Riley, Mr. Smith, Mr. Knight and Mr. Francescone.

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

Following a motion made by Mr. Knight and seconded by Mr. Riley, the Board unanimously approved Requisition #4552 through #4554 in the amount of \$16,671.80 from Acquisition and Construction List with affirmative votes from Ms. Capri, Mr. Riley, Mr. Smith, Mr. Knight and Mr. Francescone.

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

Following a motion made by Mr. Riley and seconded by Mr. Smith the Board unanimously approved Requisition #4896 through #4940 in the amount of \$221,077.56 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Mr. Riley, Mr. Smith, Mr. Knight and Mr. Francescone.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

**Comments:**

Ms. Carolan circulated photos of the recently completed capital projects: Warehouse to Vehicle Storage Conversion, and the Hartford Rd WPCF Plant Lab.

Ms. Carolan commended the water repair crew for their hard work in the last few days.

Ms. Carolan announced that Bob Adler is retiring and this is his last Board meeting.

Mr. Adler said it has been a pleasure to work for the Authority for all these years – he thanked everyone for everything.

The Board members thanked Mr. Adler and wished him well.

Ms. Carolan noted that the March meeting has been changed from 3/19 to 3/26.

Following a motion made by Mr. Smith seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:05 p.m.