

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

January 18, 2024

Chairwoman Murphy called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 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
Jim Kehoe	Member

Also in attendance were:

Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Jonathan Sears	Director of Finance
Rachael Concepcion	Employee Engagement/Safety
William Long	Consulting Engineer
George Morris	Solicitor
Alicia Lipton	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. Francescone and seconded by Ms. Capri the Board unanimously approved the minutes for the December 21, 2023, regular meeting, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone.  
Total votes: 4 ayes, 0 nays, 1 abstention, 0 absent

Following a motion made by Ms. Capri and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2024-01-01 Resolution Approving Release of Certain Closed Session Authority Board Meeting Minutes from Months of July 2022 Through June 2023, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

### **Developments/New Connections**

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2024-01-02 Resolution Authorizing the Reduction of Water and Sewer Performance Bonds Posted for Haddon Point Apartment Complex, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

### **Operations**

#### **Water System Summary**

Ms. Carolan announced that there have been no water main breaks since the last meeting.

Ms. Carolan added that during a hydrant repair by a contractor, the hydrant began leaking during the repair, so we had to do an emergency shutdown in a neighborhood on Biddle Way for several hours.

Ms. Carolan discussed the 2023 water supply summary and explained the use and costs associated with water purchases.

Ms. Murphy questioned the new requirements that all new construction has to have a fire sprinkler system installed and how it would affect the MUA. Ms. Carolan explained that as long as the lines are under 2” there wouldn’t be additional charges to the customer, nor would it have any impact on the MUA.

Ms. Murphy also mentioned that a bill was recently passed on labeling requirements for wipes.

Ms. Carolan reported that the water treatment plant is currently running on just one well, and we’re buying from NJAW and WMUA and we are recharging the ASR.

Ms. Carolan stated that the storm that occurred last week impacted the water system due to power fluctuations and need for the emergency generator at the treatment plant to repeatedly turn on and off. She added that she previously reported about the issue regarding the generator’s automatic transfer switch; repairs are not complete as we’re still waiting on parts, so it was necessary to have the plant monitored 24/7 until consistent power was restored.

#### **Sewer System Summary**

Ms. Carolan reported there was a sanitary sewer leak on Union Mill Rd which was initially believed to be on the MUA’s large force main but turned out to be the customer’s private ejector service line for 607 Union Mill Road near where it connected to the MUA’s main. Ms. Carolan explained that the estimated cost of this repair is \$70,000.

Ms. Carolan stated that the recent big rainstorm on the 9<sup>th</sup> impacted the sanitary sewer system and that we trucked for over 24 hours, with an estimated cost of \$50,000.

Ms. Carolan said that there was another smaller rainstorm on the 13<sup>th</sup>, that caused the need for additional trucking for a shorter term.

Ms. Carolan went on to say that we are really having a problem with the frequent storms, especially at Ramblewood, that we are trying to address by raising the manholes along the creek on the golf course and other measures.

Ms. Carolan said that in addition to raising the manholes, we’re going to have to address the sump-pumps in that area as a lot of people in that area have them connected into the sanitary sewer, which is illegal.

Ms. Carolan reported that there was good news with the Birchfield pump station drywell flood, today the first pump was delivered.

Ms. Carolan added that with all of the rain, the sewer plant looked great, there were no problems.

### **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. The Millstream connection is basically complete. The Library force main directional drill work is almost complete.

##### 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. Contractor is addressing punch list items.

##### 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. Construction is 99% complete on Pike Road. Work on Hartford Road is scheduled to start on Monday.

##### 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. On schedule to start construction in January but they are having equipment delivery issues.

##### 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. This was awarded to A.C. Shultes, Inc. in the amount of \$117,600.00. Work started today.

#### 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. Received comments back from DEP, revised plans and specs and will be out to bid early March.

##### 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

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. Plans and specifications revised and sent to Authority for review.

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

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. Plans and specs have been uploaded to DEP today. Waiting on comments back 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. The generator was received, set and wired up by the contractor. Startup and training is scheduled for February 20 and 21.

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 1<sup>st</sup>. The Authority let Colliers know that we are dissatisfied with their work not being on schedule. They promised that they would have the plans and specifications to us and DEP next week.

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 completed the installation of the force main, and it was connected to the pump station. Just site restoration and grouting of the old main is left.

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. Waiting on signed contracts and bonds back from the contractor.

**Closed Session**

A motion was made by Mr. Knight, seconded by Mr. Francescone, the Board unanimously approved to pass Resolution 2024-01-03 to close the meeting to discuss Litigation and Potential Litigation which are exempt from open meetings under the Sunshine Law, at 7:24 p.m., with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

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

The meeting was re-opened at 7:45 p.m., following a motion made by Mr. Kehoe and seconded by Mr. Francescone, with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

**Contracts**

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe, the Board unanimously approved Resolution No. 2024-01-04 Resolution Authorizing Award Bid for Lease Space for the Installation of Antennas and Related Equipment at the Fostertown Road Water Storage Tank, MUA Contract No. 2023-08 Re-Bid, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe, the Board unanimously approved Resolution No. 2024-01-05 Resolution Approving Change Order No. 3 with an Increase in the amount of 23,495.00 for the Hartford Road Air Release Valve Replacement & Pike Road Isolation Valve Removal Project, MUA Contract No. 2022-14, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe, the Board unanimously approved Resolution No. 2024-01-06 Resolution Authorizing the Award of a Contract with Met Life Financial Company to Provide Dental Insurance Coverage Effective February 1, 2024, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Following a motion made by Mr. Francescone and seconded by Mr. Kehoe, the Board unanimously approved Resolution No. 2024-01-07 Resolution Authorizing the Award of a Contract with Met Life Insurance Company to Provide Life, Accidental Death and Dismemberment, and Long-Term Disability Insurance Coverage Effective February 1, 2024, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

**Accounting and Financial**

Following a motion made by Mr. Knight and seconded by Ms. Capri, the Board unanimously approved the Treasurers Report for November 2023 and Payment Plan Status Report for January 2024, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.

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

Following a motion made by Mr. Kehoe and seconded by Mr. Francescone, the Board unanimously approved Requestion #651 in the amount of \$195,793.12 for the Accounts Payable Vouchers, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

There were no bills from the Acquisition and Construction Bill List

Following a motion made by Ms. Capri and seconded by Mr. Knight, the Board unanimously approved Requisitions #6025 through #6040, in the amount of \$500,193.27 from the Renewal and Replacement list with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, Mr. Francescone and Mr. Kehoe.  
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

**Comments:**

Ms. Carolan mentioned that the proposed board meeting schedule for 2024 was sent home for everyone to look at and report any potential conflicts for meetings. If no one has a conflict, these dates will be advertised following the reorganization meeting as our future meetings.

Ms. Carolan added that John Francescone is being reappointed for another 5-year term.

Ms. Carolan announced that she will be in Europe for the next 2 weeks.

Mr. Giegerich reported that the warehouse at 2001 Briggs Road is close to submitting plans.

Following a motion made by Mr. Kehoe and seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 7:52 pm.