

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

January 20, 2022

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 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	Chair
Christopher Smith	Vice Chair
Elwood Knight	Secretary
John Francescone	Member
Carol Murphy	Member

Also in attendance were:

William Long	Consulting Engineer
George Morris	Solicitor
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Jonathan Sears	Finance Director
Brian Scott	Human Resources Director

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 were no members of the public in attendance.

Minutes

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board approved the minutes for the December 20, 2021, regular meeting, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight and Ms. Murphy.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2022-01-01 Resolution Approving Release of Certain Closed Session Authority Board Meeting Minutes from Months of July 2020 Through June 2021, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Developments/New Connections

Following a motion made by Ms. Murphy and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2022-01-02 Resolution Authorizing the Release of Performance Bonds for the Ethel Lawrence Outdoor Recreation Area, MUA Project No. 201-907, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2022-01-03 Resolution Authorizing the Release of Performance Bonds for the Jesus Christ Bread of Life Cemetery Improvements Phases 1 and 2, MUA Project No. 201-303, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the board unanimously approved Resolution No. 2022-01-04 Resolution Authorizing Release of the Performance Bonds for the Rowan College Burlington County, Student Access Center, MUA Project No. 201-609

Operations

COVID-19 Update

Mr. Sears noted that interest forgiven since March of 2020 is approximately \$401,000. The Executive Order 246 that established a 6-month grace period for shut offs and interest charges for residential customers is extended through March 15, 2022.

Water System Summary

Ms. Carolan provided a review of the 2021 water supply summary where 1447 million gallons was supplied to customers. Ms. Carolan summarized why the MLMUA supply fluctuates based on the ASR well and water allocation withdrawal vs. to service.

Ms. Carolan reported that NJAWC announced a rate increase of 11.2%. This increase was posted on their website. Ms. Carolan will review the increase notice in its entirety and have details at the next meeting.

Ms. Carolan mentioned that there was (1) water main break since the last meeting.

Ms. Carolan noted that hydrant parts are being received and 2 hydrants have been repaired. There are still several out of service and the fire department is being updated weekly.

Ms. Carolan reported that we have started receiving bills from the repair on the Mount Laurel Township water service line leak, at 100 Mount Laurel Road, that took place on November 30th. Ms. Carolan contacted M. Tomczyk and was advised to send the bills to her and the Township would pay them.

Ms. Carolan advised that on January 10th, there was a water quality social media outpouring primarily on water taste/smell. Ms. Carolan stated that we just changed water sources on January 1st and the change from well to surface water distribution points most likely caused people to notice a difference. The next large change is May 1st when the NJAWC off-peak period ends, and discussions will continue about possibly trying to phase the water sources in and out to reduce noticeable changes for customers.

Ms. Carolan also noted there was a second social media thread about a water/sewer bill going up \$10.00; she added that a \$10 increase or decrease is equivalent to 1 thousand gallons of usage.

Ms. Carolan reported that the Willingboro MUA posted a new notice on their website regarding the PFOS situation; the notice does a much better job explaining their situation.

Sewer System Summary

Ms. Carolan noted that there was (1) force main break on January 12th, on the Tricia Meadows force main behind the houses. The leak was on a repair clamp that was installed in the 90's which had been backfilled with concrete, so a section of the main had to be cut out and replaced.

Ms. Carolan reported that (4) pumping stations are operating out of normal parameters.

Ms. Carolan stated that the disposal rate for biosolids/sludge at Burlington County Composting Facility increased by 5.6% effective January 1 or about \$20k-\$25k/year; this is one of the largest budget line items at around \$500,000/year.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

Atrium & Hooten Pump Station Upgrades, M-180-347

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.

On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. A preconstruction meeting is scheduled for January 27, 2022. Currently reviewing shop drawings. Due to weather, work probably won't begin until March.

Devonshire Pump Station Upgrade, M-180-353-00, SPS-RR-(E)

This project included a major rehabilitation of the Devonshire Pump Station which was originally constructed in 1977 as part of the Larchmont development. A contract in the amount of \$759,000 was awarded to B & H Contracting, Inc. at the December 2020 meeting. Construction started on April 6, 2021. Project is substantially complete with contractor addressing punch list items. Pump station has been operational but still having issues with the control system. There hasn't been satisfaction with contractors' response so a letter was sent informing that liquidated damages would be assessed if they don't get the control system operational. Working with contractor and Flygt representative so that the control issues can be properly addressed.

Hartford Road WPCF Primary Clarifier Tank Repainting, M-180-355-002

This project was originally included in the tank repairs project (M-180-355-001); however, a problem with the bid indicated that specification revisions were needed. This project will be financed via the NJIB. Both primary clarifiers which were constructed in 1996 were blasted and repainted. Contract number R2021-03 was awarded to Allied Painting, Inc. in the amount of \$325,000 at the July 15, 2021, meeting. Construction is complete. Closeout documentation to be submitted.

Hartford Road WPCF Lighting Replacement, M-180-364-001

No change in status. This project was for the replacement of site lighting throughout the plant. Financing via NJIB. A contract in the amount of \$102,040.00 was awarded to ABS Electric, Inc. on September 17, 2020. Construction is complete. Close out documentation to be submitted.

Union Mill Farms Force Main Replacement, M-180-376

This project includes 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. The Township will repave the roadway after our main is installed. Financing will be via the NJIB. Contract No. 2019-02 was awarded to Earle Asphalt Company in the amount of \$409,713.13 during the October 21, 2021 meeting. Pre-con held on November 16, 2021. Contractor concerned about material delays. Revised expected start date yet March 2022, depending on the weather.

Piping, Heat Tracing, and Insulation Replacement at Hartford Rd WPCF, M-180-378-001, HR-MIS-(H)

No change in status. This project was 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/upgraded in 1996. This project will be funded via a loan from the NJIB. A contract was awarded to Whitfield

Schneider Enterprises in the amount of \$263,000 at the January 21, 2021, meeting. Construction is complete. Close out documentation to be submitted.

Active Projects in Design

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

The project includes replacing a section of the library force main, beginning at the pump station, through the adjacent wooded area to Route 295. The project includes 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 force main in Union Mill Rd. Authority directed the start of design and specs for replacement of existing Library main with 10" pipe installation using directional drill method. This has become a priority and design work has been started. Design of the Library FM work is 50% complete. TWA application to be submitted for NJDEP approval.

Hartford Road WPCF Orbal Aerator Repairs, M-180-360

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. This project was included in the first loan application for NJIB financing, construction was originally scheduled for FY 2020, bidding in March 2021. Plans and specs are being revised based NJDEP comments. Advertising scheduled for January 2022.

Pump Station Monitoring System, M-180-365

No change in status. This project includes updating of the alarm system at 30 of the Authority's 41 sewage pumping stations. In addition, condition monitoring will be included with the system. The Authority authorized start of design work with a completion of March 5, 2021, which was not met. Financing for this project was originally planned for NJIB bundle #1. Alaimo Group received recommendations from Flygt representatives for upgrades as each pump station. A "jockey" panel will be installed at each station. Alaimo will submit a chart to the Authority showing the existing pump station configurations. Plans and specifications to be completed by the end of December 2021 for Authority review. Specs are about 50% complete. Additional meeting with Authority and Flygt representatives December 7th regarding integration of the monitoring system with pump stations. Waiting on Flygt to schedule another meeting between MUA representatives, Alaimo and Flygt engineers. Waiting to determine issues with the Devonshire controls as this project is for approximately 30 pump stations and the controls for those which are all tied into the same float system.

2022 Pump Station Painting/Corrosion Control, M-180-387

This project will include painting of the interior and exterior of the drywells located at the Devonshire, Lakes and Millstream Pump Stations. The project is scheduled to be advertised in January 2022 and awarded at the April 2022 Board Meeting.

Ramblewood Pump Station Valve Replacement

This project includes the replacement of eight (8) gate valves and four (4) check valves within the dry well. Project will require bypass pumping during the pump station shutdown. Plans are 50% complete.

Completed Projects on Maintenance Bond

Replacement of Briggs Force Main and Connection and Library Force Main Connection, M-180-322-001

Construction completed on November 16, 2020. The maintenance bond will expire on November 16, 2022.

Hartford Road WPCF, Warehouse to Vehicle Storage Conversion, M-180-354

Contract 2017-10 was deemed substantially complete on December 17, 2020. The maintenance bond will expire on November 19, 2022.

Why is this missing from the Alaimo report?

Hartford Road WPCF Tank Repairs, M-180-355-00, HR-TK-(A)

Construction completed August 19, 2021, and on maintenance bond that expires August 19, 2023.

Hartford Road WPCF Roof Replacement and Lightning Protection, M-180-363-1

Construction completed March 1, 2021. The maintenance bond will expire on March 1, 2023.

Saint David Drive Water Main Replacement – Phase 2, M-180-367

Construction is complete effective December 31, 2020; maintenance bond expires on December 31, 2022.

Pump Station Site Work, M-180-371, SPS-B-(B)

Construction completed August 19, 2021, and on maintenance bond that expires August 19, 2023.

Emergency Shower and Eyewash Facility Installation, M-180-372-1

Construction is complete effective February 28, 2021, and on maintenance bond until February 28, 2023.

Hartford Road WPCF Filter Press Control Panel Replacements, M-180-374

Construction completed March 19, 2020, and on maintenance bond until March 19, 2022.

Hartford Road WPCF Door Replacement, M-180-375

Construction completed January 7, 2020, and maintenance bond expires January 7, 2022.

Door and Window Replacement – Various Locations

Construction completed January 27, 2021. Maintenance bond expires January 20, 2024.

Repainting of Elbo Lane Clarifiers, M-180-383

Construction completed on January 27, 2021. Maintenance bond expires January 27, 2023.

Redevelopment of Well #6, M-180-384

Construction completed April 7, 2021. Maintenance bond expires April 7, 2023.

South Church Street Tank Painting M-180-385

Construction completed April 7, 2021. Maintenance bond expires April 7, 2023

Redevelopment of Well No. 7 M-180-386

Construction completed December 10, 2021. Maintenance bond expires December 9, 2023.

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

Force Main Air Release Valves (Engineer: ERI, Inc.)

This project is to rehabilitate several air release valves on the Tricia Meadows, Laurel Ponds and Bridlewood system, and install an additional air release on the Tricia Meadows leg. Contract 2020-06 rebid was awarded to Coastline Construction, LLC in the amount of \$434,500.00 at the October 2021 board meeting. The preconstruction meeting was held on December 3rd and the Notice to Proceed was issued on December 6th. The contract completion time is 90 days; however, the actual start and completion dates will be dependent on material availability and County approvals. Air release valve delivery times are approximately 12 weeks; therefore, construction may not start until sometime in late February, early March.

Shop drawings are under review. Also, the contractor is still waiting to obtain the required County road-opening approvals.

East Saint Andrews Drive Water Main Replacement (Engineer: ERI, Inc.)

The directional drilling of the water main under the deteriorated culverts that was authorized last month was completed without any problems. Therefore, all the water main replacement work has been completed and final paving will take place around April 1st.

Sanitary Sewer System Modelling, Capacity Assessment and Master Planning (Engineer: Mott MacDonald)

The flow meters and pressure recorders which were installed in the months of November and December have been removed. Mott MacDonald is currently reviewing and evaluating the data and entering it into the hydraulic model. Once they are satisfied that the hydraulic model is accurately simulating what is actually occurring in the system, they will start analyzing the system and to identify various improvements to alleviate the flow and pressure problems that are occurring.

Ramblewood Pump Station Generator Replacement (Engineer: Remington & Vernick)

Remington & Vernick have completed the plans and specifications and the contract has been advertised. Bids are scheduled to be received on February 3rd and if there are no issues with the bids, the contract will be awarded at the February 17th meeting.

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

Mott MacDonald is continuing to work on the preliminary design. Plant water temperature data was provided so that Mott MacDonald could determine whether it would be cost effective to use plant water to aid the air conditioning process.

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

This project includes replacement of ~600' of 8" CLDIP, 42 house services and 2 fire hydrants in Chapel Hill Road, and ~400' of 6" CLDIP, 3 house services and 2 fire hydrants in Trefoil Terrace. Design was recently authorized.

Closed Session

A motion was made by Mr. Smith, seconded by Mr. Francescone voted on and unanimously approved to pass Resolution 2022-01-05 to close the meeting to discuss Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:41 p.m.

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

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

The meeting was re-opened at 7:54 p.m., following a motion made by Mr. Knight, and seconded by Mr. Smith and with unanimous agreement from Ms. Capri, Mr. Knight, Ms. Murphy, Mr. Smith and Mr. Francescone.

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

Contracts

Following a motion made by Mr. Smith and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2022-01-06 Resolution Approving Change Order No. 1, with a Decrease of \$23,185.00, for the ASR Well No. 7 Redevelopment and Pump Repair Project, MUA Contract No. 2021-05, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Knight and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2022-01-07 Resolution Approving Change Order No. 2, with an Increase of \$3,772.26, for the Allied Painting, HRWPCF Clarifier Painting Project, MUA Contract No. 2020-03 with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2022-01-08 Resolution Approving Change Order No. 2, with a decrease of \$11,300.00, for the Painting of South Church Street Water Tank Project, MUA Contract No. 2020-07, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2022-01-09 Resolution Approving Final Acceptance of the South Church Street Tank Painting Project, MUA Contract No. 2020-07, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2022-01-10 Resolution Approving Final Acceptance of the Door and Window Replacement Various Locations Project, MUA Contract No. 2020-05, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2022-01-11 Resolution Authorizing the Award of a Contract with Met Life Financial Company, in the amount of \$71,301.72, to Provide Dental Insurance Coverage Effective February 1, 2022, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2022-01-12 Resolution Authorizing the Award of a Contract with Met Life Insurance Company, in the amount of \$22,793.00 to Provide Life, Accidental Death and Dismemberment, and Long-Term Disability Insurance Coverage Effective February 1, 2022, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Accounting and Financial

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2022-01-13 Resolution Authorizing Intention of the Mount Laurel Township Municipal Utilities Authority to Reimburse itself for Certain Expenditures Relating to the Authority's Capital Improvement Program Out of the Proceeds of Bonds or Other Obligations to be Hereafter Issued by the Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith and Ms. Murphy.

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

Mr. Sears noted that this approval is needed before we go out for financing for the dewatering and conveyance project at the sewage treatment plant.

Following a motion made by Mr. Francescone and seconded by Ms. Murphy, the Board unanimously approved the Treasurer's Report for November 2021 and Payment Plan Status Report for November 2021, with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith 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 #627 in the amount of \$893,367.57 for the accounts payable vouchers, with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith and Mr. Francescone. Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

There are no bills from the Acquisition and Construction List.

Following a motion made by Mr. Francescone and seconded by Ms. Murphy, the Board unanimously approved Requisition #5523 through #5543, in the amount of \$380,739.08 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Ms. Murphy, Mr. Knight, Mr. Smith and Mr. Francescone. Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Ms. Carolan commented that Mr. Knight was reappointed at the Township meeting in January. Ms. Carolan said that Mr. Knight started on the MUA board in 1993.

Ms. Carolan noted that the proposed 2022 board meeting dates of 3rd Thursday were sent home to board members to review to establish the schedule at the February meeting. Dates can be changed now, if necessary due to conflicts. Ms. Carolan also reported that the 1st Thursday of the month will be set aside in case extra meetings are necessary.

Ms. Carolan reported that also for reorganization, the professional services review committee, Cheryl Coco-Capri and Chris Smith, will be meeting the first week of February. Recommendations will be provided to the full board on February 11th.

Ms. Carolan said that Mount Laurel Township established an environmental commission. Ms. Carolan reported that she had concerns that the environmental commission may impact the MUA reviews and approvals but was advised by Meredith Tomczyk that the environmental commission is just an advisory board and shouldn't affect MUA in any manner.

Mr. Morris commented that many other municipalities, school boards and authorities are moving their board meetings to 6 pm. Mr. Morris also reported that per the Open Public Meetings Act, holding meetings electronically is permitted and should be advertised that way for the reorganization meeting with proposed dates.

Following a motion made by Mr. Smith seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 8:07 p.m.