

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

January 21, 2021

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:04 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
Dennis Riley	Vice Chair
Christopher Smith	Secretary
Elwood Knight	Member
John Francescone	Member

Also in attendance were:

William Long	Consulting Engineer
Richard Alaimo	Consulting Engineer
George Morris	Solicitor
Carmen Saginario	Labor Attorney
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
David Wiest	Finance Director
Jonathan Sears	Finance Director
Brian Scott	HR Director
Carol Murphy	Future Board Member
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

Minutes

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board approved the minutes for the December 17, 2020 regular meeting, with affirmative votes from Mr. Francescone, Mr. Riley, Ms. Capri, Mr. Knight and Mr. Smith.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-01-01, Resolution Approving Release of Certain Closed Session Authority Board Meeting Minutes from Months of July 2019 Through June 2020, with affirmative votes from Mr. Francescone, Mr. Riley, Ms. Capri, Mr. Knight and Mr. Smith.

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

Developments/New Connections

No Developments/New Connections.

Operations

COVID-19 Update

Ms. Carolan noted that there are 4 teams working at either regular locations or at satellite locations – some are in quarantine working from home or in isolation at MUA locations as recommended by the CDC guidelines.

As previously discussed, Mr. Sears reminded that late fees cannot be charged until 3/15/21.

Mr. Sears also noted that for 2020 collections, we are at 98.76% collected.

Water System Summary

Ms. Carolan reported that there were 4 water system leaks since the last meeting, 3 in Ramblewood and 1 near the skating rink.

Ms. Carolan said all December compliance sampling is finished.

Ms. Carolan noted that we are operating in off-peak mode and the Elbo Lane plant is operating sporadically and that most of our present water supply is coming from NJAWC. On 1/15, we started re-charging the ASR (30MG was left over) and the target is 250MG for this year.

Ms. Carolan added that we used all our allocation for 2020 and met both Willingboro and Evesham contract obligations. In addition, the usage for 2020 (amount sent to customers) was 1,417 MG (or 1.4 billion gallons), one of the lower customer use years in the last 20.

Ms. Carolan reported that Willingboro MUA's lab certification is being downgraded due departure of their lab manager, so they hired a contracted lab to assist with their testing – we are keeping a watch on the situation.

Sewer System Summary

Ms. Carolan reported that 4 pump stations are operating outside of normal parameters. On 1/6, there was a residential grease blockage at The Lakes development and 150 gallons spilled – all is okay. On 1/13, there was an impromptu DEP inspection and it went well but we have not yet received the formal inspection report.

Underdrains

Ms. Carolan reminded the members that for the last several years, the MUA has been working to identify if and which type of groundwater removal systems (underdrains or sump pump headers) might be located in individual developments. As such, in 2018 the MUA put together a draft map and supplied it to Township. We have continued to identify and verify the systems, and a revised map was issued in December 2020.

Ms. Carolan noted that immediately after the December meeting, some inconsistencies were noticed on the updated map. Those have now been corrected and is now presented to the Board. The revised map will be sent to the Township Manager and Council next week.

Solar Facility

Ms. Carolan explained that we didn't think we lost SREC revenue from the December 2020 malfunction of the meter, but in fact we did at about \$4,000. The existing meter has been repaired. Our new service company, Edison Electric, has recommended a change in meter type (costing \$1,650) to avoid this problem moving forward.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

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

This project included 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. Financing is via the NJ Infrastructure Bank (NJIB). A contract was awarded to Pioneer Pipe Contractors, in the amount of \$780,050.00 on May 21, 2020.

Construction started on September 28, 2020 and complete. Final close-out documentation needs to be submitted.

Hartford Road-Marne Highway Force Main Connection Replacement, M-180-343

No change in status. The Gables Development is required to reconstruct the Hartford Road/Marne Highway intersection as a condition of the County approval. At the intersection, the Authority's 18" Devonshire force main connects to the 24" primary force main which continues to the plant along Hartford Road. The Authority had planned to replace this connection, which was originally installed in the late 1970's, as part of the Renewal and Replacement program. At the Authority's request, the developer's contractor will perform the Authority's project when performing their other work. The Authority will reimburse the developer for associated Authority costs by way of equivalent connection fees.

Devonshire Pump Station Upgrade, M-180-353

This project includes a major rehabilitation of the Devonshire Pump Station. It is sized to accommodate future connections from existing commercial and residential properties currently on septic systems located on or near Creek Road in Rancocas Woods.

A contract in the amount of \$759,000 was awarded to B & H Contracting, Inc. at the December 2020 meeting. A preconstruction meeting was conducted on January 13, 2021. The contractor is to submit a revised construction schedule.

Hartford Road WPCF Tank Repairs, M-180-355-1

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. Financing is via the NJIB. A contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019. Change Order No. 1 in the amount of \$12,232.66 was approved by the Authority during the April 2020 meeting and was also approved by NJDEP. New contract total is \$1,894,232.66. Change Order No. 2 for \$0 was approved by the Authority in June 2020 and extends the completion date by 125 days to October 31, 2020, following supply chain issues related to the State of Emergency.

Construction is ongoing on the secondary clarifier and the project is 70% complete overall. Primary Clarifier No. 1 and Primary Clarifier No. 2 punch list items to be completed.

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

This project includes the replacement of roofs on five (5) buildings and lightning protection at the WPCF. Financing is via the NJIB 1. The Authority awarded Contract No. 2018-17 to JH Williams Enterprises in the amount of \$360,500.00.

Construction started on September 28, 2020. Lightning protection is 95% complete. Roof construction is complete. Waiting for inspection by roof material representative.

Harford Road WPCF Lighting Replacement, M-180-364

This project is for the replacement of site lighting throughout the plant. A contract in the amount of \$102,040.00 was awarded to ABS Electric, Inc. on September 17, 2020. A preconstruction meeting was held on October 20, 2020. Shop drawings have been reviewed and approved. Construction is now scheduled to start in February.

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

No change in status. This project included the replacement of approximately 2,100 LF of 8” and 6” water main. Contract 2019-13 was awarded on March 26, 2020 to the Pioneer Pipe Contractors in the amount of \$523,526.00. The water mains and service connections have been installed and road restoration completed. Project 95% complete. Contractor to complete punchlist items, closeout documents to be submitted.

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

This project includes the installation/replacement of emergency shower and eyewash equipment at 6 locations as required by current regulations. The Authority awarded Contract 2018-18 to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00 on March 26, 2020. Construction is complete. Waiting for electrical as-builts. Closeout documentation to be submitted.

Door and Window Replacement – Various Locations, M-180-382

This project includes the replacements of doors and windows at various locations including Hartford Road WPCF, two (2) pump stations, 1201 South Church Street, and the Ark Road Booster Station. Contract 2020-05 was awarded to WJ Gross, Inc. in the amount of \$222,870.00 in November 2020. Construction is scheduled to begin in April 2021. A preconstruction meeting was held on December 9, 2020. Shop drawings are being reviewed.

Repainting of Elbo Lane Clarifiers, M-180-383

This project included blasting and painting all the metal surfaces below and above the typical water surface elevation for both clarifiers at the Elbo Lane Water Treatment Plant. Contract 2020-03 in the amount of \$189,700.00 was awarded to Brave Industrial Painting, LLC on September 17, 2020. Construction started on October 12, 2020. Painting of both tanks is complete. Testing to be scheduled. Project is 95% complete.

Redevelopment of Well #6, M-180-384

This project includes removal of the existing pump and internal piping, redeveloping the well (cleaning the casing/screen) and installing the pump and internal piping. The replacement material will come for Authority stock. The existing equipment will be rehabilitated and returned to the Authority for use in future projects.

Contract 2020-04 in the amount of \$87,130 to A.C. Schultes, Incorporated on September 17, 2020. Construction started on November 5, 2020 with a work around of the failed VFD. Construction is on-going and is 60% complete.

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 Tour 295/NJTP. The project also includes replacement of the connection of the Millstream force main to the force main in Union Mill Rd. Engineer’s estimates were submitted to the Authority for consideration of routing of the Library force main.

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

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 Water Booster Station. This project was included in the first loan application for NJIB financing. Construction was originally scheduled to begin in FY20. Plans and specifications were submitted to the Authority for review.

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

Project to be bid in March 2021. 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. Design is on-going. This project was included in the first loan application for NJIB financing, construction was originally scheduled for FY 2020.

Pump Station Monitoring System, M-180-365

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. Design is ongoing.

Pump Station Site Work, M-180-371

No change in status. This project includes improvements at three pumping stations: Timbercrest, East Gate and Ethel Lawrence. The work includes replacement of gates, fencing, relocation of driveways and asphalt paving. Construction is anticipated in spring 2021. Plans and specifications were submitted to the Authority for review.

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

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. The Authority recently decided not to replace the adjacent blow off manhole. A buried plug valve will be installed in the new main at the approximate location of the existing manhole. Financing will be via the NJIB.

Plans were submitted to the Authority for review with comments received from the Authority. Plans are being revised to address the comments.

Piping, Heat Tracing and Insulation Replacement at the Hartford Rd WPCF, M-180-378

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. Bids were received on January 14, 2021. Award is recommended to the low bidder, Whitfield Schneider Enterprises in the amount of \$263,000.

Hydro Power Feasibility Study, M-180-381

The study is ongoing. The Authority has requested the 2009 Hydro Power Feasibility Study be updated. A review of the available hydro turbine technologies is being conducted and the construction, O&M and subsidy costs are being updated.

Church Street Water Tank Painting, M-180-385

This project will include blasting and painting of all interior surfaces and power wash, power tool clean and overcoat all exterior surfaces. In addition, an improved safety system will be installed including a handrail system, cable safety system and secure ladder gate. Design is complete. Plans and specifications submitted

to the Authority for review. Comments received and plans and specifications to be revised to address comments. Project to be advertised in January 2021.

Future Projects

Nottingham Way Water Main Replacement, M-180-366

This project includes the replacement of approximately 500 LF of 6" water main. Survey work has been completed. Project schedule is dependent on the frequency of future water main breaks.

East Saint Andrews Drive Water Main Replacement

The project includes the replacement of approximately 900LF of 10" water main. The project also included update of approximately 400S of 6" water main.

Completed Projects on Maintenance Bond

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, 2021.

85 Elbo Lane Generator Replacement, M-180-362

Construction completed February 28, 2019 and on maintenance bond that expires February 28, 2021.

Hartford Road WPCF Plant Laboratory, M-180-370

Contract 2018-07 was deemed substantially complete on December 17, 2020. The maintenance bond will expire on November 19, 2021.

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.

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

Indigo Drive Water Main Replacement Phase 3 (Engineer: ERI, Inc.)

The scope of the project includes replacement of the existing water main and house services from Hydrangea to the end of the cul-de-sac. The roadway will be milled and paved from curb to curb. A contract in the amount of \$187,809.00 was awarded to RTW Construction, Inc at the August 2020 meeting. No firm date for the onset of construction has been established.

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

The scope of the project includes rehabilitation of air relief valves on the high-pressure sanitary sewer force main and addition of air release valve vaults at other locations on the high-pressure force main.

Plans were recently submitted to the Authority for review and approval. Project should be advertised for bid in January or February 2021.

Closed Session

A motion was made by Mr. Riley, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2021-01-02 to close the meeting to discuss Regulatory Matters, Litigation and Potential

Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:35 p.m.

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

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

The meeting was re-opened at 8:07 p.m., following a motion made by Mr. Knight, and seconded by Mr. Riley and with unanimous agreement from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Riley and Mr. Francescone.

Following a motion made by Mr. Francesone and seconded by Mr. Riley, the Board unanimously approved authorization to implement the 2020 Vacation Carry Over Time Incentive Program that will apply equally to any eligible employee, as recommended by the Authority's Labor Counsel, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

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

Contracts

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-01-03, Resolution Authorizing the Mount Laurel Township Municipal Utilities Authority to Name Core and Main as Proprietary Use Distributer for Kennedy Hydrant Parts, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-01-04, Resolution Authorizing the Award of a Contract Following Competitive Bids to Whitfield Schneider Enterprises for the Heat Tracing and Insulation Project at Hartford WPCF in the Amount of \$263,000.00, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

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

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-01-05, Resolution Authorizing the Award of a Contract with Met Life Insurance Company to Provide Dental Insurance Coverage Effective February 1, 2021, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-01-06, 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, 2021, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

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

Accounting and Financial

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-01-07, Resolution Regarding Corrective Action Plan Adopted in Response to Annual Audit Report for Fiscal Year Ending June 30, 2020.

Mr. Sears explained that this is a place holder Resolution – there is no Corrective Action Plan required for this Audit Report.

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-01-08, Resolution Concerning Reviewing of Annual Audit Report, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley, and Mr. Smith.

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

Mr. Sears gave a narrative regarding the Audit Report.

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report for November 2020 and Payment Plan Status Report for December 2020, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, 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. Riley, the Board unanimously approved Requisition #615 in the amount of \$478,822.16 for the accounts payable vouchers with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, Mr. Knight, and Mr. Francescone.

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

Ms. Carolan noted that the NJAWC bills are still missing from the list due to problems with the billing on the part of NJAWC – the October, November and December billing will be reflected on the February list.

There are no bills from the Acquisition and Construction list.

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved Requisition #5209 through #5242, in the amount of \$635,099.13 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, Mr. Knight and Mr. Francescone.

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

Comments:

Ms. Carolan mentioned that the 2021 meeting dates are available for review – all are the third Thursday of each month. Ms. Carolan asked the members to review for any conflicts.

Ms. Carolan noted that at the next meeting she will present the shared services agreement with the Fire Department with regard to a LEAP Challenge Grant for development of fire hydrant applications– more details will be presented at the next meeting along with a proposed Board Resolution endorsing the project.

Ms. Carolan reported that she testified at a Clean Water Council hearing regarding PFAS. DEP is intending to impose PFAS limits on wastewater treatment plants discharging to surface waters. One of the problems with this is that there are currently no approved test methods for analyzing PFAS in wastewater. For a lot of entities, the source of PFAS in the wastewater comes from the drinking water discharged into the collection system. Limit for PFAS in drinking water supplies became effective on January 1, 2021 with at least 2 years before water treatment installation.

Ms. Carolan welcomed Ms. Murphy, future Board Member as of February 2021 and announced that this is the last meeting for Dennis Riley – Ms. Carolan thanked him for his years of service on the Board.

Ms. Carolan also announced that this is the last meeting for Dave Wiest and thanked him for 31 years of service and dedication to the Authority and added that Dave has done an exemplary job in his position.

January 21, 2021

Mr. Wiest thanked everyone for their well wishes and said it has been an honor to have been a part of the Authority for so many years.

All Board members expressed their good wishes and thanks for the dedication shown by Mr. Wiest and Mr. Riley during their years of service to the Authority.

Mr. Riley also thanked everyone for their well wishes and added that he is honored and proud to have been a part of the Authority and for being able to experience the highest standard of professionalism and service.

Following a motion made by Mr. Riley seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 8:46 p.m.