

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

March 26, 2020

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:10 p.m. via teleconference. 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	Chairwoman
Dennis Riley	Vice Chairman
Christopher Smith	Secretary
Elwood Knight	Member
John Francescone	Member

Also in attendance were:

Richard Alaimo	Consulting Engineer
David Kahn	Consulting Engineer
Jose Calves	Solicitor
Dana Stefanoni	Solicitor
Pamela Carolan	Executive Director
David Wiest	Finance Director
Russell Trice	Operations Engineer
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. Knight, the Board approved the minutes for the February 20, 2020 reorganization meeting, with affirmative votes from Mr. Francescone, Ms. Capri, Mr. Smith, Mr. Knight and Mr. Riley.

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

**Developments/New Connections**

None for this month.

**Operations**

**Water System Summary**

Ms. Carolan gave a COVID pandemic summary of staffing – there are 25 active employees and 3 on self-quarantine, with 15 employees working from home. There is no staff at the office buildings and notices are on the doors.

Ms. Carolan gave thanks to Chuck Bernheimer and Tim Rich for their efforts in getting employees set up to work at home. The weak link is lab personnel – some samples can be sent out but the contract labs are limited also.

Ms. Carolan added that work plans were sent to the Department of Labor and paperwork was sent to FEMA for reimbursements where allowed.

Mr. Wiest noted that receipts are dragging a bit.

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously agreed that the Authority will follow State guidelines relative to water shut offs, additionally the Authority will suspend interest charges for late payments at the current time due to the COVID state of emergency, with affirmative votes from Mr. Francescone, Ms. Capri, Mr. Smith, Mr. Knight and Mr. Riley.

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

Ms. Carolan reported that there were no water leaks since the last meeting and that water quality testing for March is finished. Customer use is steady at 3MG/day.

Ms. Carolan noted that 154MG has been re-charged to the ASR with 225 – 250MG being the target.

#### Sewer

Ms. Carolan indicated that 5 pump stations are operating outside of normal parameters and that the Millstream PS emergency generator is out of service.

Ms. Carolan indicated that improvement is being seen with the sludge blanket in both PFCs and that she received an all in compliance letter from the NJDEP for the January 13, 2020 plant inspection.

#### Underdrains

Ms. Carolan noted that there were no verifications of underdrains this month.

### **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 permit is secured. The project has been advertised with bid acceptance on Thursday, April 9.

#### 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. Construction was

originally scheduled to begin in FY20. 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.

Ms. Carolan added that tonight the Board is being asked to approve a change order in the amount of \$12k for primary building drains and pavement work.

#### 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 was originally scheduled for FY 2020.

#### 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. Specifications were updated following Authority review. Signed plans and specifications have been submitted for NJDEP review.

#### 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. Bids were received on March 19, 2020. We recommend that the Board award a contract tonight to the low bidder Pioneer Pipe Contractors in the amount of \$523,526.00.

Mr. Trice left the meeting at this time.

#### 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.

Bids were received for the revised scope of work on March 19, 2020. We recommend that the Board award a contract to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00.

#### 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. Project was to be completed by December 28, 2019. Two panels have been installed and tested.

#### 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**

There was no closed session this month.

### **Contracts**

Resolution No. 2020-03-40 – Resolution intentionally left blank.

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-03-41, Resolution Authorizing Release of Maintenance Bond for Grant Avenue and South St. Andrews Drive Water Main Replacement, MUA Contract No. 2016-09, 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. Knight, the Board unanimously approved Resolution No. 2020-03-42, Resolution Approving Change Order No. 1, Contract No. 2019-09 Rebid, Hartford Road WPCF Tank Repairs, 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. Smith, the Board unanimously approved Resolution No. 2020-03-43, Resolution Authorizing Entry into a Shared Services Agreement with the Township of Mount Laurel to Provide Lawn Maintenance Services for Mount Laurel Municipal Utilities Authority in the amount of \$73,368.00, 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. Knight and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2020-03-44, Resolution Authorizing the Award of a Contract Following Receipt of Competitive Bids to Pioneer Pipe Contractors in the amount of \$523,526.00 for the Saint David Drive Water Main Replacement Project, Phase 2, 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. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2020-03-45, Resolution Authorizing the Award of a Contract Following Receipt of Competitive Bids to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00 for the Emergency Eyewash/Shower Installation Project (REBID), 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 January 2020 and Payment Plan Status Report for February 2020, 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 #605 in the amount of \$791,667.50 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

No Acquisition and Construction List this month.

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Requisition #4985 through #5004 in the amount of \$159,493.43 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 noted that the Township Clerk is sending out the annual financial disclosure statements that are due by April 30<sup>th</sup>.

Ms. Carolan noted that the April meeting will be via Zoom, if necessary.

Mr. Wiest noted that the next meeting will be April 23<sup>rd</sup> and he will be bringing the budget for approval.

Following a motion made by Mr. Knight seconded by Mr. Riley, and with unanimous agreement from the members, the meeting was adjourned at 7:50 p.m.