

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

November 18, 2021

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
Diane Ordille	Administrative Assistant
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 were no members of the public in attendance.

Minutes

Following a motion made by Mr. Knight and seconded by Ms. Francescone, the Board approved the minutes for the September 16, 2021, regular meeting, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Murphy.

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

Following a motion made by Ms. Murphy and seconded by Ms. Francescone, the Board approved the minutes for the October 21, 2021, regular meeting, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Murphy.

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

Developments/New Connections

There are no Developments/New Connections this month.

Operations

COVID-19 Update

Mr. Sears noted that interest will be forgiven through December, but interest charges will resume in January 2022 based on the Executive order 246

Water System Summary

Ms. Carolan reported that water system employee, Bill Shaw, has been promoted to Acting Water Distribution Supervisor.

Ms. Carolan noted that it is unlikely that we will get our water allocation out of the ground unless the ASR repair work is finished quicker than anticipated.

Ms. Carolan reported there were three (3) water main breaks since the last meeting and there are 14 public and 10 private hydrants out of service, waiting on repair parts; MLFD is aware of all.

Ms. Carolan also noted that we received notice that Willingboro MUA is proposing a rate increase with a hearing on 11/30/21. The proposed rate schedule indicates an increase to us of 6%, to \$3.25/1,000 gallons, which will be more expensive than NJAWC at approximately \$3.12/1,000 gallons.

Sewer System Summary

Ms. Carolan noted that there are 4 pumping stations operating out of normal parameters and there were two (2) force main breaks since the last meeting.

Ms. Carolan said that the plant effluent flow meter was restored to service yesterday; it had been non-functional since August 17.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

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

This project included a major rehabilitation of the Devonshire Pump Station. 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. The pump station is now operational. Project 95% complete. Coordination for the final site work & restoration taking place between our contractor and the developer of 123 Creek Road who is doing work in front of the pump station.

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 will be 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 on-going with both tanks painting complete. Construction is 95% complete.

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

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. A buried plug valve will be installed in the new main at the approximate location of the existing blow off manhole. 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 took place this week. Contractor concerned about material delays. The Township will pave the roadway after our main is installed.

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.

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. Person doors and windows are installed. Overhead doors will be completed this week. Construction is 95% complete.

Church Street Water Tank Painting, M-180-385-001

This project includes 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. A contract in the amount of \$360,000 was awarded to Dynamic Sandblasting & Painting at the April 2021 meeting. Painting of the tank started on September 15, 2021. Tank painted, fall protection needed replacing. Construction 90% complete.

Redevelopment of Well No. 7 (ASR), M-180-386

This project is for the periodic redevelopment of the well including removal and rehabilitation of the existing pump and well piping, redevelopment of the well and installation of an Authority supplied pump and well piping. Contract # 2021-05 in the amount of \$111,000.00 was awarded to A.C. Schultes, Inc. at the Authority's September 16, 2021. Well redevelopment started. Existing pump pulled on October 6, 2021. TV inspection complete. Construction is 50% 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 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 main with 10" pipe installation using directional drill method.

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. The TWA permit was received from NJDEP on May 6, 2021. Project was advertised and Addendum No. 2 issued, bids to be received date was pushed out to December 9th. Revised schedule is to award at the December 2021 meeting.

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 on Authority comments. Documents to be submitted to NJDEP for approval, with advertising scheduled for January 2022.

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, 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.

Hydro Power Feasibility Study, M-180-381

No change in status. 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. The study is ongoing.

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 March 2022 Board Meeting. Specs about 50% complete.

Future Projects

Nottingham Way Water Main Replacement, M-180-366

No change in status. 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 and the availability of federal infrastructure funding.

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.

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 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 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.

Repainting of Elbo Lane Clarifiers, M-180-383

Contract 2020-03 in the amount of \$189,700.00 to Brave Industrial Painting, LLC was deemed complete 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.

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.)

Contract 2020-06 rebid was awarded to Coastline Construction, LLC in the amount of \$434,500.00 at the October 2021 board meeting. The contracts are in the process of being executed and the preconstruction meeting will be held the week of November 29th.

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

All of the new water main has been installed and all customers are now connected to the new water main. As we discussed previously there was a section of water main under two 38" x 60" corrugated metal pipe drainage culverts that the contractor was not able to replace due to the deteriorated condition of the culverts. As a result, ERI investigated 3 alternatives for the main replacement. The first alternative is to directionally drill the new water main under the culverts. The cost to directionally drill the water main from a subcontractor Kemetz, that specializes in this work is \$69,120.00. The prime contractor Earle would complete the installation using fittings that would be paid based on unit prices already in the contract.

The second alternative investigated was the lining of the twin culverts. ERI has estimated the cost for this alternative to be well in excess of \$200,000.

The third alternative investigated by ERI was to rehabilitate the existing water main by installing a liner inside of it. They estimate the cost for this alternative to be in the range of \$90,000.

As a result of their investigation ERI and Authority staff recommend that the main be replaced by installing a new main using the directional drill method. It is our recommendation to proceed with the directional drilling method to replace the main however authorizing this work by change order plus the addition of some additional paving that was not included in the original bid will cause the total change order value to exceed the 20% limitation in the Local Public Contracts Law. The means that we will have to follow some additional procedures to justify the additional work. For the board this means that you will have to pass a resolution at the December board meeting authorizing the change order. This resolution must be passed before the work can be authorized. The chief executive officer of the authority and the contractor must both provide certifications that the work must be done by change order and a brief notice must be printed the official newspaper indicating the additional amount to be spent.

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

The flow meters and pressure recorders have been installed and operational since the beginning of November. The meters will be collecting data through December. After the data is collected Mott MacDonald will be able to complete the hydraulic model and then use the model to evaluate the system and make recommendations for upgrades.

Ramblewood Pump Station Generator Replacement

R&V is moving ahead with the design document preparation, and it's still anticipated that we will be able to advertise for bids in December and receive bids and award the contract in January.

Elbo Lane WTP HVAC Replacement

Mott MacDonald has been working on the preliminary design. One of the options they are looking at in the preliminary design is using the water flowing through the plant to aid in cooling in the building.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Smith voted on and unanimously approved to pass Resolution 2021-11-119 to close the meeting to discuss Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:36 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 8:41 p.m., following a motion made by Mr. Smith, and seconded by Mr. Knight 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. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-11-120, Resolution Approving Change Order No. 1, with an increase of \$3,400.00, for the Hartford Road WPCF Clarifier Painting Project, Contract No. 2021-03, 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. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-11-121, Resolution Approving Change Order No. 1, with a decrease of \$28,500.00, for the Painting of South Church Street Water Tank Project, 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 Ms. Murphy and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-11-122, Resolution Authorizing Release of Maintenance Bond for Hartford Road WPCF Plant Laboratory, Contract No. 2018-07, 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 Ms. Murphy and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-11-123, Resolution Authorizing Release of Maintenance Bond for Hartford Road

WPCF Warehouse to Vehicle Storage Facility Conversion, Contract No. 2017-10, 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. 2021-11-124, Resolution Authorizing Release of Maintenance Bond for Hartford Road WPCF Door Replacement, Contract No. 2018-15, 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. 2021-11-125, Resolution Approving Acceptance of Hartford Road WPCF Tank Repairs, Rebid Project and Initiating the Two-Year Maintenance Period, Contract No. 2017-09, 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. 2021-11-126, Resolution Authorizing the Use of Electronic Records and Electronic Signatures, 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. Smith, the Board unanimously approved Resolution No. 2021-11-127, Resolution Concerning Reviewing of Annual Report and Group Affidavit, 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. Smith, the Board unanimously approved Resolution No. 2021-11-128, Resolution Regarding No Corrective Action Plan Adopted in Response to Annual Audit Report for Fiscal Year ending June 30, 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

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved the Treasurer's Report for September 2021 and Payment Plan Status Report for October 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 Ms. Murphy and seconded by Mr. Knight, the Board unanimously approved Requisition #625 in the amount of \$1,438,074.25 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 Mr. Smith, the Board unanimously approved Requisition #5481 through #5505 (excluding #5487), in the amount of \$771,340.67 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 said that this is Tery's last meeting doing the minutes. Tery said it has been her pleasure working for the Authority for the past 48 years.

Following a motion made by Mr. Francescone seconded by Ms. Murphy, and with unanimous agreement from the members, the meeting was adjourned at 8:57 p.m.