

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

October 17, 2019

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:03 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Cheryl Coco-Capri	Chairwoman
John Francescone	Vice Chairman
Dennis Riley	Secretary
Christopher Smith	Member
Elwood Knight	Member

Also in attendance were:

Richard Alaimo	Consulting Engineer
David Kahn	Consulting Engineer
Evan Crook	Solicitor
David Wiest	Finance Director
Robert Adler	Operations Engineer
Russell Trice	Operations Engineer
Brian Scott	Safety H/R Director
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 unanimously approved the minutes for the September 19, 2019 regular meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Riley.

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

Developments/New Connections

None

Operations

Water System Summary

Mr. Trice reported that there were 3 water leaks since the last meeting, with 2 being main breaks related to hydrant flushing.

Mr. Trice added that we are doing maintenance at Elbo Lane and plan to use our allocation of 717MG this year. The ASR is shut down and water has been recovered and maintenance is being done – we will be in recharge mode in late November.

Mr. Trice noted that flushing is about finished and 27 fire hydrants have been repaired over the last month.

In addition, lead and copper sampling will be finished at the end of this month.

Wastewater System Summary

Mr. Trice reported that there are 3 pumping stations operating outside normal parameters on the wastewater system and there are 6 stations in high water alarm due to the rain yesterday; however, we were able to keep up with it and no trucking was necessary.

Underdrains

Mr. Trice noted that the underdrain verification status confirms there are no underdrains in Innisfree.

Mr. Francescone arrived at 7:16 p.m.

Presentation of Engineer's Status Report

Mr. Kahn presented the report.

Elbo Lane Force Main Replacement

No change in status. This project includes the replacement of a section of the 20" primary force main from the west side of Church Street, under the Elbo Lane/Church Street intersection and along Elbo Lane to a point beyond Well No. 7. The preliminary force main layout has been completed. Borings to determine the location of the Sunoco gas line have been done. The Authority has revised the timing for this project FY2022 to accommodate other projects on the force main system. This project will be financed via borrowing from the NJ Infrastructure Bank (NJIB) in a future bundle.

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 DEP and we are awaiting comment or approval.

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 Millstream 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 plans and specifications have been submitted to the NJDEP. Awaiting initial review comments.

Atrium & Hooten Pump Station Upgrades

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; however, construction is not scheduled to start until FY2020.

Minor scope changes require additional mechanical design. Complete plans and specifications will be submitted to the Authority before review by the DEP.

Devonshire Pump Station Upgrade

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.

Minor scope changes require additional mechanical design. Complete plans and specifications will be submitted to the Authority before review by the DEP.

Hartford Road WPCF Warehouse to Garage Conversion

The purpose of this project is to convert the old warehouse at the Hartford Road WPCF to a vehicle storage garage for several of the Authority's large sanitary vehicles which require tempered storage. This project was included in the first loan application for NJIB financing and construction was scheduled for FY2019. At the April 2019 meeting, a contract was awarded J.H. Williams Enterprises in the amount of \$314,000. Construction is progressing. Project to be completed by November 28, 2019.

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 and construction was scheduled for FY2019. 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.

A contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019. The Notice to Proceed was issued of October 1, 2019 with a completion date of June 28, 2020. Awaiting shop drawings.

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 is scheduled for FY2020.

Hartford Road WPCF Roof Replacement

This project includes the replacement of roofs on seven (7) 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.

Review comments from the MUA are being incorporated into plans and specs before submission to NJDEP.

Hartford 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. Design is being finalized. We will advertise the project in October/early November.

Hartford Road WPCF Plant Laboratory Relocation

This project includes the conversion of an existing storage building that formerly contained a package water treatment plant for the on-site well into a laboratory for plant operating personnel's use.

On April 18, 2019, a contract was awarded to J.H. Williams Enterprises in the amount of \$224,000.

Construction is underway and the project should be completed by November 28, 2019.

Emergency Shower and Eyewash Facility Installation

This project includes the installation/replacement of emergency shower and eyewash equipment at 8 facilities. 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.

Drawings are complete and specifications nearing completion flowing coordination with PSE&G. Awaiting final installation costs following site visit with PSE&G which is required in order to finalize the estimate.

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 to be completed by December 28, 2019.

Hartford Road WPCF Door Replacements

This project included the replacement of approximately 26 doors located at various buildings at the Hartford Road WPCF. The doors are the original metal doors installed on the buildings when the plant was constructed in 1996. Due to the environment, the doors corroded and were replaced with fiberglass doors which are corrosion resistant. Contract No. 2018-15 in the amount of \$217,000 was awarded to W.G. Gross, Inc. at the February 21, 2019 meeting. The project is complete with the exception of a louver to be replaced as a change order which has been submitted for tonight's agenda. Final payment will be next month.

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

A motion was made by Mr. Smith, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2019-10-117 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:17 p.m.

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

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

The meeting was re-opened at 7:38 p.m., following a motion made by Mr. Knight, and seconded by Mr. Francescone and with unanimous agreement from Ms. Capri, Mr. Riley, Mr. Knight, Mr. Francescone and Mr. Smith.

Contracts

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-10-118, Resolution Authorizing the Appointment of Willis of New Jersey, Inc. to Provide Environmental Impairment Liability Insurance Coverage through Zurich American Insurance Company (Zurich) or LX Catlin for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Francescone, Mr. Riley and Mr. Knight.

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. 2019-10-119, Resolution Approving Change Order No. 1 for Contract No. 2018-15, Hartford Road WPCF Door Replacement Project in the amount of \$3,456.32 resulting in an adjusted contract amount of \$220,456.32, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Francescone, Mr. Riley and Mr. Knight.

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. 2019-10-120, Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Francescone, Mr. Riley and Mr. Knight.

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. 2019-10-121, Resolution Approving Sale of Surplus Equipment Through Internet Based Vendor for Online Auction, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Francescone, Mr. Riley and Mr. Knight.

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

Accounting and Financial

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report of August 2019 and Payment Plan Status Report for September 2019, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley, Mr. Francescone and Mr. Knight.

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

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Requisition #600 in the amount of \$283,515.31 for the accounts payable vouchers with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley, Mr. Francescone and Mr. Knight.

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

There are no Acquisition and Construction bills this month.

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Requisition #4806 through #4838 in the amount of \$456,844.95 from the Renewal and Replacement list with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley, Mr. Francescone and Mr. Knight.

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

Comments:

Mr. Wiest noted that audit field work is complete and the exit conference is scheduled for 10/29/19. Mr. Smith and Mr. Riley will participate.

Mr. Wiest reported that a response was sent to IRS regarding the late filing of Form 8038. The legal fees charged by Parker McCay for completing the response amounted to just over \$1,000. Mr. Wiest recommended we seek reimbursement from Capehart and Scatchard, our Bond Counsel at the time the bond issue was completed and the Form 8038 should have been filed. The Board agreed.

Following a motion made by Mr. Knight, seconded by Mr. Riley, and with unanimous agreement from the members, the meeting was adjourned at 7:53 p.m.