

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

September 19, 2019

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:13 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
James Bulicki	Consulting Engineer
Kelly Grant	Solicitor
David Wiest	Finance Director
Charles Bernheimer	Operations Director
Robert Adler	Operations Engineer
Russell Trice	Operations Engineer
Brian Scott	Human Resources 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. Knight and seconded by Mr. Smith, the Board unanimously approved the minutes for the August 15, 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

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-09-103, Resolution Authorizing Reduction of the Sanitary Sewer Bond for Phase 2 of the Chase Signature Place Project, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Knight

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

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-09-104, Resolution Authorizing Release of Performance Bonds for the Royal Farms Project, 3128 Route 38, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Knight

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

Operations

Water System Summary

Mr. Bernheimer reported that there were 3 water leaks since the last meeting, with 2 being main breaks that were repaired by MUA personnel.

Mr. Bernheimer added that we are on track with ASR recovery and have fully recovered all 170 million gallons stored and this is the end of the 3-year banking cycle. The new 3-year cycle starts October 1st with 300 MG to charge.

Mr. Bernheimer noted that hydrant flushing is scheduled to start on 9/24. Two fire hydrants have been repaired.

Mr. Bernheimer reported that October 1st our NJAWC off peak contract begins with anticipation of 450MG. We are on pace for our quarterly minimum from Willingboro.

Wastewater System Summary

Mr. Bernheimer reported that there are 4 pumping stations operating outside normal parameters on the wastewater system and there was an ejector leak at old town hall – Henkels and McCoy was brought in for the repair.

Underdrains

Mr. Bernheimer noted that the underdrain verification status confirms at Forrest Court there are sump pump headers.

Mr. Francescone arrived at 7:17 p.m.

Update Regarding Rancocas Woods Sewer Plan

Mr. Trice reported that there was a meeting with the Rancocas Woods residents and businesses about a year ago. A key new project in the area is 123 Creek Road, an existing shopping center to be gutted and 37 apartments are planned to be built. The developer proposed to install an ejector pump and run a force line up Creek Road, then down Masonville Road to Larchmont Boulevard. The developer agreed to re-structure the line to be able to accommodate existing businesses.

Mr. Trice noted that the plans are currently under review – there will have to be some modifications. Fleetwood Avenue residents would be able to tie into the line.

Mr. Trice added that part of Rancocas Woods ties into the Rancocas pump station and it can handle additional homes by gravity. Some cannot flow by gravity.

Mr. Trice explained a former 2009 plan to sewer the remaining homes – 55% of residents voted yes, a lot didn't respond and some voted no. The Township was looking for 75% approval and didn't get it, so the matter was dropped. The Township expected 100% reimbursement from the residents, at \$18-\$24K per home.

Mr. Trice noted that the roads are very narrow in that area and would have to be replaced and the AC water main could also be disturbed causing main breaks.

Mr. Trice said he is looking into the possibility of installing a 4" line in the same trench as the developer to save money to service the rest of the area.

Presentation of Engineer's Status Report

Mr. Bulicki 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

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 Authority has submitted their final review comments. These will be incorporated into the plans and specifications before submission to NJDEP.

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. Work on the plans and specifications is on-going. This project was included in the first loan application for NJIB financing; however, construction is not scheduled to start until FY2020.

Electrical design is completed for Atrium PA. Hooten PS design should be finished in September. 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.

We are currently working on the electrical redesign before resubmission to the Planning Board.

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. Notice to proceed was issued on June 1, 2019. The contractor has begun submitting shop drawings for review. Construction is underway. 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.

Bids for the revised project were opened on August 8, 2019. A contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019. A preconstruction meeting was held on September 9, 2019. The Notice to Proceed was issued of October 1, 2019 with a completion date of June 28, 2020.

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.

Plans and specs were given to MUA to review before submission to NJDEP.

Hartford Road WPCF Lighting Replacement

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 has been started and is ongoing.

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. A Minor Site Plan Alteration approval has been received from the Township Planning Board. On April 18, 2019, a contract was awarded to J.H. Williams Enterprises in the amount of \$224,000. Notice to Proceed was issued on June 1, 2019. 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.

The plans and specifications for the shower/eyewash facilities to be installed at Well No 7, the Larchmont PS and at the Hartford Road WPCF (4 locations) are complete and awaiting comments from the Authority.

Elbo Lane WTP Clarifier Davit Replacement

This project included the replacement of 2 existing davits located at the clarifiers which are used to pull the clarifier sludge removal pumps. The 2 existing davits were replaced with 4 davits, with one davit dedicated to each of the submersible pumps. A platform was also installed to allow the operators better access to the davits and wet wells where the pumps are located. Contract No. 2018-04 in the amount of \$84,940 was awarded to Municipal Maintenance Company on February 21, 2019. Final payment is proposed for approval this evening.

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 includes 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 have corroded and will be 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. Construction is underway. Project to be completed in October.

Union Mill Farms Force Main Replacement

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 will be 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

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.

Well No. 4 Spare Pump

This project included purchasing a spare column pipe, line shaft and spider bearings for Well No. 4. On April 18, 2019, the contract was awarded to A.C. Schultes, Incorporated in the amount of \$32,500. Final payment has been submitted for this meeting.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Riley, voted on and unanimously approved to pass Resolution 2019-09-105 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:45 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 7:48 p.m., following a motion made by Mr. Riley, and seconded by Mr. Knight and with unanimous agreement from Ms. Capri, Mr. Riley, Mr. Knight, Mr. Francescone and Mr. Smith.

Contracts

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-09-106, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Property Insurance Coverage Including Boiler and Machine, Inland Marine, Crime, General Liability, Auto, Excess Liability and NJ PLIGA through the American Alternative Company in the amount of \$186,899.00 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. Knight, the Board unanimously approved Resolution No. 2019-09-107, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Public Officials Liability Insurance Coverage through Greenwich Insurance Group in the amount of \$16,775.00 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. Knight, the Board unanimously approved Resolution No. 2019-09-108, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Cyber Liability Insurance Coverage through CSC/Lloyd's of London in the amount of \$4,000.00 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. Knight and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-09-109, Resolution Authorizing a Bulk Water Purchase Agreement with the Willingboro Municipal Utilities Authority, Evesham Municipal Utilities Authority and Mount Laurel 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. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-09-110, Resolution Authorizing Memorandum of Understanding with the Evesham Municipal Utilities Authority and Mount Laurel Municipal Utilities Authority for the Pass Through of Bulk Water and Related Fees, Serviced and Charges, 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. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-09-111, Resolution Approving Change Order No. 1, Elbo Lane WTP Davit Replacement, Contract No. 2018-14, 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. Knight, the Board unanimously approved Resolution No. 2019-09-112, Resolution Approving Acceptance of the Elbo Lane WTP Davit Replacement, Contract No. 2018-14, 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. Smith, the Board unanimously approved Resolution No. 2019-09-113, Resolution Approving Change Order No. 1 for the HRWPCF Vehicle Storage Project, Contract No. 2017-10, 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. Knight and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-09-114, Resolution Approving Change Order No. 4 for the 2018 Sanitary Sewer Rehabilitation Project, Contract No. 2018-12, 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. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-09-115, Resolution Approving Acceptance of the 2018 Sanitary Sewer Rehabilitation Project, Contract No. 2018-12, 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. 2019-09-116, Resolution Approving Acceptance of Well #4 Spare Pump Project and Initiating the Two-Year Maintenance Period, Contract No. 2019-05, 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. Francescone and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report of July 2019 and Payment Plan Status Report for August 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. Riley and seconded by Mr. Knight, the Board unanimously approved Requisition #599 in the amount of \$427,128.08 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. Riley, the Board unanimously approved Requisition #4767 through #4805 in the amount of \$341,400.06 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 has begun.

Mr. Wiest reported that the Authority's February tax exempt bond issue required a Form 8038 be filed with the IRS. The Authority received a notice from the IRS at the end of August, stating the form had been received but not in a timely manner. The notice required a response by the end of next week, providing a copy of the Form 8038 and an explanation detailing the reasons and circumstances for the late filing. Mr. Wiest added that he has instructed our current Bond Counsel to secure a copy of the Form 8038 from our prior Bond Counsel and to submit a response to the IRS as required. Mr. Wiest noted that the filing of Form 8038 was the responsibility of our former Bond Counsel and that he would report back to the board with the amount charged by our current Bond Counsel to resolve this matter with the IRS.

Following a motion made by Mr. Knight, seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 8:00 p.m.