

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

September 16, 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
Bill Kaufmann	Solicitor
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Jonathan Sears	Finance Director
Brian Scott	Human Resources Director
Charles Bernheimer	Operations Director
Carmen Saginaro	Labor Attorney
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. Murphy, the Board approved the minutes for the August 19, 2021, regular meeting, with affirmative votes from Ms. Capri, Mr. Knight and Ms. Murphy. Mr. Francescone and Mr. Smith were absent for this vote.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Developments/New Connections

There are no Developments/New Connections this month.

Mr. Francescone and Mr. Smith arrived.

Operations

COVID-19 Update

Mr. Scott said we are fully staffed, and we also went back to mask requirements for all – currently 55% of the staff is vaccinated.

Mr. Sears noted we have forgiven \$320,800 in interest and can resume water shut offs as of 1/1/22 but must first attempt to sign customers up for a payment plan.

Water System Summary

Mr. Bernheimer noted that we have withdrawn all available storage in the ASR.

Mr. Bernheimer added that the S. Church Street storage tank is now isolated, and painting of the tank starts 9/21/21.

Mr. Bernheimer indicated that annual fire hydrant flushing begins on Tuesday, September 21.

Mr. Bernheimer noted that the Authority has met all requirements of the WQAA (Water Quality Accountability Act). This year marks the end of the current 4-year compliance cycle for valve inspections which were also completed as required. Recent changes to the Act will double the compliance period for future valve inspections to an 8-year cycle. We also met all requirements related to water quality compliance, cybersecurity and hydrant inspection and flushing. The annual WQAA certification will be submitted prior to the October 19th, 2021, deadline confirming all current requirements of the act are in compliance.

Sewer System Summary

Mr. Bernheimer noted that there are 3 pumping stations operating out of normal parameters.

Mr. Bernheimer reported that the sewage treatment plant effluent flow meter stopped working and the UV and other parts of the treatment process pace on that flow meter, so work arounds are temporarily in place as it will not be repaired for several more months because of the long lead time for parts due to Covid.

Mr. Bernheimer reported that the Sludge Dewatering System (Belt Filer Presses) was offline due to the failure of primary component of the conveyance system, the Schwing pump. This system serves all of our sludge presses, and its failure required the bypass of the sludge dewatering system and required the transfer of liquid sludge from our facility to maintain operations. It was determined that the equipment failure was due to a control system failure. Once addressed the system was back in service and the transfer of liquid sludge was terminated.

Ms. Carolan reported that the Authority had to truck some sewage from Ramblewood PS during Hurricane Ida; total emergency expenses were approximately \$10k which was reported to Mount Laurel OEM in the unlikely event that FEMA funding will extend to Burlington County.

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 includes 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. Project 75% complete. Demolition complete, building and emergency generator set. VFDs scheduled for delivery during week of August 17th. Waiting for PSE&G to connect main power. PSE&G contacted us - the main power connection is scheduled for the week of the September 20th.

Hartford Road WPCF Tank Repairs, M-180-355-00, HR-TK-(A)

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. 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. Change Order #6 was approved on May 20, 2021, resulting in an adjusted contract

amount of \$1,871,118.17, 0.6% reduction of the original contract amount. Project completed except for the closeout documentation.

Fall protection for secondary clarifier complete. Final inspection scheduled for August 12th. Fall prevention operation class to be scheduled with MUA staff. Project complete except for closeout documentation.

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. A preconstruction meeting was held on August 4, 2021. Construction scheduled to start on August 11th. One tank, the inside is completed with the outside of that tank being scheduled for powder coating on Saturday, September 18th, which will complete that tank. The completed tank will be put back online and the second tank will be taken out of service so work can begin on it.

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.

Pump Station Site Work, M-180-371, SPS-B-(B)

This project included improvements at three pumping stations: Timbercrest, East Gate and Ethel Lawrence. The work included replacement of gates, fencing, relocation of driveways and asphalt paving. Contract No. 2020-08 was awarded to RE Pierson Construction in the amount of \$125,792.50 the March 2021 meeting. Construction is complete. Close out documentation to be submitted.

Piping, Heat Tracing, and Insulation Replacement at Hartford Rd WPCF, M-180-378-001, HR-MIS-(H)

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 being installed. Waiting on one man door at the S. Church Street location, due to wrong door frame being delivered. Delivery issue with overhead doors; being told that they will be delivered October 8th. Once these items are received and installed, this project will be complete.

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

No change in status. This project will include blasting and painting of all interior surfaces and power wash, power tool clean and overcoat all exterior surfaces. In addition, and 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. Contractor has mobilized this week to start this project.

Active Projects in Design

Replacement of Part of Library Force Main and Millstream Force Main Connection, M-180-322

No change in status. 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. Waiting for response from Authority staff.

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

No change in status. Still waiting on NJDEP approval. 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. Plans and specification submitted to SED office. Project to be advertised as soon as NJDEP approval is granted. Advertised, bids to be received October 14th, anticipating award at October board 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. Design is about 95% complete. Authority staff supplied comments on the plans and specifications this week. Received clarification from Authority staff on some discrepancies with numbers of disks compared to actual units. Can now get plans back to Authority for final review then submit to the State for approval.

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. Design is ongoing with all 30 pump stations visited. We received recommendations from Flygt representatives for upgrades at each pump station and are reviewing them. Ongoing, controls for 29 pumpstations. Should have the plans and spec information to the Authority by the end of September/first week of October for their review.

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

Still waiting on NJDEP approval. 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. 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. The TWA permit was received from NJDEP on May 7, 2021. Plans and specifications submitted to Received comments from NJDEP SED office, but still waiting on NJDEP Engineering review comments. Project to be advertised as soon as NJDEP approval is received. Advertised an anticipate awarding at the October meeting.

Hydro Power Feasibility Study, M-180-381

No change in status. 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. Ongoing.

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 Authority supplied pump and well piping. The project will be advertised tomorrow and awarded at the September meeting with construction in November and December. Received bids and recommendation for award at tonight's meeting. Pre-construction meeting scheduled for next week.

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 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

Contract 2019-13 to the Pioneer Pipe Contractors in the amount of \$523,526.00 was deemed complete effective December 31, 2020, and on maintenance bond that expires on December 31, 2022.

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 21, 2021.

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

Contract 2018-18 to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00 was deemed 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:

Indigo Drive Water Main Replacement Phase 3 (Engineer: ERI, Inc.), W21-CC-(A)

The project has been completed, is on maintenance bond and can be removed from the active projects list.

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

We received one bid last month which was rejected. ERI is revising bid documents so that we will receive a base bid which should come in under our budgeted amount and then receive bids for alternate items which we can review and add depending on the price and still stay under our budgeted amount.

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

This project includes the replacement of approximately 900 LF of 10" water main on E. St. Andrews Dr. and an upgrade of approximately 400 LF of 4" water main to 6" on Pebblebrook Lane. - Earle Paving started this past Monday. On Wednesday they were excavating to cross under two CMP storm drains and found one to be leaking badly. The second pipe was not completely uncovered so we don't know the condition of that one and if it's leaking. Due to the large quantity of water entering the excavation from the storm drain it was not possible for Earle to continue to work in this area and moved to the other end of the project which starts 100' past Pebblebrook Lane.

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

No change in status. The project schedule indicated that 22 flow meters would be installed at Authority PSs in February 2021 and flows would be recorded for 2 months. Winter is typically when the highest wastewater flows are experienced due to rain and snow events and a high ground water table. Installation of the flows meters was delayed by the metering company and the high flow season was missed. As a result, the flow metering will be postponed until November when the system flows typically increase. Mott MacDonald will continue with the development of the primary force main hydraulic model using the data available at this time. Final calibration of the model will be done after the flow monitoring data is collected.

Hartford Road WFCF-Dewatered Sludge Conveyance Equipment and Belt Press Evaluation (Engineer: Colliers Engineering & Design-formerly Maser Consulting)

This project included the evaluation of the biosolids handling systems which includes the belt filter presses, the dewater sludge conveying system, polymer feed system and other ancillary equipment and systems in the Sludge Dewatering Building. The evaluation included a conditional assessment, the identification of equipment needing repair or replacement, identification of alternatives for repair and/or replacement and the development of cost estimates for the alternatives identified. The final report which was received on July 15th is being reviewed by Authority staff. We currently do not have sufficient funds budgeted to pay for the recommended upgrades and are looking at financing alternatives. The estimated project cost is approximately \$4.3 million.

Ramblewood Pump Station Generator Replacement

Remington and Vernick was authorized to proceed with the preparation of bid documents for the replacement of the generator. This generator was installed when the station was built in the mid 1980's. However, the generator wasn't new at that time but moved from the wastewater treatment plant that Goodwin built in the 1960's, which was decommissioned and subsequently demolished when this station was built. The generator is over 50 years old and doesn't work with the current electronic pump controls.

Closed Session

A motion was made by Mr. Smith, seconded by Mr. Francescone voted on and unanimously approved to pass Resolution 2021-09-102 to close the meeting to discuss Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:21 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 8:58 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Smith and with unanimous agreement from Ms. Capri, Mr. Knight, Ms. Murphy, Mr. Smith and Mr. Francescone.

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

Contracts

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2021-09-103, Resolution Approving Change Order No. 1, With a Deduction of \$9,173.86, for the Hartford Road WPCF Lighting Replacement, Contract No. 2019-07, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Ms. Murphy and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2021-09-104, Resolution Approving Award of Contract to A.C. Schultes, Inc., in the amount of \$111,000.00 for the Redevelopment of Well No. 7, Contract No. 2021-05, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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. 2021-09-105, 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 \$202,393.00, for the Mount Laurel Township Municipal Utilities Authority with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Francescone and seconded by Ms. Murphy, the Board unanimously approved Resolution No. 2021-09-106, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Public Officials Liability Insurance Coverage through Greenwich Insurance Group in the amount of \$17,326.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2021-09-107, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Cyber Liability Insurance Coverage through CSC/Lloyd's of London or Another Approved Carrier in the amount of \$6,850.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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. 2021-09-108, Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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 Non-Union Salary Increases for 2020 and 2021, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Smith, and Ms. Murphy.

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

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for July 2021 and Payment Plan Status Report for August 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. Smith the Board unanimously approved Requisition #623 in the amount of \$331,915.91 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 #5448 through #5457, in the amount of \$161,705.89 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 noted that she will be taking vacation time in October.

Mr. Sears noted that since we did not do an amended budget for FY21; he included a memo highlighting the variances on certain revenue and expense accounts between our budget and actual figures. The revenues were impacted significantly by the ongoing pandemic with connection fees and penalties and interest collection being over budgeted.

Mr. Sears noted that the auditor will be doing field work for the next 2 weeks.

Mr. Sears also noted that the 2nd phase of the Edmunds system will go live on 11/15/21.

Mr. Sears said the SREC sale netted \$73,051.00.

Mr. Scott reported Mt. Laurel EMS performing AED/CPR training for Authority 9/29/21 and 9/30/21. If any Board member want to attend, contact him

Following a motion made by Mr. Francescone seconded by Ms. Murphy, and with unanimous agreement from the members, the meeting was adjourned at 9:27 p.m.