

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

September 21, 2023

Chairwoman Murphy called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:05 p.m. via in person and 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:

Carol Murphy	Chair
Cheryl Coco-Capri	Vice Chair
Elwood Knight	Secretary
John Francescone	Member

Also in attendance were:

Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
Jonathan Sears	Director of Finance
Diane Ordille	Administrative Assistant
William Long	Consulting Engineer
Alexis Smith	Solicitor
Dan Zizak	Mount Laurel Township MUA
William Giegerich	Mount Laurel Township

Chairwoman Murphy 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.

Chairwoman Murphy requested a moment of silence for the lives lost and the heroes who responded during the 9-11 attacks.

Public Comment – General

Mount Laurel MUA employee, Dan Zizak was present at the meeting to observe and understand how the MLTMUA Board meetings works.

Chairwoman Murphy mentioned that she is working with a company that has created a biodegradable wipe that dissolves as soon as it hits water. Ms. Murphy will bring in samples.

Minutes

Following a motion made by Mr. Francescone and seconded by Mr. Knight the Board unanimously approved the minutes for the August 17, 2023, regular meeting, with affirmative votes from Ms. Murphy, Ms. Capri, and Mr. Knight and Mr. Francescone.

Total votes: 3 ayes, 0 nays, 1 abstention, 1 absent

Developments/New Connections

Mr. Trice presented a proposed irrigation plan for the new Fair Share Senior Housing Project on Hovtech Blvd. The developer, Peter O'Connor, has requested approval to use MUA water to irrigate around the entire buildings to prevent the sidewalks and buildings from being stained brown from the iron that would occur from irrigating with well water. Mr. Trice recommended the board consider allowing the areas around the building and the entrance into the site to use MUA water for irrigation as shown on the proposed irrigation plan provided by the developer and the remaining areas to be irrigated to be supplied by a well.

Mr. Francescone asked if this would impact the residents and Mr. Trice explained that it would as the cost to irrigate would be absorbed by the tenants. Mr. Francescone also asked if all our allocation would be used up. Ms. Carolan answered that the expected 1.8 million gallons of use, would go against our limited water allocation.

Ms. Murphy asked what it would cost the MUA, Mr. Trice replied, nothing; the MUA would make money from the sale of water. Mr. Trice warned that allowing this to happen for the entire area proposed by Mr. O'Connor would set a precedent. Mr. Trice added that this hasn't been allowed since the 1980's.

Ms. Murphy stated that rules and regulations need updating and consistency.

The Board determined not to approve use of MUA water for this development's irrigation.

Operations

Water System Summary

Ms. Carolan reported there have been no water main leaks since the last meeting.

Ms. Carolan stated that the storm that occurred on September 10th caused several issues including loss of power. Ms. Carolan said that the effected facilities were running on backup generators and all power was restored the next day except to the water treatment plant. Ms. Carolan added that during this power loss issue, the automatic transfer switch that automatically turns the generator on and off, was damaged and we are waiting on parts to repair it. Ms. Carolan said that because 2 wells are running, it is necessary to monitor the plant 24/7 in the event of a power failure, the generator would need to be turned on manually. Ms. Carolan stated that the 24/7 monitoring will cease when either the repairs are made or by October 1st when supply sources change.

Ms. Carolan mentioned that fire hydrant flushing is scheduled to begin September 26, 2023 and continue for a month.

Sewer System Summary

Ms. Carolan reported that 5 pump stations were working outside of normal parameters plus the 3 that have construction on going.

Ms. Carolan said that the sanitary collection system was also impacted by the September 10th rain event and said that trucking of sewage was necessary to prevent overflows or backups in the Ramblewood drainage area. Mr. Trice added that when the creek rises, although our manhole rims elevation were constructed at the 100-year flood elevation, they are still flooding and causing issues with our collection system.

Ms. Carolan mentioned that there was one force main break on the Millstream force main on Walton Avenue.

Ms. Carolan stated there were two issues at the sewer treatment plant, the backup UV disinfection system and the Schwing pump in the press building, and summaries were sent home to the board in the preliminary package explaining both incidents.

Presentation of Engineer's Status Report

Mr. Long presented the report.

Active Projects in Construction

Replacement of Part of Library Force Main and Millstream Force Main Connection, M-180-322-002

The project includes replacing a section of the existing PVC library force main with 10" HDPE (via directional drill), beginning at the pump station, through the adjacent wooded area to Route 295, and 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 primary force main in Union Mill Rd. Project will be financed via an NJIB loan. Contract awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$1,219,000.83 on April 20, 2023, with DEP approval. Construction on the Library Force Main portion of the project has started and is ongoing and Millstream is scheduled to begin in October.

Atrium & Hooton Pump Station Upgrades, M-180-347-001

This project included electrical and control system replacement and upgrades at both the Atrium and the Hooton Road stations. The Atrium station work also included pump replacement and replacement of the emergency generator which also connects to the adjacent Horizon Way Water Booster Station. Financing will be via a NJIB loan. On December 16, 2021, a contract in the amount of \$1,177,150.00 was awarded to Eagle Construction Services. Construction is 95% complete. Still addressing ongoing alarm issues.

Union Mill Farms Force Main Replacement, M-180-376-001

This project included installation of a new force main that redirects the pump station discharge out of the primary force main in Union Mill Road and into the gravity sewer collection system for Holiday Village East Pump Station. Financing will be via an NJIB loan. Contract No. 2019-02 was awarded to Earle Asphalt Company in the amount of \$409,713.13 during the October 21, 2021, meeting. Final documents submitted. On tonight's agenda for acceptance of project.

Air Release Manhole Improvements 101 Hartford Rd & Isolation Valve Removal Pike Rd M-180-292

The project includes the replacement of the air relief valve at 101 Hartford Road and the removal of the valve and fittings for the Pike Road isolation valve. A contract No. 2022-14 in the amount of \$599,670.00 was awarded to J.F. Kiely Construction, Inc. at the March 2023 meeting. Pike Road is almost completed. Hartford Road has not started yet.

Water Main on Hainesport-Mount Laurel Road County Bridge #B4.71 M-180-393

This project is for repair of a leaking 12" water main which is strapped to the side of the County bridge. A contract was awarded to JVS Industrial and Commercial Contractors, Inc. in the amount of \$109,000.83 during the July 2023 meeting. Pre-con took place, work scheduled for October.

Active Projects in Design

Pump Station Monitoring System, M-180-365

No change in status. This project includes updating the alarm system at 29 of the Authority's 41 sewage pumping stations. In addition, condition monitoring will be included with the system. The Authority authorized the start of design work with a construction completion of March 2021, which was not met. Financing for this project was originally planned for NJIB bundle #1 but the Authority is working to

move this to a separate financing as the remainder or bundle #1 is ready for loan closing. Need to make this a higher priority for design.

Air Release Manhole Improvements Union Mill Road M-180-390

This project includes the replacement of a force main air relief valve at the intersection of Union Mill Road and the entrance to Signature Place. The project scheduled is to coincide with the Township project to improve Union Mill Road. Priority and construction schedule will be done when UMR is closed for improvements. DEP approvals received. Construction is anticipated to be in summer of 2024.

Automatic Transfer Switch Installation-81 Elbo Lane M-180-394

This project is to install an Automatic Transfer Switch (ATS) with the capability of connecting an existing portable generator to it when needed, at the Authority's Engineering Office Located at 81 Elbo Lane. Submitted plans to the Authority for review.

Well No. 4 Redevelopment

This project is for the redevelopment of Well no. 4, 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 is scheduled to be advertised in October and awarded at the November board meeting. Design has started.

Mr. Trice reported on the following projects as they are being designed by firms other than Alaimo Associates:

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

The hydraulic model has been completed and calibrated. Mott MacDonald used the model to develop and analyze alternatives for alleviating operational problems experienced in the system and to evaluate alternatives identified by the Authority in the initial SOW. Final report is now expected by the end of October.

Elbo Lane WTP HVAC Replacement (Engineer: Mott MacDonald)

This project includes the replacement and rehabilitation of the HVAC system at the Elbo WTP. Financing will be via the NJIB. MM is doing their final review of the bid documents and should have final documents submitted to the MUA and NJDEP by mid-October.

Ramblewood Pump Station Generator Replacement (Engineer: Remington & Vernick)

This project includes the replacement of the existing standby generator at Ramblewood Pump Station. A contract was awarded to Lee-Way Electrical in the amount of \$173,400.00 at the February 17, 2022, meeting. Delivery of the generator is now November 2023.

HRWPCF Sludge Dewatering Equipment Replacement (Engineer: Colliers)

This project includes the replacement of the sludge handling and dewatering equipment in the sludge dewatering building which was originally constructed in 1996. Colliers anticipates submitting 80% complete plans and specs this month to us and DEP by the end of September.

Chapel Hill Road and Trefoil Terrace Water Main Replacements (Engineer: ERI)

This project included the replacement of approximately 1,020 feet of 6" and 8" water main and 45 services on Chapel Hill Road and Trefoil Terrace. Contract No. 2022-07-84 was awarded to CTX

Infrastructure in the amount of \$430,673.50 in July 2022. Construction is complete, waiting on as-builts and closeout documentation.

Tricia Meadows Force Main (Engineer: ERI)

This project is for the replacement of a section of the Tricia Meadows force main from the vicinity of the PS to Moorestown-Mt Laurel Road. Five (5) bids were received for the project. On tonight's agenda is a recommendation to award the contract to CTX Infrastructure, the low bidder in the amount of \$223,875.

Hartford Road WPCF Headworks Facility (Engineer: Mott MacDonald)

Mott MacDonald performed an evaluation of the existing comminutors and grit removal facilities at the Hartford Road WPCF. The scope of work includes the evaluation of new screening and grit removal equipment technologies and the ability to construct new headworks at both on and off-site locations. Received preliminary evaluation report. A workshop meeting was held on May 30th to discuss the equipment technology evaluation and conceptual designs considered for the construction of the new grit and screenings removal facilities. Visits to local treatment plants that use some of the recommended equipment took place and some visits to other places which use some of the other investigated equipment are being considered. The final report is anticipated to be received in November or December.

Closed Session

A motion was made Ms. Capri, seconded by Mr. Francescone, the Board unanimously approved to pass Resolution 2023-09-95 to close the meeting to discuss Litigation and Potential Litigation which are exempt from open meetings under the Sunshine Law, at 8:00 p.m., with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

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

The meeting was re-opened at 8:04 p.m., following a motion made by Mr. Francescone and seconded by Ms. Capri with unanimous agreement from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Contracts

Mr. Sears mentioned that the following business insurance renewals came in under budget, with an 8% increase mostly due to asset values.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-96 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 \$232,487.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-97 Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Public Officials Liability Insurance Coverage through Greenwich Insurance Group in the amount of \$18,217.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-98 Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Cyber Liability Insurance Coverage through CSC/Lloyds of London in the amount of \$7,950.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-99 Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Excess Environmental Impairment Liability Insurance Coverage through Mid-Continent in the amount of \$1,810.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-100 Resolution Approving Award of Contract Following Receipt of Competitive Bids to CTX Infrastructure in the amount of \$223,875.00 for the Tricia Meadows Force Main Replacement Project, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-101 Resolution Approving Extension of Contract for 12-Months as Permitted in the Original Bid Specification for Emergency Repair Work, Crest Construction Group, LLC, MUA Contact No. 2021-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-102 Resolution Approving Extension of Contract for 12-Months as Permitted in the Original Bid Specification for Emergency Repair Work, Henkels & McCoy, MUA Contact No. 2021-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-103 Resolution Approving Extension of Contract for 12-Months as Permitted in the Original Bid Specification for Emergency Repair Work, Mount Construction Company, MUA Contact No. 2021-04, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-104 Resolution Approving Change Order No. 1 with an increase of \$25,875.00 for the Hartford Road Air Release Valve Replacement and Pike Road Isolation Valve Removal Project, MUA Contract No. 2022-14, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-105 Resolution Approving Change Order No. 4 with a decrease of \$12,228.00 for the Atrium and Hooton Pump Station Upgrade, MUA Contract No. 2019-14, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-106 Resolution Approving Acceptance of Union Mill Pump Station Force Main Replacement Project and Initiating the Two-Year Maintenance Period, MUA Contract No. 2019-02, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Mr. Sears and Mr. Trice explained resolution no. 2023-09-107 was written because the bid received was not compliant with our specifications, so it was necessary to reject the bid.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-107 Resolution Rejecting Bid for Lease Space for the Installation of Antennas and Related Equipment at the Fostertown Road Water Storage Tank, MUA Contract No. 2023-08, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-108 Resolution Authorizing the Purchase of a Vac-Con Sewer Cleaner in the amount of \$626,307.00 through a Cooperative Purchasing Program, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Mr. Sears explained that we received no bids on two attempts. Mr. Sears added our consultant said it's the way these companies are rating the larger contracts.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2023-09-109 Resolution Authorizing Negotiations with Potential Vendors for Third Party Electricity Supply after Receiving Zero Bids after Two Bid Openings, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Accounting and Financial

Ms. Carolan made a presentation on the MLTMUA's existing rate structure explaining how utility billing and connections fees are currently calculated.

Ms. Carolan laid out water and sewer rates and explained how the tiers and meter size change. Ms.

Carolan pointed out that the water and sewer charges are the main revenue source.

Ms. Carolan explained how the fire services and hydrant charges are determined.

Ms. Carolan mentioned the connections fees haven't been increased since 2020 and showed what we're allowed to charge, which is significantly higher than what we are currently charging. Ms. Carolan also briefly explained the connection fees for neighboring towns as this comparison was previously distributed for review.

Members requested that the Power Point presentation be sent to them following the meeting.

Ms. Carolan asked the board to think about the rates structure and bring ideas to the October meeting regarding how they want to adjust rates, an across-the-board rate increase, or by class, etc.

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2023-09-110 Resolution Authorizing MLTMUA Expressing Its Intention to Reimburse Itself for Certain Expenditures Relating to the Authority's Capital Improvement Program out of the Proceeds of Bonds or Other Obligations to be Hereafter Issued by the Authority, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Mr. Sears explained that this is regarding Bundle 1 and a special meeting will be needed in December in order to approve it.

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2023-09-111 Resolution Approving the Mount Laurel Municipal Utilities Authority's Second Supplemental Subordinated Utility System Revenue Bond Resolution (Subordinated Utility System Revenue Bonds, Series 2023), with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Ms. Capri and seconded by Mr. Francescone, the Board unanimously approved the Treasurers Report for July 2023 and Payment Plan Status Report for September 2023, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Requestion #647 in the amount of \$831,378.68 for the Accounts Payable Vouchers, with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

There were no bills from the Acquisition and Construction Bill List

Following a motion made by Mr. Francescone and seconded by Mr. Knight the Board unanimously approved Requisitions #5946 through #5969, in the amount of \$740,063.66 from the Renewal and Replacement list with affirmative votes from Ms. Murphy, Ms. Capri, Mr. Knight, and Mr. Francescone.

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

Comments:

Dan Zizak thanked the board for allowing him to sit in.

Following a motion made by Mr. Francescone and seconded by Ms. Capri and with unanimous agreement from the members, the meeting was adjourned at 8:29 pm.