

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

October 18, 2018

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:10 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

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

Also in attendance were:

Russell Trice	Consulting Engineer
David Wiest	Finance Director
Robert Adler	Operations Engineer
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. Smith and seconded by Mr. Knight, the Board unanimously approved the minutes for the September 20, 2018 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith and Ms. Capri.

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

Developments/New Connections

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-10-102 Resolution Declaring Lightbridge Academy, 4518 Church Road, in Default of its Obligations to Properly Install Water and Sewer Utilities and Authorizing All Appropriate Action to Recover on Posted Performance Guarantees and Financial Assurances for Completion of Utility Work, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Mr. Francescone arrived.

Operations

Water System Summary

Mr. Wiest reported for Ms. Carolan that there were 8 leaks since the last meeting and there are 3 hydrants out of service. In addition, water demand is low and hydrant flushing has begun, with completion by the end of this week.

Wastewater System Summary

Mr. Wiest reported for Ms. Carolan that 5 pumping stations are operating out of normal parameters and the Larchmont pumping station chemical feed repair work is scheduled for next Tuesday. At the Hartford Rd. sewer plant, the biomass chemistry is returning to normal and the effluent looks good.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Library, Millstream and Briggs Road Pump Station Force Main Replacement

No change in status. This project includes replacement of the connections to the primary force main on Union Mill Road at 3 locations: Moorestown Mount Laurel Rd, Walton Ave and Briggs Rd for the Library, Millstream and Briggs secondary force mains. This project also includes replacement of a section of the Library force main, beginning at the pump station and extending beyond the Rt. 295/NJ Turnpike crossing.

This project will be funded through the NJ Infrastructure Bank (NJIB). We are revising the plans and specs for the combined project to incorporate NJIB requirements and Authority comments. We are also preparing the Planning Document, which is the initial submission that must be made for a NJIB project. The Library, Millstream and Briggs project will be combined in one loan application with the Elbo Lane Force Main Replacement project and the Union Mill Farms Force Main Redirection project expected to be filed in January 2019 (Bundle 1B).

Elbo Lane Force Main Replacement

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 near Well No. 7. Before the Planning Document can be submitted survey work and some preliminary design must be completed to determine the new force main location. This work is ongoing.

Hartford Road Force Main Replacement- Phase I

The project included the installation of approximately 2,800 LF primary transmission force main on Hartford and Union Mill Roads and installation of approximately 2,200 LG of new low pressure force main for collection on Hartford Road. The contract, in the amount of \$2,561,111.00 was awarded to Montana Construction Corp. at the Authority's May 2017 meeting. The force mains were placed in service in December 2017. All field work has been completed. Closeout documents are being reviewed and the final payment is being prepared.

We are continuing to investigate the cause of the false alarm associated with a chemical piping leak at the Larchmont PS connection. It is now believed that the alarm may be associated with back pressure from the fittings that connect the chemical piping to the force main. Replacement fittings have been ordered by the contractor with installation scheduled next week.

Atrium and Hooten Road Pump Stations Upgrades

No change in status. This project includes electrical and control system replacement and upgrades at both stations, plus the Atrium station will also include pump replacement and a replacement emergency generator with connection to the Authority's adjacent Horizon Way Booster Station. We are working on plans and specs.

This project was included in the first loan application for NJIB financing; however, construction is not scheduled to start until FY2020.

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. The station has been rehabilitated and upgraded a few times since it was constructed; however, 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 thought 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; therefore, we do not recommend finalizing the Devonshire Pump Station Upgrade project until we have a better understanding for how public sewer will be provided to all of the unsewered properties in Rancocas Woods.

Since the existing electrical building will be replaced with a larger building, Mount Laurel Township Planning Board Site Plan approval will be required. The site plan application has been prepared and submitted to the Planning Board and the application is scheduled to be on the November Planning Board meeting agenda.

Hartford Road WPCF Warehouse to Garage Conversion

No change in status. The purpose of this project is to convert the existing warehouse at the Hartford Road WPCF to a vehicle storage garage for several of the Authority's large vehicles which require tempered storage. Currently the vehicles are stored at the Commerce Tank and 85 Elbo facilities. One existing garage door will be replaced and 2 new garage doors will be installed. Paving for access to the new garage doors and storage will also be provided.

This project was included in the first loan application for NJIB financing and construction is scheduled for FY2019. Plans and specs have been forwarded to NJDEP for review.

Hartford Road WPCF Tank Repairs

No change in status. 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 is scheduled for FY2019. The plans and specs have been completed and forwarded to NJDEP for review.

Union Mill Farms Pump Station Force Main Redirection

This project will include redirecting the flow from direct connection to the primary force main in Union Mill Road, to the collection system in Holiday Village East. This project will be included in the Authority's bundle 1B NJIB loan application.

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 on the orbal tank. When the aerators are repaired, the 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.

Generator Replacement – 85 Elbo Lane

This project includes the replacement of the generator located at 85 Elbo Lane. The generator at 85 Elbo Lane is the original generator installed when the first Elbo Lane WTP was constructed in the early 1970's.

Bids were received on October 11, 2018. Of the 6 bids received, ABS Electric, Inc. submitted the low bid in the amount of \$126,000.00. Award is recommended.

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. Project schedule is dependent on the frequency of future water main breaks.

Saint David Drive Water Main Replacement – Phase 2

No change in status. This project includes the replacement of approximately 1,400 LF of 6" water main. Survey work has been completed. Project schedule is dependent on the frequency of future water main breaks.

York Road Water Main Replacement

This project includes the replacement of approximately 1,200 LF of 6" water main. This contract in the amount of \$265,945.00 was awarded to Pioneer Pipe Contractors, Inc. at the August 2018 meeting. The preconstruction meeting was held and Notice to Proceed issued on September 12, 2018. All work except for final paving is to be completed by January 10, 2019.

The contractor anticipates starting field work within the next 2 weeks. The exact schedule is dependent on material deliveries.

FY2018 Pump Station Painting

This project included the maintenance painting of 4 sewage pumping stations: Hunters, Timbercrest, Brentwood and East Park. A contract in the amount of \$76,000.00 was awarded to Allied Painting, Inc. at the August 2018 meeting. The preconstruction meeting was held and Notice to Proceed issued on September 12, 2018. All work is to be completed by January 10, 2019.

The contractor has completed the majority of the work; however, a final punch list inspection needs to be performed.

Hartford Road WPCF Plant Laboratory

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. This project is scheduled for construction in FY2019; however, the exact timing is dependent on NJDEP approval as part of bundle 1 of the NJIB loan.

A Minor Site Plan Alteration application was submitted to the Township Planning Board for review.

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.

Elbo Lane WTP Clarifier Davit Replacement

This project includes the replacement of 2 existing davits located at the clarifiers which are used to pull the clarifier sludge removal pumps. The 2 existing davits will be replaced with 4 davits with one davit dedicated to each of the submersible pumps. A platform will also be installed to allow the operators better access to the davits and wet wells where the pumps are located.

Hartford Road WPCF Filter Press Control Panel Replacement

No change in status. This project includes the replacement of the filter press controls and filter press belt motors. This project is scheduled for construction in FY2019; however, the exact timing is dependent on NJDEP approvals

as part of bundle 1 of the NJIB loan. Plans and specs have been prepared and forwarded to the Authority for review.

Hartford Road WPCT 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 building 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.

Additional Projects

In addition to the Hartford Road Warehouse to Garage Conversion, Tank Repairs, Orbal Aerator Repairs and the Plant Laboratory, the projects listed below were submitted to the NJIB for financing under the first loan application. The schedule for advertisement, receipt of bids and awarding the projects to be financed is very dependent on the time it takes NJDEP to review the planning documents, plans, specs and other loan documents. The date when NJDEP will approve each project to be advertised for bids is unknown at this time.

- PLC Pump Station Monitoring System, construction scheduled for FY2020.
- Installation of lightning protection system, construction scheduled for FY2021.
- Replacement of plant lighting (tanks and parking lot), construction scheduled for FY2021.
- Replacement of heat tracing and insulation on exposed piping on various tanks throughout the plant, construction scheduled for FY2020.

2018 Sanitary Sewer Rehabilitation

Mr. Adler noted that design of this project was performed by Environmental Resolutions Inc. This project includes lining of approximately 1200' of 10" and 2400' of 16" diameter sanitary mains and rehabilitation of 15 manholes in the Birchfield development. Contract 2018-12 in the amount of \$216,792.00 was awarded to National Water Main Cleaning Co. at the September 2018 meeting. A preconstruction meeting has been scheduled.

Closed Session

A motion was made by Mr. Smith, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2018-10-103 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:35 p.m.

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

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

The meeting was re-opened at 7:40 p.m., following a motion made by Mr. Smith, and seconded by Mr. Knight and with unanimous agreement from Mr. Knight, Ms. Capri, Mr. Francescone and Mr. Smith.

Contracts

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2018-10-104 Resolution Approving Award of 85 Elbo Lane Generator Improvement Project to ABS Electrical, Inc. in the Amount of \$126,000.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-10-105 Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-10-106 Resolution Approving Award of Contract No. 2016-10, Municipal Wastewater Treatment Plant Sludge Holding Tank Cleaning – Sludge, Grit & Rags Removal to Spectraserve, Inc. in the amount of \$57,000.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone. Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Accounting and Financial

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for August 2018 and Payment Plan Status Report for September 2018, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone. Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Requisition #588 in the Amount of \$438,953.34 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith. Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Requisitions #4538 through #4543 in the amount of \$10,863.40 from the Acquisition and Construction Account List, with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith. Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Requisitions #4373 through #4408 in the amount of \$89,749.89 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Francescone, Ms. Capri and Mr. Smith. Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Mr. Wiest reported that the Bond Sale will be occurring in mid-November.

Mr. Wiest noted that the Audit exit conference was held on October 11th – there was a small matter of receipts not being deposited within 48 hours, but there were no official findings.

Following a motion made by Mr. Knight seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:03 p.m.