

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

November 15, 2018

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 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
Evan Crook	Solicitor
Pamela Carolan	Executive Director
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. Francescone and seconded by Mr. Knight, the Board unanimously approved the minutes for the October 18, 2018 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Ms. Capri.

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

Developments/New Connections

No Resolutions for Developments/New Connections

Operations

Water System Summary

Ms. Carolan reported that there were 4 leaks since the last meeting and 3 of them were atypical. On 10/22 at Masons Creek development, a valve leak caused the street to collapse and we also discovered a closed line valve on Fostertown Rd. On 10/30, the first day of installation of the replacement water main on York Rd, the old piping broke as a result of the nearby construction. A fire hydrant was hit by a motor vehicle on Masonville Rd. at Fleetwood Ave during the afternoon prior to Election Day. A river of water erupted causing much damage; crews worked feverishly thru the night so voters could access the nearby polling places unimpeded. The driver of the vehicle was not found.

Ms. Carolan noted that regarding the requirement for lead and copper sampling, a second round of letters went out to homeowners with homes constructed during the prescribed time frame, in order to meet the revised DEP requirement which dramatically increases the number of premises that we must sample.

Regarding the ASR, Ms. Carolan said that the well is out of service for preventative maintenance.

Ms. Carolan added that we supplied water to EMUA at the Ravenscliff interconnections to minimize disruption in the EMUA water system during a main break in Evesham.

Wastewater System Summary

Ms. Carolan reported that 6 pumping stations are operating out of normal parameters and the problem with the chemical feed injection on Hartford Rd near the Larchmont pumping station has been rectified by Montana; this should improve the odor situation and operations at the plant.

Ms. Carolan said that last week a mold remediation specialist worked at the plant at old blower building and operator lab. The mold was a result of a leaky roof. However it has long been planned to vacate the entire building; plans have been at DEP under review for several months for the relocation of the operator lab to the old well building.

Ms. Carolan added that we just received the final NJPDES permit for the plant. The new permit is effective 1/1/19 and is good for 5 years and there are no new discharge limitations, but there are several new parameters to monitor. Regarding phosphorus, Ms. Carolan said that the Rancocas Creek has naturally high levels because of a vein in the soil.

Regarding underdrains, Ms. Carolan reported that Bill Long will be setting up a meeting regarding his mapping of the system.

Ms. Carolan said that last Friday, residents from Ramblewood Parkway and Briarwood called regarding flooding but the residents cleared leaves which was the problem.

Ms. Carolan noted that the proposed Stormwater Bill passed the Senate in June, was at release from Assembly Committee on 10/22 and may come to an Assembly vote after Thanksgiving. If passed, the bill will permit entities to collect stormwater fees. Mt. Laurel will have options: 1. Status quo, stormwater and underdrains owned by Township; 2. Create a self liquidating municipal stormwater utility; 3. Create a new stormwater authority; 4. Delegate the responsibility to an existing Authority such as us.

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.

Replacement fittings for the chemical feed piping have been installed and the system is operating satisfactorily.

Atrium Pump Station Upgrade

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.

We have installed a flow meter in the Rancocas Woods Pump Station to determine the excess capacity of that station. Once that is complete we will install the flow meter in the Timbercrest and Devonshire pump stations to determine the excess capacities of those stations. This information will help us determine the most cost-effective plan for providing sewer to Rancocas Woods.

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.

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.

The contract in the amount of \$126,000.00 was awarded to ABS Electric, Inc. at the October 18, 2018 meeting. The preconstruction meeting has been held and the contractor is procuring equipment.

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. A contract in the amount of \$265,945.00 was awarded to Pioneer Pipe Contractors, Inc. at the August 2018 meeting. All work except for final paving is to be completed by January 10, 2019.

A break of the old main occurred on October 30 as mentioned by Ms. Carolan. The contractor has completed the entire main installation and is in the process of performing the bacteria and pressure tests. Once the testing has been successfully completed, the new water services will be installed. We anticipate the transfer of services to begin next Monday.

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. All work is to be completed by January 10, 2019.

All work has been completed except for minor punch list items. 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. We anticipate receiving this approval shortly.

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.

We anticipate completing the plans and specs and advertising for bids in December.

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.

Plans and specs are substantially complete and will be forwarded to the Authority for review shortly.

Hartford Road WPCF Filter Press Control Panel Replacement (NJWB)

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.

We are currently addressing Authority review comments.

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.

We anticipate completing the plans and specs and advertising for bids in December.

Union Mill Farms Pump Station Flow Diversion Study

Currently the Union Mill Farms Pump Station discharges directly into the 24" force main in Union Mill Road. The Authority has authorized a study to determine if it would be possible to redirect the flow from the Union Mill Farms Pump Station so that it discharges into a gravity sewer main which flows to the Holiday Village East Pump Station. This would eliminate one of the connections to the main force main system. It is thought that the Holiday Village East Pump Station has sufficient excess capacity to handle the additional flow.

We have reviewed the flow metering data collected and determined that there is sufficient excess capacity in Holiday Village East Pump Station to handle the wastewater flows currently being processed, plus the wastewater flows currently being discharged into the Union Mill Farms Pump Station. The Union Mill Farms Pump Station

would have to be modified to reduce the pumping capacity to accommodate the new pumping conditions (lower pump discharge pressures) and more closely match the station influent flows. It was also determined that the gravity sewer lines that would convey the flow in Holiday Village East have a greater capacity than those in Stonegate and can more readily handle the additional flow from Union Mill Farms.

The installation of a new force main from the Union Mill Farms Pump Station to the Holiday Village East collection system will be included in the Library Pump Station force main replacement NJWB loan application.

Union Mill Farms Pump Station Force Main Replacement

This project will include installation of a new force main that will redirect the pump station discharge out of the main force main in Union Mill road and into the gravity sewer collection system that discharges to the Holiday Village East Pump station. We are preparing the plans and specifications.

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 Environmental Infrastructure Trust 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

Ms. Carolan added that design of this project was performed by ERI. 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.

The preconstruction meeting was held. Cleaning and grouting is scheduled to begin on November 26. Lining is anticipated to begin on December 10 and will be done before Christmas.

Closed Session

A motion was made by Mr. Smith, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2018-11-107 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:46 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 8:19 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. Smith, the Board unanimously approved Resolution No. 2018-11-108 Resolution Approving Release of the Maintenance Bonds for 2016 Sanitary Sewer

Lining Project, MUA Contract No. 2015-09, 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. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-11-109 Resolution Terminating Contract with Chemrite, Inc., for Breach of Contract – MUA Contract No. 2017-04, 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. 2018-11-110 Resolution Authorizing Contract with Univar for the Purchase of 25% Caustic Soda, 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. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2018-11-111 Resolution Concerning Reviewing of Annual Report and Group Affidavit (signed by all members – three original copies), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Mr. Wiest noted that the Authority makes a practice of annually adopting a resolution related to the Audit Corrective Action Plan. In years where a Corrective Action Plan is not legally required (which is the case for the fiscal year 2018 audit), the Authority chooses to adopt this resolution as a “place holder” to acknowledge its obligation to do so in the event a Corrective Action Plan is necessary.

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-11-112 Resolution Regarding Corrective Action Plan Adopted in Response to Annual Audit Report for Fiscal Year ending June 30, 2018, 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 asked how many SRECs are available for auction with this approval. Mr. Adler noted 339.

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-11-113 Resolution Authorizing Sale of Solar Renewable Energy Credits (SRECs), 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. Francescone, and seconded by Mr. Smith, the Board unanimously approved the Treasurer’s Report for September 2018 and Payment Plan Status Report for October 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. Francescone, and seconded by Mr. Knight, the Board unanimously approved Requisition #589 in the Amount of \$1,131,475.90 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

No payments from the Acquisition and Construction Account this month.

Following a motion made by Mr. Smith, and seconded by Mr. Francescone, the Board unanimously approved Requisitions #4409 through #4434 in the amount of \$225,424.45 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:

Ms. Carolan noted that there are more problems with inverter #1 at the solar field so the system is half down and we are waiting for repairs to be made under the maintenance contract.

Mr. Wiest said that regarding the Bond Issue, we are progressing – we had a rating call with Standard & Poors which went very well. We were given an AA credit rating on our own merits, aside from the added protection and security derived from the Service Agreement with the Township. This very favorable rating will benefit the Authority in the form of lower interest rates on our bond issue, which will occur within the next few weeks.

Regarding the rate study, Mr. Wiest said the Authority's Financial Advisor, Neil Grossman is currently updating the Authority's Fiscal Planning Model (FPM) to incorporate the most current revenue, cost, capital and debt service projections. Mr. Wiest noted the FY19 budget includes a 3% water revenue increase. Water rate scenarios will be run to explore two approaches: across the board rate adjustments and adjustments made only to the fixed portion of the current rates. These scenarios will use the updated FPM as a basis for revenues that must be generated. Implementation of revised water rates is targeted for the February or March 2019 billing.

Mr. Adler noted that we have an issue with trees being installed in our water easement in vicinity of the Dunkin Donuts/Fun Plex.

Mr. Francescone asked that we verify if the plantings were required with Planning Board approval.

Mr. Adler indicated that he will research, but that the MUA does not receive all pages of project plans.

Mr. Crook was review procedures to see if we can rectify this type of situation moving forward.

Mr. Adler mentioned that a project was before the Township to install solar panels, some of which would be over top of an MUA easement, which is a concern.

Mr. Francescone indicated that the project was not approved.

Following a motion made by Mr. Knight seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 9:07 p.m.