

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

March 15, 2018

Chairwoman CoCo Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:07 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
Geraldine Nardello	Member
Christopher Smith	Member

Also in attendance were:

Tom Hastie	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

Chairwoman CoCo-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 February 15, 2018 Regular Meeting, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Francescone, Mr. Smith and Ms. Capri.

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

Annual Appointments

Following a motion made by Ms. Nardello and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-03-49 Resolution Rescinding Resolution No. 2018-02-13 Designating Sun National Bank as Depository for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

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

Mr. Francescone arrived at 7:10 p.m.

Developments/New Connections

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-03-50, Resolution Approving Release of the Performance Bond (Bond No. K08880591) for demolition of abandoned service lines at the Royal Farms Project site (3123 Route 38), with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Operations**Water System Summary**

Ms. Carolan said that there were 2 breaks since the last meeting – one was a private main on Briggs Road. The main replacement on Nottingham Way was planned for 2020 but has may be accelerated due to pipe condition witness during the recent break – planned 1,400' length replacement.
Ms. Carolan said raw water piping reconfiguration is occurring at the plant and there is a water system DEP inspection tomorrow.

Wastewater System Summary

Ms. Carolan reported 3 pumping stations are operating out of normal parameters.
Ms. Carolan noted that the sewer plant primary clarifier has been down for 2 months and we are having problems getting all the sludge out as it's full of rags, and we are trying to do it in house. The cost of treating and dealing with wipes clogging the system is probably over \$500K, Ms. Carolan added.
Ms. Carolan also reported a force main break that occurred on 2/26/18 on Elbo Lane in front of 41 Elbo – at first, it was thought to be a well line leak.
Ms. Carolan said there was a lot of flooding due to the snowstorms on 3/3 and 3/7/18, especially near the golf course. The County Composting facility lost power during the 3/7 storm and couldn't accept our sludge until Saturday – the County doesn't have an emergency generator.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

This project includes the replacement of the entire SCADA system at the Hartford Road WPCF and the upgrade of the SCADA system at the Elbo Lane WTP. Allied Control Services, Inc. was awarded the contract in the amount of \$688,705.00 at the Authority's August 2015 meeting. The new SCADA systems are running at both plants.

The contractor has completed all the original contract work and the change order work previously requested by the Authority. At the request of the Authority the contractor has provided pricing for additional SCADA and security system upgrades. The change order, in the amount of \$28,186.00 is on the agenda for approval.

Hartford Road WPCF UV Tank Slide Gate Replacement

This project was to replace slide gates at the UV tank which are used to isolate the UV4000 and UV3000 systems and to replace the structure which houses the UV controls. KRS Services, Inc. was awarded the contract in the amount of \$138,169.00 at the Authority's April 2016 meeting. The new slide gates have been installed and the UV system is in operation. The SCADA modifications for control of the new slide gates have been completed and the gates have been inspected by the gate manufacturer.

Alaimo and Authority personnel met with the contractor to review exactly what was required to be submitted to satisfy the electrical as-built requirements. The as-builts have been submitted and are under review.

Hartford Road Force Main Replacement- Phase I

The project includes the installation of approximately 2,600 LF of 24" and 160 LF of 20" force main on Hartford and Union Mill Roads. Approximately 2,200 LF of 2" and 2 ½" PVC force main will also be installed to collect wastewater from existing and future properties along Hartford Road. The contract was awarded to Montana Construction Corp. in the amount of \$2,561,111.00 at the Authority's May 18, 2017 meeting.

Punch list items and contract closeout documentation need to be completed.

Hartford Road WPCF Pump Station Upgrade

No change in status. This project includes the replacement of pumps, controls and other equipment for the pump station located at the treatment plant. The station is an integral part of the plant since it collects drainage from a number of facilities throughout the plant. A contract in the amount of \$368,200.00, was awarded to TKT Construction Co., Inc. at the Authority's April 20, 2017 meeting.

The new station is operational. Tie-in of the new equipment to the existing plant SCADA system has been partially completed. Site restoration work, as-builts and closeout documentation remain to be completed.

Atrium Pump Station Upgrade

No change in status. The station flows and design criteria for sizing the new pumps have been finalized. We are now proceeding with the preparation of plans and specs for upgrade of the station, which generally will include replacement of pumps and electrical controls. The Authority has also decided to include electrical upgrade work at the Hooten Road pump station in this project. This project will be included with one of the loan applications for NJEIT financing.

Liberty Road and Lincoln Drive Water Main Replacements

This project includes the replacement of approximately 2,200 LF of water main on Liberty Road (2nd half), Lincoln Drive and Stuyvesant Place. The contract in the amount of \$666,472.00 was awarded to RTW Construction, Inc. at the Authority's July 19, 2017 meeting.

All the new water main and house services have been installed. Restoration work remains to be completed. The contractor was given notice that liquidated damages may be assessed for costs incurred associated with main breaks after the contract completion date.

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. The plans and specs are complete and have been provided to the Authority for review. The Authority plans to apply for funding for this project from the NJ Environmental Infrastructure Trust.

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. The Authority plans to apply for funding for this project from the NJ Environmental Infrastructure Trust.

Design work is substantially complete. We are addressing Authority comments and some additional work added to the contract.

Briggs Road Pump Station Force Main Replacement

No change in status. This project is for replacement of the existing pump station force main from the pump station to and including the connection to the main force main in Union Mill Road. The plans and specs are substantially complete and have been forwarded to the Authority for review. The Authority now intends to finance this work through the NJEIT and that finalization of this contract will be tied to other pump station force main work that will also be financed

Note: The Briggs Road Pump Station Force Main Connection Replacement (M-180-356), the Millstream Pump Station Force Main Connection Replacement (M-180-357), the Library Pump Station Force Main Replacement (M-180-322) that was designed in 2015-2016 will be combined into a single contract before bidding.

Millstream Pump Station Force Main Connection Replacement

This project is for the replacement of the existing pump station force main connection to the main force main in Union Mill Road at Walton Avenue. Design drawings have been completed and the specs are substantially complete.

Library Pump Station Force Main Connection Replacement

This project is for the replacement of the existing pump station force main connection to the main force main in Union Mill Road at Moorestown Mount Laurel Road. We are currently finalizing the contract drawings.

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 the Holiday Village East Pump Station or into gravity sewer mains that flow to the Stonegate Pump Station. This would eliminate one of the connections to the main force main system and it is thought that the Holiday Village East Pump Station has sufficient excess capacity to handle the additional flow. Flow meters are currently installed at the stations.

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. Design drawings are substantially complete and were forwarded to the Authority for review and comment.

Well No. 4 Redevelopment and Pump Repair

This contract is for the redevelopment of Well No. 4, including removal and repair of the existing well pump and the installation of the spare pump they Authority has stored. Upon completion of this project, the Authority will have appropriately sized spare well pumps for each of the production wells. The contract was awarded to Steffen Drilling, the low bidder, in the amount of \$103,400.00, at the January 18 meeting. The contractor has removed the existing pump, brushed the well casing and screen and is preparing to televise the well. The existing well pump appears to be in very poor condition and it may not be cost effective to repair it.

Generator Replacement – 85 Elbo Lane

No change in status. This project will include the replacement of the original 1974 generator, now oversized, located at 85 Elbo Lane. The new generator will supply emergency power to Well No. 4, the garage located at that site, and the engineering/warehouse building located at 81 Elbo Lane.

In addition to the Hartford Road Warehouse to Garage Conversion, Tank Repairs and Orbal Aerator Repairs, the following additional projects are planned to be designed and submitted to the Environmental Infrastructure Trust for financing under one loan application:

- PLC Pump Station Monitoring System.
- Hartford Road WPCF Building Roof Replacements.

- Installation of a lightning protection system.
- Replacement of plant lighting (tanks and parking lot).
- Upgrade of the belt filter press control panels.
- Replacement of floor drainage piping in the primary sludge pump building.
- Replacement of heat tracing and insulation on exposed piping on various tanks throughout the plant.
- Installation of an Anti-fall protection system on the peripheral feed clarifiers.

Some of these projects are planned to be designed this year and under-construction in FY2019. Others are scheduled for construction in subsequent years.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2018-03-51 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:47 p.m.

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

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

The meeting was re-opened at 8:57 p.m., following a motion made by Mr. Smith, and seconded by Mr. Knight and with unanimous agreement from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Nardello.

Contracts

Following a motion made by Ms. Nardello and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-03-52 Resolution Authorizing Entry into a Shared Services Agreement with the Township of Mount Laurel to Provide Lawn Maintenance Services for Mount Laurel Municipal Utilities Authority in the amount of \$52,000.00, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 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. 2018-03-53 Resolution Approving Award of Contract to Municipal Maintenance Co., Inc. Following Receipt of Competitive Bids for (2) 50hp Gear Drive Motor Units, (6) 30hp Gear Drive Motor Units for the Orbal Aerator Motors at HRWPCF in the amount of \$162,560.00 – Contract No. 2018-02, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

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

Following a motion made by Ms. Nardello and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-03-54 Resolution Approving Sale of Authority Surplus Equipment Through Internet Based Vendor for Online Auction, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 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. 2018-03-55 Resolution Approving Change Order No. 6, Contract No. 2014-21, Hartford Road WPCF and Elbo Lane WTP SCADA, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

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

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2018-03-56 Resolution Approving Change Order No. 3, Contract No. 2016-08, Hartford Road Force Main Replacement, Phase I, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

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

Accounting and Financial

Following a motion made by Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved the Treasurer's Report for January 2018 and Payment Plan Status Report for February 2018, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Ms. Nardello and Mr. Smith.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Requisition #581 in the Amount of \$1,018,650.54 approving Accounts Payable Vouchers, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

No Acquisition and Construction payments this month.

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Requisitions #4094 through #4122 in the amount of \$418,838.12 from the Renewal and Replacement List, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Comments:

Ms. Carolan noted that the Authority received 2 WAVE awards from AEA – one for Social Media presence and one for Public Education for repeat school tours of facilities.

Ms. Carolan said there is an updated organizational chart and fact sheet that was given to all at the meeting.

Mr. Wiest noted that the Fiscal Year 2019 budget will be presented for approval at the April board meeting.

Following a motion made by Mr. Knight, seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 9:06 p.m.