

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

April 18, 2019

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:03 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Cheryl Coco-Capri	Chairwoman
John Francescone	Vice Chairman
Christopher Smith	Member
Dennis Riley	Member

Also in attendance were:

Richard Alaimo	Consulting Engineer
James Bulicki	Consulting Engineer
Kelly Grant	Solicitor
Pamela Carolan	Executive Director
David Wiest	Finance Director
Tenisha Taylor	Staff Accountant
Robert Adler	Operations Engineer
Russell Trice	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. Riley, the Board unanimously approved the minutes for the March 21, 2019 Reorganization and Regular Meeting, with affirmative votes from Mr. Smith, Mr. Francescone, Mr. Riley and Ms. Capri.

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

**Developments/New Connections**

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-04-62 Resolution Approving the Release of Performance Bonds for the 7000 Midlantic Drive (Hotel Phase) Project, with affirmative votes from Mr. Francescone, Mr. Riley, Mr. Smith and Ms. Capri.

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

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-04-63 Resolution Approving Expiration of the Maintenance Bond for the 7000 Midlantic Drive (Restaurant Phase) Project, with affirmative votes from Mr. Francescone, Mr. Riley, Mr. Smith and Ms. Capri.

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

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-04-64 Resolution Approving Release of the Sanitary Sewer Performance Bond for the Section SF-2 of the Rancocas Pointe Project, with affirmative votes from Mr. Francescone, Mr. Riley, Mr. Smith and Ms. Capri.

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

## **Operations**

### **Water System Summary**

Ms. Carolan reported that there were no new leaks since the last meeting. For prior leaks, we finally received County road opening permits and they are either repaired or scheduled for repair.

Ms. Carolan noted that for the ASR, there is 150MG in the ground and we have to remove all the water by 9/30/19. There is no carry over since it is the end of the third-year cycle.

Ms. Carolan reported that the next round of UCMR sampling began at the plant and interconnections.

### **Wastewater System Summary**

Ms. Carolan reported that 5 pumping stations are operating out of normal parameters-the problem at the Ramblewood pumping station was determined to be that the old 1988 generator and the VFDs are interfering with each other. To temporarily deal with the problem, we moved our new portable Ark Rd Booster Station generator to Ramblewood, and placed an old portable generator at Ark Rd. A project to replace the original Ramblewood generator has been added to the capital budget which is being presented tonight.

Ms. Carolan added that the old 500 gallon Ark Rd diesel tank has been relocated to the sewer plant as it is repurposed as our only diesel fueling station for fuel and equipment.

Ms. Carolan noted that during the first week in April there were additional problems primary clarifier #2, the drive unit now has a bent shear pin; we are in the process of draining and cleaning the tank in order to investigate the cause. Primary #1 has been placed in service.

### **Underdrains –**

Ms. Carolan noted that we are continuing field verification work. Camelot Court has a sump pump header system which is what we believed, and Stone Mill Estates and Buckingham do not have community groundwater removal systems which is contrary to our original beliefs.

## **Presentation of Engineer's Status Report**

Mr. Bulicki presented the report.

### **Elbo Lane Force Main Replacement**

No change in status. 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 beyond Well No. 7.

The preliminary force main layout has been completed. A road opening application was submitted to Burlington County to perform the vacuum extraction to determine the depth of the Sunoco Gas line. We are still waiting for approval for this to perform the work. The depth of the gas lines must be determined before the final design drawings can be completed. In addition to this work we are performing a detailed survey and title search of the Wawa property located on South Church Street (Block 1004 Lot 12), to determine the value of the property for temporary and permanent easements. We provided the Authority with a map showing the best location of the permanent easement. This project will be financed via borrowing from the NJ Infrastructure Bank (NJIB).

### **Library, Millstream and Briggs Road Pump Station Force Main Replacement**

No change in status. This project includes replacement of pump station force main connections to the primary force main on Union Mill Road at 3 locations. 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). The plans and specs for the combined project have been revised 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 2).

#### Atrium and Hooten Pump Stations Upgrades

No change in status. 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 Booster Station. Work on the plans and specifications is on-going. 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. Although the station has been rehabilitated and upgraded a few times since it was constructed, 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 assumed based on a recent flow metering study 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. We are currently working on the mechanical/electrical design.

#### Hartford Road WPCF Warehouse to Garage Conversion

The purpose of this project is to convert the old 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. The project was advertised on March 18, 2019 and bid opening held on April 11, 2019. Three (3) bids were received with the low bid being \$314,000, which is below the Engineer's Estimate of \$368,120. We recommend project award to the low bidder, J.H. Williams Enterprises, pending NJDEP approval.

#### Hartford Road WPCF Tank Repairs

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 project was advertised on March 18, 2019 and the bid opening is scheduled for May 9, 2019.

#### 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 located on the orbal tank. When the aerators are repaired, the Orbal 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 included replacement of the original generator from the early 1970's located at 85 Elbo Lane. A contract in the amount of \$126,000.00 was awarded to ABS Electric, Inc. at the October 18, 2018 meeting.

Change Order #2 related to some additional conduits which require replacement is being presented for approval tonight. In addition, final payment with 2% retainage is also recommended for approval.

#### Hartford Road WPCF Roof Replacement

No change in status. This project includes the replacement of roofs on seven (7) buildings at the WPCF. These roofs are the original roofs installed when the buildings were constructed in 1996. This project will be funded using NJIB financing; bidding will occur as soon as approvals are obtained. The project's scope has been revised to include lightning protection. This combines two projects from NJIB bundle 1. The schedule is to complete the plans and specifications this year with construction to begin in July 2020.

#### Harford Road WPCF Lighting Replacement

We are preparing plans and specifications for the replacement of site lighting throughout the plant. Final scope of work is being discussed between the Authority and our electrical department. This project will be financed via the NJIB.

#### 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. The project schedule will be 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 water main in the Mill Run development. Survey work is partly completed as scope of work was amended.

#### York Road Water Main Replacement

No change in status. This project included 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. The contractor has completed all water main installation work. Final paving and restoration work will be completed in April when weather permits.

#### 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. A Minor Site Plan Alteration approval has been received from the Township Planning Board. The project was advertised on March 18, 2019 and bid opening held on April 11, 2019. Five (5) bids were received with the low bid being \$224,000, which is below the Engineer's Estimate of \$243,000. We recommend project award to the low bidder, J.H. Williams Enterprises, pending NJDEP approval.

#### Emergency Shower and Eyewash Facility Installation

No change in status. 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.

The plans and specifications for the shower/eyewash facilities to be installed at Well No 7, the Larchmont PS and at the Hartford Road WPCF (4 locations) are complete except for electrical design work.

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. Contract No. 2018-04 in the amount of \$84,940 was awarded to Municipal Maintenance Company on February 21, 2019. Submittals have been received and approved. We are currently waiting to the material to be delivered to the site.

Hartford Road WPCF Filter Press Control Panel Replacement

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 submitted to the NJDEP for review. Specifications have been submitted and approved by the SED Office. Initial comments are being addressed and will be resubmitted to the NJDEP by mid-April.

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 buildings 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. Contract No. 2018-15 in the amount of \$217,000 was awarded to W.G. Gross, Inc. at the February 21, 2019 meeting. Submittals have been received and approved. Currently waiting for materials to be delivered to site.

Union Mill Farms Pump Station Force Main Replacement

No change in status. 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. This project will be included in the Library Pump Station force main replacement NJIB loan application.

Plans for the new force main were provided to the Authority for review and we are currently revising the plans to address comments that were received. Once approved by the Authority, they will be submitted to NJDEP for approval.

Piping, Heat Tracing and Insulation Replacement at the Hartford Road WPCF

No change in status. This project is 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 in 1996. Plans and specifications are currently being prepared. Once completed and approved by the Authority, they will be forwarded to NJDEP approval as this project will be funded via a loan from the NJIB.

Well No. 4 Spare Pump

This project included purchasing a spare column pipe, line shaft and spider bearings for Well No. 4. The components will be delivered to the Authority and stored in the event that they are needed. On April 11, 2019, two bids were received with the low bid being \$32,500, which is below the Engineer's Estimate of \$50,000. We recommend project award to the low bidder, A.C. Schultes, Incorporated.

Additional Projects

In addition to the projects previously mentioned, additional projects were submitted to the NJ Infrastructure Bank 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.
- Replacement of plant lighting (tanks and parking lot), construction scheduled for FY2021.

### 2018 Sanitary Sewer Rehabilitation

Ms. Carolan added that design of this project was performed by ERI. This project includes lining of approximately 1200 lf of 10" and 2400 lf 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 contractor has completed all work with the exception of the large void on the 16" main on S. Lake Dr. Alternatives for repair are under discussion.

### Closed Session

A motion was made by Mr. Riley, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2019-04-65 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:30 p.m.

Total votes: 5 ayes, 0 nays, 0 abstentions, 1 absent

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

The meeting was re-opened at 7:56 p.m., following a motion made by Mr. Smith, and seconded by Mr. Riley and with unanimous agreement from Ms. Capri, Mr. Francescone, Mr. Riley and Mr. Smith.

### Contracts

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-04-66 Resolution Approving Release of Maintenance Bond for the Hartford Road Water Pollution Control Facility UV Disinfection Equipment, UV 4000 Gates, Contract No. 2015-22, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-67 Resolution Approving Change Order No. 2 in the amount of \$2,523.24 for the 85 Elbo Lane Generator, Contract No. 2018-11, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-68 Resolution Authorizing Award of Contract to A.C. Schultes, Inc., in the amount of \$32,500.00 for the Well 4 Spare Pump, Contract No. 2019-05, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-04-69 Resolution Authorizing Award of Contract to J.H. Williams Enterprises, in the amount of \$341,000.00 for the Warehouse to Vehicle Storage Conversion, Contract No. 2017-10, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-70 Resolution Authorizing Award of Contract to J.H. Williams Enterprises, in the amount of \$224,000.00 for the Hartford Road Water Pollution Control Facility Plant Lab, Contract No. 2018-07, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2019-04-71 Resolution Authorizing Award of Contract to American Disposal, Inc., in the amount of \$213.75 cost per load for the Sludge Hauling Services, Contract No. 2019-08, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

### **Accounting and Financial**

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-72 Resolution Authorizing Intention of the Mount Laurel Township Municipal Utilities Authority 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 Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-73 Resolution Authorizing Execution of Energy Aggregation Contract Following Submission of Bids, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2019-04-74 Resolution Endorsing Modification to Renewal and Replacement Reserve Fund, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

### **Discussion Regarding 2019 Appropriation to Mount Laurel Township:**

Mr. Wiest explained that the calculation for the appropriation is done on the F-8 Form and added that maximum allowed, 5% of the sewer operating budget facility is appropriated, while the water utility is not strong enough to contribute.

Mr. Wiest added that the appropriation amount is almost the same as last year at approximately \$390,000.

### **Discussion of Authority Water & Sewer Budgets:**

Mr. Wiest referred to the memo that went out to the members last week and noted that no changes had been made to the operating budget amounts since then.

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2019-04-75 Resolution Approving Authority Budget for Water and Sewer Service and Facilities for Fiscal Year from July 1, 2019 to June 30, 2020, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report for February 2019 and Payment Plan Status Report for March 2019, with affirmative votes from Mr. Smith, Ms. Capri, Mr. Riley and Mr. Francescone.

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

Following a motion made by Mr. Riley, and seconded by Mr. Smith, the Board unanimously approved Requisition #594 in the Amount of \$453,823.69 for the Accounts Payable Vouchers, with affirmative votes from Mr. Francescone, Ms. Capri, Mr. Riley and Mr. Smith.

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

No payments from the Acquisition and Construction List.

Following a motion made by Mr. Smith, and seconded by Mr. Riley, the Board unanimously approved Requisitions #4575 through #4624 in the amount of \$431,698.97 from the Renewal and Replacement List, with affirmative votes from Mr. Francescone, Ms. Capri, Mr. Riley and Mr. Smith.

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

**Comments:**

Ms. Carolan noted that there is a major rainstorm predicted for the upcoming weekend and said the staff and facilities are prepared.

Ms. Carolan noted that Monday is Earth Day and we are putting a blast on social media and will have giveaways for those who come in to the office.

Mr. Wiest recognized the staff for the work they did on the budgets, particularly Tenisha Taylor and Jane Rottau. The budget is expected to be presented for adoption at the May meeting, pending state approval.

Mr. Wiest noted that bid opening for the 3<sup>rd</sup> party electric supply contract has been scheduled for May 14<sup>th</sup>. MUA Energy Advisor, Thom Dickinson of Muirfield Energy, expects several firms to be interested. By virtue of the authorizing resolution passed at this meeting, a contract with the successful bidder will be executed on the day of bid opening, after Mr. Dickinson's analysis of submittals. Based on the current energy markets, Mr. Dickinson is expecting pricing near our current contract pricing. Results will be presented at the May board meeting.

Mr. Adler noted that after both inverters were re-built under warranty by Advanced Energy it was discovered that the communication card was never reconnected in one of the inverters. This resulted in the energy production from this inverter not being reported to the web site that verifies production for SREC purposes. The technician's error resulted in an estimated loss of \$6,500, based on past average solar energy production and an SREC price of \$200. Mr. Adler will be contracting Advanced Energy, the company responsible for the warranty repairs, to advise them of this issue and to request reimbursement.

Mr. Adler reported that the Township would like to connect the Blue Hill Farms Community Garden to the Authority water system in order to provide dependable irrigation of the individual farm plots. The Township has also requested that the Board waive the connection fees as has been previously done for other Township facilities. The Board agreed to waive the connection fees as long as the Township is waiving fees for the Authority.

Following a motion made by Mr. Riley, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:40 p.m.