

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

May 17, 2018

Chairwoman CoCo Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:01 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
Geraldine Nardello	Member

Also in attendance were:

Kelly Grant	Solicitor
Russell Trice	Consulting Engineer
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 Ms. Nardello, and seconded by Mr. Knight unanimously approved the minutes for the April 19, 2018 Regular Meeting, with affirmative votes from Mr. Knight, Ms. Nardello and Ms. Capri.

Mr. Smith abstained from voting.

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

Developments/New Connections

Following a motion made by Mr. Smith and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-05-62 Resolution Approving Release of Performance Bonds for the Pleasant Valley Estates Project Located at 314 Union Mill Road – Contingent Upon the Posting of Appropriate Maintenance Bonds, with affirmative votes from Ms. Capri, Mr. Knight, Mr. Smith and Ms. Nardello.

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

Operations

Water System Summary

Mr. Wiest reported that there were 3 breaks since the last meeting – one on Dearborne Circle – the area looks bad and is being added to the 10-year plan replacement list. Another break was on Hopemont which was little pinholes along the pipe. The third was a private break at the NJ Turnpike yard.

Mr. Wiest added the Elbo Plant and Willingboro MA are fully operational and NJAWC is off until October 1st. The ASR is off now until user demand increases.

Wastewater System Summary

Mr. Wiest reported 6 pumping stations are operating out of normal parameters.

Mr. Wiest added that for the collection system and the MUA televising, it was noticed that there are 2 major leaks into the sanitary system – it was determined that it was groundwater and the pipes were repaired.

Mr. Wiest noted that modifications were made to headworks at the sewer plant to try to deal with future no flow, vacuum, hammer, rags (fatberg) issues. Comminuter A was removed and replaced with a spool section of pipe so that we can bypass the comminuters/grinders in the event of a clog. This is temporary until a permanent bypass can be installed in future years.

Mr. Wiest also noted a sinkhole in Mill Run that is related to an old underdrain. An emergency repair was made which the Township paid for.

Mr. Francescone arrived.

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. The replacement of the Library PS, Briggs Road PS and Millstream PS force main connections to the primary force main on Union Mill Road, replacement of a section of the Library force main and replacement of a section of the Briggs Road force main have been combined into one contract for bidding purposes. We are currently finalizing the plans and specs for the combined project and anticipate advertising for bids in June and accepting bids and awarding the contract in July of this year.

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 and has completed approximately 90-95% of the last change order work that was authorized.

Hartford Road Force Main Replacement- Phase I

No change in status. The project included 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 was also 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. The replacement section of 20" and 24" force main and the new 2" and 2 ½" low pressure force main are both operational.

A punch list has been prepared and forwarded to the contractor for completion.

Hartford Road WPCF Pump Station Upgrade

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 processes 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. A meeting was held today to resolve issues related to tying the new equipment into the plant SCADA system. All other work has been completed and we anticipate closing this project out at next month's meeting.

Atrium and Hooten Road Pump Station Upgrade

No change in status. Plans and specs are being prepared for the replacement of pumps and electrical controls at the Atrium PS and electrical upgrade work at the Hooten Road PS. This project will be included in the first loan application for NJEIT financing; however, construction is not scheduled to start until FY2020.

Liberty Road and Lincoln Drive Water Main Replacements

This project included 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. Final paving has been completed and restoration work is ongoing.

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. This project will be included in the first loan application for NJ Environmental Infrastructure Trust financing and construction is scheduled for FY2019.

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. 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. This project will be included in the first loan application for NJ Environmental Infrastructure Trust financing and construction is scheduled for FY2019.

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 and pressure recorders were installed in the stations for over a month. We are currently reviewing the flow and pressure data collected.

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.

This project will be included in the first loan application for NJ Environmental Infrastructure Trust financing and construction is scheduled for FY2020.

Well No. 4 Redevelopment and Pump Repair

This contract was for the redevelopment of Well No. 4. The contract was awarded to Steffen Drilling, the low bidder, in the amount of \$103,400.00, at the January 18 meeting.

The new well pump has been installed and the well is in service. The spare pump bowl assembly has been delivered. SCADA modifications to the well pump control panel remains to be completed.

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.

We are working on the plans and specs. This project is scheduled to be advertised for bids in July 2018 and bids received and the contract awarded in August 2018.

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. Survey work has been completed and the project is under design. Project schedule is to advertise in June and received bids such that the contract can be awarded at the July board meeting.

FY2018 Pump Station Painting

This project includes the maintenance painting of 4 sewage pumping stations. The stations that will be included in this contract are Hunters, Timbercrest, Brentwood, Devonshire and East Park. We anticipate advertising for bids in late May/early June and awarding the contract at the June board meeting.

In addition to the Hartford Road Warehouse to Garage Conversion, Tank Repairs and Orbal Aerator Repairs, the projects listed below are planned to be submitted to the Environmental Infrastructure Trust5 for financing under one loan application. We intend to submit the Planning Documents for this loan application next week.

- PLC Pump Station Monitoring System, construction scheduled for FY2020.
- Hartford Road WPCF Building Roof Replacements, construction scheduled for FY2019.
- Installation of lightning protection system, construction scheduled for FY2021.
- Replacement of plant lighting (tanks and parking lot), construction scheduled for FY2021.
- Upgrade belt filter press control panels, construction scheduled for FY2019.
- Replacement of heat tracing and insulation on exposed piping on various tanks throughout the plant, construction scheduled for FY2020.

Closed Session

A motion was made by Mr. Francescone, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2018-05-63 to close the meeting to discuss NJAWC Rates, Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:24 p.m.

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

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

The meeting was re-opened at 7:25 p.m., following a motion made by Mr. Knight, and seconded by Mr. Francescone and with unanimous agreement from Ms. Capri, Mr. Knight, Mr. Smith, Mr. Francescone and Ms. Nardello.

Contracts

Following a motion made by Ms. Nardello and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-05-64 Resolution Authorizing Change Order No. 4, for the Hartford Road Force Main Replacement Project Phase I, MUA Contract No. 2016-08, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Mr. Smith, and Ms. Nardello.

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

Accounting and Financial

Discussion Regarding 2018 Appropriation to Mount Laurel Township

Mr. Wiest explained and reviewed how the F8 form is used to determine the appropriation amount – it basically determines how much unrestricted assets are available, which in this year are \$388,002.00.

Discussion of Authority Water and Sewer Budgets

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-05-65 Resolution Approving Authority Budget Adoption for Water and Sewer Service and Facilities for Fiscal Year from July 1, 2018 to June 30, 2019, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Mr. Smith and Ms. Nardello.

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

Following a motion made by Mr. Francescone and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-05-66 Resolution Declaring Intent of Authority to Reimburse itself from the Proceeds of One or More Tax Exempt Financings for Certain Expenditures Made and/or to be Made in Connection with the Acquisition and Construction and Equipping of Certain Capital Improvements, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Mr. Smith and Ms. Nardello.

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

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

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 Requisition #583 in the Amount of \$850,198.50 approving Accounts Payable Vouchers, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Francescone.

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

No Acquisition and Construction payments this month.

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved Requisitions #4158 through #4189 in the amount of \$411,464.83 from the Renewal and Replacement List, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Francescone.

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

Comments:

Ms. Carolan reported (through Mr. Wiest) that we did a presentation and display for Rowan College on May 1st. On May 2nd, we presented the enviroscape model to Harrington 5th grade and on May 8th to the 2nd grade at Parkway School.

On May 3rd we toured a BCIT class for water and sewer facilities.

Mr. Adler noted that the inverter problem at the Ramblewood solar field may have been solved. A semi carport has been installed over each inverter at a cost of \$2,500 each to keep the water out.

Mr. Wiest reported that the fiscal budget is amended in June.

Mr. Wiest added that in June we will approve the application to the Local Finance Board.

Mr. Wiest said he had a conversation with Neil Grossman and Tom Hasty and Tom will reach out to the Township Manager regarding the approval for the debt issuance in June not to exceed \$17M – that includes \$3M for the Hartford Road Force Main Replacement and \$14M reimbursement resolution.

Following a motion made by Mr. Knight seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 7:53 p.m.