

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

June 21, 2018

Vice Chairman Francescone 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:

John Francescone	Vice Chairman
Elwood Knight	Secretary
Geraldine Nardello	Member

Also in attendance were:

Kelly Grant	Solicitor
Russell Trice	Consulting Engineer
David Wiest	Finance Director
Robert Adler	Operations Engineer
Mark Cimorelli	Wastewater Supervisor
Theresa Trumbetti	Stenographer

Vice Chairman Francescone 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 May 17, 2018 Regular Meeting, with affirmative votes from Mr. Knight, Ms. Nardello and Mr. Francescone. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Developments/New Connections

Following a motion made by Mr. Knight and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-06-67 Resolution Approving Agreement for Fence License over Utility Easement at 19 Starboard Way, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Knight and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-06-68 Resolution Approving Agreement for Fence License over Utility Easement at 21 Starboard Way, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Operations

Water System Summary

Ms. Carolan reported that there were 2 leaks since the last meeting and 7 valves with minor leaks from valve exercising; repairs to the valves will be made as time permits during the summer.

Ms. Carolan noted that there is a problem with the new fluoride pumps at Elbo Lane as the chemical corroded the pumps much faster than normal, so the plants are being replaced after 4 months in service, usually 2 year service life.

Ms. Carolan also noted that water usage is low this year and almost identical to 2013 usage, which was the lowest in 20 years. It is bad for revenue, but good for facilities.

Ms. Carolan said that the DEP has revised our requirements for lead and copper; they just realized that we buy surface water from NJAWC and are now changing increasing the sampling as such. Previously we used to test 30 premises every 3 years and now we must test 60 homes every 6 months beginning 7/1/18. We don't have enough homes in our current sampling plan so letters are being sent to homes, predominantly in Holiday Village as they fit the required age profile of being constructed after 1983 but before 1990.

Ms. Carolan said the MUA results typically do not detect lead; however, there was one in the last round but the homeowner did not perform the sampling according to the federal requirements and used a basement fixture which had been dormant for several years-detection was from the lead solder used in the plumbing.

Ms. Carolan added that we add an orthophosphate to our water to sequester iron, this is the same treatment used for handling lead, but don't get credit from DEP for lead corrosion control.

Wastewater System Summary

Ms. Carolan reported 7 pumping stations are operating out of normal parameters and there are a few generators that are out.

Ms. Carolan said there is an issue with the new pumping station at the sewer plant so the VFDs are running on by-pass.

Ms. Carolan noted that last Friday, DEP performed an impromptu inspection, and all went fine. We have been running on an expired discharge permit although we reapplied to DEP 6 months in advance of the expiration as required; this visit was in anticipation of DEP issuing the renewal permit. Ms. Carolan said she received a preliminary report today regarding the renewal permit and after a quick review of the 77-page document, it appears that the majority of our discharge limits were not changed.

Mr. Cimorelli reported that there were 2 force main leaks since the last meeting.

Mr. Cimorelli stated that at 167 Hooton Road, a resident had a plumber repair a private ejector pump in the basement. The plumber didn't really know anything about ejector pumps and said it was a clog and plunged a PVC force main valve box and broke the valve so that sewage flooded the yard. The resident then called in Root 24 to repair and replace broken valves.

Mr. Cimorelli continued by explaining what occurred on May 31st which resulted in several leaks to the old force main on Hartford Rd. Mr. Cimorelli reported there was an issue with one of the pumps at the Larchmont PS so it was decided to clean out the 14 x 14 wet well. During the cleaning, both of the remaining pumps became clogged so the by-pass pump was set up and inadvertently sewage was pumped through the old Hartford Road line. Sewage blew out the old capped main at several locations and raised sections of the new asphalt. These areas of pavement will be watched through the summer and winter closely as the County will determine if additional pavement work is required. The incident corrective action plan includes better identification of the bypass and isolation valves at this facility.

Underdrains – Ms. Carolan noted that there was a blockage on St. David Drive, because of so many problems with water backing up in that area, the Township asked us to turn the water off to determine if the source water a water distribution break. Customer's drinking water was turned off for a time, and the conclusion was that the backups were due to groundwater. The Township then called in a contractor to perform work on the lower level underdrains in this area.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Country Lane Water Main & Hunter's Force Main Replacement

Tonight, release of the 2-year maintenance bond is recommended for the project.

Library, Millstream and Briggs Road Pump Station Force Main Replacement

This project includes replacement of the Library Pump Station force main connection and section of force main, the Briggs Road Pump Station force main connection and the Millstream Pump Station force main connection to the main line on Union Mill Road.

We are revising the plans and specs for the combined project to incorporate Authority comments. Funding for this project will be from a proposed private borrowing, which must be approved by the Local Finance Board. The Authority anticipates appearing before the LFB on August 15, 2018; therefore, we do not anticipate advertising for bids until late August or early September after LFB approval has been received.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

This project included 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.

All field work has been completed. As-built drawings and closeout documents remain to be submitted.

Hartford Road Force Main Replacement- Phase I

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 1/2" 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 1/2" low pressure force main are both operational.

All field work has been completed. Closeout documents are being reviewed and the final payment is being prepared and expected in July.

Hartford Road WPCF Pump Station Upgrade

This project included 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; however, there has been a problem with one of the variable frequency drives, which the manufacturer claims could only be caused by over-voltage to the station. To determine if there is a voltage fluctuation problem the Authority has requested that a voltage recording meter be installed.

Atrium and Hooten Road Pump Station Upgrades

These projects have been added together due to like work and for economies of scale. Both stations will include electrical and control system upgrades. 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.

This project was 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 work has been completed and final payment is recommended.

Devonshire Pump Station Upgrade

The Authority has authorized Alaimo to prepare plans and specs for the upgrade 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 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. Advertisement and receipt of bids is scheduled for this fall.

Hartford Road WPCF Warehouse to Garage Conversion

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 was 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 plans and specs are substantially complete and have been provided to the Authority for review. This project was 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

No change in status. 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 and it is thought that the Holiday Village East Pump Station has sufficient excess capacity to handle the additional flow.

We are currently reviewing the flow and pressure data collected.

Hartford Road WPCF Orbal Aerator Repairs

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 NJ Environmental Infrastructure Trust financing and construction is scheduled for FY2020.

Well No. 4 Redevelopment and Pump Repair

No change in status. 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. The plans and specs are substantially complete and will be forwarded to the Authority for review next week. We anticipate advertising for bids in July and receiving bids and awarding the contract in August.

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 and East Park. The specs have been completed and forwarded to the Authority for review.

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. We are currently working on the plans and specs, which should be completed in a few weeks and ready for submission to the NJDEP for financing approval. This project is scheduled for construction in FY2019; however, the exact timing is dependent on NJDEP approval.

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.
- 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 Ms. Nardello, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2018-06-69 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 8:10 p.m.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

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

The meeting was re-opened at 8:14 p.m., following a motion made by Mr. Knight, and seconded by Ms. Nardello and with unanimous agreement from Mr. Knight, Mr. Francescone and Ms. Nardello.

Contracts

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-06-70 Resolution Approving Final Change Order No. 2, for the HRWPCF Pump Station Upgrade Project, MUA Contract No. 2016-14, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Knight and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-06-71 Resolution Approving Change Order No. 1, for Liberty Road, Lincoln Drive and Stuyvesant Place Water Main Replacement Project, MUA Contract No. 2017-06, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-06-72 Resolution Approving Acceptance of Liberty Road, Lincoln Drive and Stuyvesant Place Water Main Replacement Project and Initiating the Two-Year Maintenance Period, MUA Contract No. 2017-06, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Knight and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-06-73 Resolution Approving Release of the Maintenance Bond for the Country Lane Sanitary Sewer Force Main and Water Main Construction - MUA Contract No. 2014-15, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-06-74 Resolution Approving Shared Services Use of Burlington County Emergency Paving Contractor, Cardinal Contracting Company LLC, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Discussion Regarding Upcoming Bond Issues:

Mr. Wiest said he is not prepared tonight with a time line and added that Tom Hastie and/or Neil Grossman will attend the July meeting. The Resolution authorizing the Authority's application to the Local Finance Board is still recommended for approval this evening so that we can appear before the LFB this summer.

Accounting and Financial

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-06-75 Resolution Authorizing Sale of Solar Renewable Energy Credits (SREC's), with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-06-76 Resolution Authorizing Application to the Local Finance Board for the Financing of Certain Capital Projects, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Knight and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2018-06-77 Resolution to Authorize Loan Submission of Loan Applications and Other Required Documents to the New Jersey Water Bank Financing Program, with affirmative votes from Mr. Knight, Mr. Francescone and Ms. Nardello.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

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

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved Requisition #584 in the Amount of \$1,468,049.35 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Nardello and Mr. Francescone.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

No Acquisition and Construction payments this month.

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved Requisitions #4190 through #4237 in the amount of \$302,387.69 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Nardello and Mr. Francescone.

Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent

Comments:

Ms. Carolan passed out the 2017 Consumer Confidence Report which is available to view on the Authority's website.

Ms. Carolan added that on May 31st 70 students and 20 teachers/parents from Hillside Elementary 3rd grade toured the sewer plant; the teacher in charge indicated they plan to return next year as the tour tied in wonderfully with their curriculum and the students enjoyed it.

Mr. Wiest reported that the amended budget for the then current fiscal year is normally presented at June's meeting for Board approval. However, this year the State Department of Community Affairs has asked the Authority to submit for their review the amended budget forms, draft resolution and supporting documentation prior to the Authority's board taking such action. In light of this, the submittal will be sent to the state first, along with a statement that the Authority would like to pass the amending resolution at its July meeting.

Ms. Carolan commended Ms. Trumbetti for 45 years of dedicated service at the Authority, and presented her with a certificate of appreciation. Members joined in congratulations and refreshments.

Following a motion made by Mr. Knight seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 8:24 p.m.