

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

August 16, 2018

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:05 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Cheryl Coco-Capri	Chairwoman
Elwood Knight	Secretary
Geraldine Nardello	Member
Christopher Smith	Member

Also in attendance were:

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

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

Developments/New Connections

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-08-84 Resolution Amending Agreement for Fence License over Utility Easement at 19 Starboard Way (amendment to Resolution 2018-06-68), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.

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

Operations

Water System Summary

Ms. Carolan reported that there were no leaks since the last meeting and that water usage has been on the lower end.

Ms. Carolan noted that there was a problem with the sewage pump station at the Elbo Lane plant but it is back in service.

Wastewater System Summary

Ms. Carolan reported 8 pumping stations are operating out of normal parameters. The Larchmont chemical feed was fixed last week but we received an additional alarm today. We believe it's the result of condensation. It is still operating.

Ms. Carolan said that at the treatment plant there are issues with the chemistry – Biomass. The effluent looks good but the internal levels are off. We are infested with a type of larvae.

Ms. Carolan noted also there was another clog of teacup A but it has been rectified.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Library, Millstream and Briggs Road Pump Station Force Main Replacement

The replacement of the Library Pump Station force main, the Briggs Road Pump Station force main and the Millstream Pump Station force main connection to the main line on Union Mill Road have been combined into one contract for bidding purposes.

It was recently determined that this project will have to be funded through the NJ Water bank (NJWB). We are revising the plans and specs for the combined project to incorporate NJWB requirements and Authority comments. We are also preparing the Planning Document, which is the initial submission that must be made for a NJWB project. This project will be combined in one loan application with the Elbo Lane force Main Replacement project. The Elbo Lane Force Main Replacement project includes the replacement of a section of the 20" main 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.

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.

All field work has been completed and as-built drawings have been received. We anticipate recommending final payment at next month's meeting.

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, in the amount of \$2,561,111.00 was awarded to Montana Construction Corp. at the Authority's May 2017 meeting. All field work has been completed. Closeout documents are being reviewed and the final payment is being prepared.

The containment piping manufacturer and the contractor investigated the apparent containment piping leak and determined that there was no actual chemical leak. It's unclear what actually caused the leak detection alarm, but condensation as well as debris left from the pipe assembly may be a possibility. Contrary to what was stated by the contractor the leak purportedly occurred in the containment piping in the chemical injection manhole located in Hartford Road. The manufacturer reset the alarm last week and the system was working alarm free until yesterday when a similar alarm occurred. Authority personnel plan on continuing to use the chemical feed line through the weekend and investigate the cause of the alarm further next week.

Hartford Road WPCF Pump Station Upgrade

The project included the replacement of the pumps, controls and other equipment at a pump station located at the treatment plant. The contract in the amount of \$368,200.00, was awarded to TKT Construction Co., Inc. at the Authority's April 2017 meeting.

The contractor/maker replaced the variable frequency drives, which corrected the problems associated with the pumps not operating at their full capacity. Reprogramming of the station SCADA controls remains to be completed.

Atrium and Hooten Road Pump Station Upgrade

No change in status. 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. 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 upgrades of the stations.

This project was included in the first loan application for NJ Infrastructure Bank (new name for Environmental Infrastructure Trust); construction is not scheduled to start until FY2020.

Devonshire Pump Station Upgrade

This project is for an upgrade of the station which was originally constructed in 1977 as part of the Larchmont Village IV development. The station has been upgraded a few times since then; however, major work is now required to the electrical and mechanical systems to keep it 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. We recently became aware of a proposed housing project that may be constructed on Creek Road in Rancocas Woods, which based on the existing sewer infrastructure in that area would likely discharge into the Timbercrest Pump Station. We do not know if there is sufficient capacity in the Timbercrest and Devonshire Pump Stations to handle the flow from the proposed project; however, providing sewer to this project may necessitate determining how to provide sewer to the remainder of the properties on Creek Road as well as the other 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 the unsewered properties in Rancocas woods and if ultimately wastewater from Rancocas Woods may be discharged into the Devonshire Pump Station.

Since the existing electrical building will be replaced with a larger building in Mount Laurel Township Planning Board Site Plan approval will be required. We are preparing this application and intend to proceed through the approval process as soon as possible since the building size should not change regardless of the ultimate station capacity.

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 NJ Infrastructure Bank financing and construction is scheduled for FY2019. Plans and specs have been forwarded to NJDEP for review.

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 NJWB financing and construction is scheduled for FY2019. The plans and specs have been completed and forwarded to NJDEP for review.

Union Mill Farms Pump Station Flow Diversion Study

Currently the Union Mill Farms Pump Station discharges directly into the 20" 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 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.

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 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

This project includes the replacement of the generator located at 85 Elbo Lane and the installation of a new generator at 81 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 and there currently is no generator at the 81 Elbo Lane facility.

We have completed the plans and specs and forwarded them to the Authority for review.

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.

Bids were received on August 7th 2018. Of the 8 bids received Pioneer Pipe Contractors, Inc. submitted the low bid in the amount of \$265,945.00. Award is recommended.

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.

Bids were received on August 7th 2018. Two bids were received and Allied Painting, Inc. submitted the low bid in the amount of \$76,000.00. Award is recommended.

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.

The final plans and specs have been forwarded to the Authority for review. This project is scheduled for construction in FY2019; however, the exact timing is dependent on NJDEP approval.

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. Plans and specs have been prepared and forwarded to the Authority for review.

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.
- 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. Smith, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2018-08-85 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: 4 ayes, 0 nays, 0 abstentions, 1 absent

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

The meeting was re-opened at 7:49 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Smith and with unanimous agreement from Mr. Knight, Ms. Capri, Mr. Smith and Ms. Nardello.

Contracts

Following a motion made by Mr. Knight and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2018-08-86 Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Appointment for Professional Services - Underwriter, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.

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

Following a motion made by Ms. Nardello and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-08-87 Resolution Approving Award of Contract No. 2018-06 to Pioneer Pipe Contractors, Inc., following Receipt of Competitive Bids for the York Road Water Main Replacement Project for a Total Cost of \$265,945.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2018-08-88 Resolution Approving Award of Contract No. 2018-05 to Allied Painting, Inc., for the 2018 Pump Station Painting Project for a Total Cost of \$76,000.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Accounting and Financial

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved the Treasurer's Report for June 2018 and Payment Plan Status Report for July 2018, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board unanimously approved Requisition #586 in the Amount of \$864,599.99 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Requisition #4537 in the amount of \$30,171.00 from the Acquisition and Construction Account, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved Requisitions #4273 through #4319 in the amount of \$236,063.42 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Nardello, Ms. Capri and Mr. Smith.
Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent

Comments:

Ms. Carolan announced that this is the last meeting for Ms. Nardello as a board member. Each member thanked Ms. Nardello for her service and wished her the best of luck.

Mr. Wiest noted that the Local Finance Board application will be submitted next week. Also, a Notice to Bidders for Underwriter is being published tomorrow, with a bid opening on August 28th. We will be appointing an Underwriter at the September board meeting.

Mr. Wiest also noted that our 2-year chemical contract for Caustic Soda 25% expires in March. We received a letter from the vendor (Chemrite) stating they can no longer supply the chemical at the contracted price because the manufacturer is no longer honoring their pricing to Chemrite. The letter goes on to state that the contracted price of \$0.915/gal. will be increased to \$1.18/gal., effective with deliveries made on or after August 1. Chemrite's letter claims force majeure for the price increase, stating it is out of their control. The matter has been turned over to Kelly Grant and the board will be updated as things progress. Mr. Wiest said Jane Rottau had checked with other bidders and was not able to get the product for the contract price. Mr. Smith suggested to check with other towns.

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