

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

January 16, 2014

Chairperson Misselwitz called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:10 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

James Misselwitz	Chairperson
Geraldine Nardello	Vice Chairperson
Elwood Knight	Secretary
Christopher Smith	Member
John Francescone	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Brian Scott	Safety/Human Resources Director
Mark Cimorelli	Sewer Superintendent
Frank Deyhle	Sewer Maintenance Supervisor
Theresa Trumbetti	Stenographer

Chairperson Misselwitz 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 were no members of the public in attendance.

Minutes

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved the minutes of the December 19, 2013 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith. Mr. Francescone abstained from voting.

Total votes: 4 ayes, 0 nays, 1 abstention, 0 absent.

Developments/New Connections

No items for approval at this meeting.

Operations

Water System Summary

Ms. Carolan reported that year end numbers reflect the lowest water usage in the last 12 years.

Ms. Carolan handed out a chart indicating water use by source since 2002.

Wastewater System Summary

Ms. Carolan reported that on January 9th at approximately 8 a.m. one of the MUA operators noticed a leak coming up from the ground across the street from 211 Hartford Rd. The operator contacted his supervisor to investigate. Originally the leak was believed to be from a private ejector line which is connected to the MUA's 24" force main. The MUA's emergency repair contractor Henkels & McCoy was contacted, and the leak was reported to the DEP spill hotline. By the afternoon, it was confirmed that the leak was coming from our 24" force main, not the ejector line. By 5:15 pm the following day, January 10th, the repairs were complete and the DEP hotline was notified. A DEP representative was on-site at the break for the better part of the day on January 9th and 10th.

Mr. Cimorelli reviewed and re-capped the chain of events in detail.

Ms. Carolan noted that the reverse 911 system was utilized and said that it is definitely flawed.

Ms. Carolan reviewed the Preventive Measures/Preparation list with the Board and staff will meet weekly to review the follow up list; however, Ms. Carolan indicated that all procedures were followed but that we still need to review and modify them. Further evaluations are necessary to determine the most appropriate final course of action related to this repair. The current method used can be considered a long term temporary repair which could last for 20 years or more. Even though 800,000 gallons of sewage was trucked to prevent backups and spills, approximately 810,000 gallons was still released to the environment.

Ms. Carolan also noted that the MUA employees did a good job, as did the local officials and other authorities that came to our aid.

Ms. Carolan reported that one of the secondary clarifiers at the sewer plant is offline again due to torque overload.

Mr. Cimorelli added that today we learned that we did not maintain all effluent parameters during the shutdown. Repairs have been made, the tank is back in service and additional effluent monitoring is underway.

Presentation of Engineer's Status Report

Orchard Sanitary Sewer Pumping Station Electrical Modifications

Mr. Trice indicated that there is no change in status since last month. He noted that this project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system. Mr. Trice added that the Township approved the Authority's Minor Site Plan Alteration application and the Authority is reviewing the final set of plans and specifications.

Orchard Sanitary Sewer Pumping Station Site Work

Mr. Trice indicated that there is no change in status since last month. He reported that this project includes the installation of storm drainage structures, paving and new fencing. Mr. Trice added that the Township has approved the Authority's Minor Site Plan Alteration application, his office has forwarded plans to the Authority for review and that the Authority has temporarily put this project on hold pending budget reviews.

Hartford Road WPCF – UV Disinfection Equipment

Mr. Trice reported that this project includes the installation of new UV disinfection equipment in a spare effluent channel that was provided when the facility was constructed in 1995-1996.

Mr. Trice added the contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority's November 21, 2013 meeting. The preconstruction meeting was held on December 11th.

Only limited construction work will take place until the UV equipment is delivered in four to five months.

Holiday Village East Pumping Station Improvements

Mr. Trice reported that the Project includes the replacement and relocation of electrical equipment.

Mr. Trice noted that the contract was awarded to B&H Contracting, Inc., the low bidder in the amount of \$165,890.00 at the Authority's September 2013 meeting. The new variable frequency pump drive will be delivered January 15th. At that time the contractor will return to the site to complete the remainder of the contract work.

West Berwin Way Water Main Replacement

Mr. Trice reported that this project includes the replacement of approximately 700 feet of 10" water main on Berwin Way, which is off of North Lake Drive in Holiday Village. Mr. Trice noted that the contract was awarded to South State, Inc., the low bidder in the amount of \$219,988.45 at the Authority's September 2013 meeting. The contractor has completed installation of the water main and reconnection of all water services. Roadway restoration work remains to be completed.

81 Elbo Lane Building Modifications

Mr. Trice said that architectural drawings for construction of ADA compliant bathrooms were provided to the Authority for use in obtaining a building permit. Site plan approval has been obtained from the Township's Minor Site Plan Alteration Committee.

Hooten Road Water Main Replacement

Mr. Trice reported that 3 bids were received on January 10th for this project. Mac-Rose Contractors, Inc., submitted the low bid in the amount of \$54,592.00. Award is recommended to Mac-Rose Contractors, Inc.

Well No. 6 VFD Installation

Mr. Trice reported that due to ongoing problems with the existing reduced voltage motor starter associated with the well pump, his firm is preparing plans and specifications for its replacement with a variable frequency drive motor starter. The contract will also include the installation of a new flow meter. He added that this project has been advertised for bids, which are scheduled to be received on February 13th.

85 Elbo Lane and Fostertown Tank Electrical Upgrades

Mr. Trice reported that there is no change in status for this project. He added that this project includes the replacement of electrical equipment that was installed in the early 1970's at the old Elbo Lane Water Treatment Plant, and supplying an emergency power supply for the Fostertown Road storage tank. The plans and specifications are substantially complete and will be forwarded to the Authority for review.

Closed Session

A motion was made by Mr. Knight, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2014-01-01 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:03 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:33 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Smith and with unanimous agreement from Mr. Misselwitz, Mr. Smith, Ms. Nardello, Mr. Francescone and Mr. Knight.

Contracts

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2014-01-02 Resolution Authorizing the Award of a Contract with Sun Life Financial Company to provide Dental Insurance Coverage Effective February 1, 2014, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Mr. Misselwitz.

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. 2014-01-03 Resolution Authorizing the Award of a Contract with Dearborn National LTD Firm to provide Life, Accidental Death and Disability & Long Term Disability Insurance Coverage Effective February 1, 2014, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Mr. Misselwitz.
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 Resolution No. 2014-01-04 Resolution Approving Release of Maintenance Bond for Painting Sanitary Sewer Pumping Stations Project – MUA Contract No. 2010-08, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Mr. Misselwitz.
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. 2014-01-05 Resolution Approving Award of Contract No, 2013-19 for Hooten Road Water Main Replacement to Mac-Rose Contractors, Inc. in the amount of \$54,592.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello, Mr. Francescone and Mr. Misselwitz.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent.

Accounting and Financial

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved the Treasurer's Report for November 2013 and Payment Plan Status for January 2014, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Misselwitz, Mr. Francescone and Mr. Smith.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board approved Requisition #531 in the amount of \$408,219.99 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello, Mr. Francescone 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 approved Requisition #4210 through #4219 in the amount of \$13,316.94 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello, Mr. Francescone 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 approved Requisition #2495 through #2511 in the amount of \$241,883.51 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello, Mr. Francescone and Mr. Smith.
Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Ms. Carolan noted that the MUA attended at the Ramblewood town watch meeting on January 17, 2014 due to period damage sustained at the solar site.

Mr. Scott noted that he is continuing to investigate cyber insurance coverage.

Mr. Misselwitz congratulated the staff on the good job done during the force main break.

Following a motion made by Mr. Smith, seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 7:47 p.m.