

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

February 7, 2013

Chairperson Misselwitz called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:03 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	Member
Christopher Smith	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	HR & Safety Director
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.

Closed Session

A motion was made by Ms. Nardello seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2013-02-05, to close the meeting to discuss Reorganization which is exempt from open meetings under the Sunshine Law, at 6:04 p.m.

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

Reorganization – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 6:45 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Smith and with unanimous agreement from Mr. Misselwitz, Ms. Nardello, Mr. Smith and Mr. Knight.

Annual Appointments

Mr. Knight nominated Mr. Misselwitz for the position of Chairman of the Mt. Laurel Township Municipal Utilities Authority, and Ms. Nardello seconded same. The motion carried with unanimous votes from

Mr. Misselwitz, Ms. Nardello, Mr. Knight and Mr. Smith.

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

Mr. Misselwitz nominated Ms. Nardello for the position of Vice Chairperson of the Mt. Laurel Township Municipal Utilities Authority, and Mr. Knight seconded same. The motion carried with unanimous votes from

Mr. Misselwitz, Ms. Nardello, Mr. Knight and Mr. Smith.

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

Ms. Nardello nominated Mr. Knight for the position of Secretary of the Mt. Laurel Township Municipal Utilities Authority, and Mr. Smith seconded same. The motion carried with unanimous votes from Mr. Misselwitz, Ms. Nardello, Mr. Knight and Mr. Smith.

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

Public Comment

There were no members of the public in attendance.

Minutes

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved the minutes of the January 17, 2013 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz and Ms. Nardello.

Mr. Smith abstained from voting.

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

Annual Appointments

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-06 Resolution Establishing Regular Meetings of the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-07 Resolution Designating the Official Newspaper of the Mount Laurel Township Municipal Utilities Authority (Burlington County Times), with affirmative votes from Mr. Knight, Mr. Smith,

Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-08 Resolution Designating Depositories and Signatories for the Cash Management Plan, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-09 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (Sun National Bank), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Resolution

No. 2013-02-10 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (Wells Fargo Bank), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-11 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (TD Bank), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-12 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (Citizens Bank), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-13 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (New Jersey Cash Management Fund), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-14 Resolution Authorizing the Appointment of Solicitor for the Mount Laurel Township Municipal Utilities Authority (Capehart Scatchard, PA), with affirmative votes from Mr. Knight, Mr. Smith,

Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-15 Resolution Authorizing the Appointment of Labor Counsel for the Mount Laurel Township Municipal Utilities Authority (Capehart Scatchard, PA), with affirmative votes from Mr. Knight, Mr. Smith,

Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-16 Resolution Authorizing the Appointment of Bond Counsel for the Mount Laurel Township Municipal Utilities Authority (Capehart Scatchard, PA), with affirmative votes from Mr. Knight, Mr. Smith,

Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-17 Resolution Authorizing the Appointment of Special Counsel Services for the Mount Laurel Township Municipal Utilities Authority (Saul Ewing, LLP), with affirmative votes from Mr. Knight, Mr. Smith,

Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-18 Resolution Authorizing the Appointment of Special Counsel Services for the Mount Laurel Township Municipal Utilities Authority - NJAWC (Fornaro Francioso, LLC), with affirmative votes from

Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-19 Resolution Authorizing the Appointment of Consulting Engineer for the Mount Laurel Township Municipal Utilities Authority (Richard A. Alaimo Associates/Alaimo Group), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-20 Resolution Authorizing the Appointment of Governmental Accountant/Auditor for the Mount Laurel Township Municipal Utilities Authority (Bowman and Company, LLP), with affirmative votes from

Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-21 Resolution Authorizing the Appointment of Financial Advisor for the Mount Laurel Township Municipal Utilities Authority (Goldman, Beale Associates), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-22 Resolution Authorizing the Appointment of Certified Laboratory Service Consultant for the Mount Laurel Township Municipal Utilities Authority (QC Laboratory), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-23 Resolution Authorizing the Appointment of Public Hearing Officer for the Mount Laurel Township Municipal Utilities Authority (Parker & McCay PA), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-24 Resolution Authorizing the Appointment of Human Resources Trainer for the Mount Laurel Township Municipal Utilities Authority (Parker & McCay PA), with affirmative votes from Mr. Knight,

Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution

No. 2013-02-25 Resolution Authorizing the Appointment of Human Resources Trainer for the Mount Laurel Township Municipal Utilities Authority (Priority Management Associates), with affirmative votes from

Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-26 Resolution Authorizing the Appointment of Conflict/Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (Environmental Resolutions, Inc.), with affirmative votes from

Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-27 Resolution Authorizing the Appointment of Conflict/Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (T & M Associates), with affirmative votes from Mr. Knight,

Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-28 Resolution Authorizing the Appointment of Hydrology Engineer for the Mount Laurel Township Municipal Utilities Authority (CH2M Hill Engineers, Inc.), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-29 Resolution Authorizing the Appointment of Commissioning Agent for the Mount Laurel Township Municipal Utilities Authority (Greyhawk), with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-30 Resolution Authorizing the Qualifications of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (Certified Health and Safety, LLC), with affirmative votes from Mr. Knight,

Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-31 Resolution Authorizing the Appointment of Occupational Medical Provider for the Mount Laurel Township Municipal Utilities Authority (Virtua at Work), with affirmative votes from Mr. Knight,

Mr. Smith, Ms. Nardello and Mr. Misselwitz.

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

Developments/New Connections

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved Resolution

No. 2013-02-32 Resolution Approving release of Sanitary Sewer Performance Bond for Luther Shrader Project, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.
Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Resolution No. 2013-02-33 Resolution Authorizing the release of Maintenance Bonds for Rogers Walk, Phase I and Clubhouse Projects, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.
Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Operations

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-02-34 Resolution Approving Renewal of Mount Laurel MUA 2013 Water Conservation Guidelines, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Misselwitz.
Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Water System Summary

Ms. Carolan reported that to date, 2013 water use has been similar to 2012. The NJAW interconnect is on and we are using Willingboro as needed. Evesham usage is normal.

Ms. Carolan said there was a one year inspection for the tank painting at Elbo Lane for the clarifier, and it was in good shape.

Ms. Carolan said there are new Federal rules that went into effect in January which will change our sampling protocol for the water system. It will cause an annual increase in lab expense of \$3,900/yr.

Ms. Carolan reported that we've experienced 12 water main breaks since our last meeting on January 17th.

Ms. Carolan noted that NJAW had a water main leak on Springdale Road which was repaired on 1/23/13; they gave us a credit of \$1,300 for cooperating by backfeeding their system with water during the multiple repair attempts.

Wastewater System Summary

Ms. Carolan reported that there are ten pumping stations not operating within standard parameters and are being rectified. Regarding the wastewater treatment plant, Ms. Carolan said that last Friday we received the revised NJPDES permit – we have been operating on an expired permit for over a year. There are no new discharge limits, but there are sampling changes, some of which were reduced and some increased. The changes will only result in a net budgetary increase of \$1K and the permit expires in 2018.

Ms. Carolan noted that there was an operational problem the STP this afternoon and we are not completely at the bottom of it yet – there is a problem with the RTU motor control center and the SCADA resulting in some non-functioning equipment. Ms. Carolan said we are still meeting discharge limits.

Presentation of Engineer's Status Report

Indigo Drive Water Main Replacement

Mr. Trice noted that the contract amount of \$284,573.20 was awarded to Pioneer Pipe Contractors. Contract closeout items remain to be completed.

Well No. 4 Pump Rehabilitation and Piping Modifications

Mr. Trice reported that this project includes replacement of the well pump, redevelopment of the well, piping modifications, installation of a new flow meter, new electrical control equipment and SCADA system modifications.

Contractor has been working on new partition wall, electrical work, piping and redevelopment of well.

Contract requires well to be operational by April 8 and final contract completion by May 1, 2013.

Orchard Pumping Station Electrical Modifications

Mr. Trice noted that this project includes the replacement of electrical supply, pump motors and pump control equipment. In addition, the existing roof and roof support system must be replaced. Design work is underway. Anticipated advertisement date is February/March 2013.

Orchard Sanitary Sewer Pumping Station Site Work

Mr. Trice reported that a pre-design meeting was held to discuss this proposed project that will include the installation of storm drainage structures, paving and new fencing.

The project schedule indicates a late spring 2013 bid receipt/award date. This would allow the electrical modification contract work to be substantially complete before the site work contract is started.

Preliminary design work has started.

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. After the new equipment is operational the existing UV equipment will be taken out of service for rehabilitation. Project schedule is to complete design in early 2013 and bid the project so that construction can begin in July 2013 (FY14), when monies have been budgeted for construction.

Alaimo prepared a capital and operational and maintenance cost analysis comparing two different UV disinfection systems. Authority personnel reviewed the cost analysis and visited a treatment plant where the alternate UV system being evaluated is installed.

Based on the Authority's and Alaimo's evaluation of the alternate UV system, a decision was made to base the design on the alternate UV system.

Incorporation of the alternate UV equipment design could result in an estimated construction cost savings of \$200,000 and an annual O & M cost savings of \$46,000

Miscellaneous Painting – Pumping Stations and Water Treatment Plant

Mr. Trice reported that this project includes the painting of four wastewater pumping stations, the recycle tanks and filter room ceiling at the Elbo Lane WTP.

Preliminary contract documents have been completed.

Closed Session II

A motion was made by Mr. Smith seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2013-02-35, to close the meeting to discuss Collective Bargaining, Regulatory Matters, Litigation, Potential Litigation, and Personnel Matters which are exempt from open meetings under the Sunshine Law, at 7:16 p.m.

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

Collective Bargaining, Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:32 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Knight and with unanimous agreement from Mr. Misselwitz, Ms. Nardello, Mr. Smith and Mr. Knight.

Accounting and Financial

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board approved the Treasurer's Report for December 2012 and Payment Plan Status for January 2013, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Smith and Ms. Nardello.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board approved Requisition #520 in the amount of \$578,400.26 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight,

Mr. Misselwitz, Mr. Smith and Ms. Nardello.

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

There are no Acquisition & Construction bills this month for approval.

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Requisition #2221 through #2235 in the amount of \$199,725.83 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Smith and Ms. Nardello.

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

Comments:

Mr. Misselwitz welcomed Mr. Smith to the Board.

Ms. Carolan noted that a new law was passed in February regarding the list of items that are required to be on Authority websites. The Authority's website is in compliance with the law.

Mr. Wiest reported that regarding the Disabled Vet discount program, Terry Paglione, Township Assessor, sent a letter out to residents currently holding exempt status from real estate taxes, requiring they confirm their continued eligibility. Our intention is to target the March bills to begin giving the 50% sewer discounts.

Mr. Wiest also reported that the new rates are effective with the February bills. This is the last of the approved rate increases.

Following a motion made by Mr. Knight, seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 7:45 p.m.