

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

April 17, 2014

Vice Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:05 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Vice Chairman
Elwood Knight	Secretary
James Misselwitz	Member
John Francescone	Member

Also in attendance were:

Anthony Drollas	Solicitor
David Wiest	Finance Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

Vice Chairman Smith 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. Misselwitz, and seconded by Mr. Knight, the Board approved the minutes of the March 20, 2014 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz and Mr. Smith. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent.

**Developments/New Connections**

Following a motion made by Mr. Knight, and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-04-51 Resolution Approving Reduction of Water Distribution and Sanitary Sewer Performance Bonds for Laurel Green Phase I Project, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Misselwitz.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-04-52 Resolution Approving Reduction of Water Distribution and Sanitary Sewer Performance Bonds for Walgreen’s Pharmacy Project, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Misselwitz.

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

**Operations**

Water System Summary

Mr. Adler noted that we are experiencing average water use and there is 255 MG stored in the ASR. Also, Elbo Lane Plant is on line and we are taking 2.6 MGD from Willingboro.

Wastewater System Summary

Mr. Adler reported that there are 3 pumping stations operating out of normal parameters and added that we have experienced high flows at the Hunters pumping station, which at times exceeds our pumping capacity. As a temporary solution, we are trucking sewage from this station as required while we investigate possible causes and remedial action. At the present time it appears that it is partially the result of a high water table, sump pump discharges from adjacent properties and possible reduction in the flow capacity of the force main. After the conclusion of our investigation we will be looking to resolve the inflow/infiltration problem and generally rehabilitate the station and force main.

**Presentation of Engineer's Status Report**Orchard Sanitary Sewer Pumping Station Electrical Modifications

This project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system. Eight bids were received on April 15<sup>th</sup>. Eagle Construction Services, Inc. submitted the low bid in the amount of \$306,415.00. Award is recommended.

Orchard Sanitary Sewer Pumping Station Site Work

No change in status. 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

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. A contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority's November 21<sup>st</sup> meeting. The preconstruction meeting was held on December 11<sup>th</sup>. The contractor has been forming the new walls and pouring concrete in the new UV equipment channel. Electrical conduit and wiring is also being run to the new equipment.

Holiday Village East Pumping Station Improvements

The Project includes the replacement and relocation of electrical equipment. The contract was awarded to B&H Contracting, Inc., the low bidder in the amount of \$165,890.00 at the Authority's September meeting. The new variable frequency drives and associated electrical equipment have been installed and started up. Installation of the FRP door is the last item remaining to be completed.

West Berwin Way Water Main Replacement

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. The contract was awarded to South State, Inc., in the amount of \$219,988.45 at the Authority's September meeting. The contractor has completed installation of the water main, reconnection of all water services and temporary roadway restoration. The contractor is scheduled to complete the final paving the last week in April.

81 Elbo Lane Building Modifications

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. Authorization to prepare plans and specifications for bidding of the site work improvements was received on March 18<sup>th</sup>. The project schedule is to advertise in May and receive bids and

award the project at the June 19<sup>th</sup> meeting. Plans and specs are complete and have been forwarded to the Authority for review.

Hooten Road Water Main Replacement

The contract in the amount of \$54,592.00 was awarded to Mac-Rose Contractors, Inc. at the Authority's January meeting. The preconstruction meeting was held and notice to proceed issued on January 28.

The contractor has completed installation of the new water main. Restoration work remains to be completed.

Well No. 6 VFD Installation

A contract in the amount of \$83,250.00 was awarded to Municipal Maintenance at the Authority's February 20<sup>th</sup> meeting. The contractor has started demolition work and installation of the new flow metering manhole.

85 Elbo Lane and Fostertown Tank Electrical Upgrades

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. Substantially complete copies of the plans and specs were provided to the Authority for review. For budgetary reasons, the Authority directed Alaimo's office to stop work on this project on March 10<sup>th</sup>.

Elbo Lane WTP Clarifier Improvements

This project includes installation of ventilation equipment in the clarifiers, replacement of sludge control valves, guide rails and pump retrieval systems, and installation of local on/off pushbutton controls. The project is scheduled to be advertised in the fall. Construction work will start in late 2014 when it will not affect plant operations. Design work is underway.

Liberty Road Water Main Replacement

Mr. Trice reported that authorization to prepare plans and specs for the replacement of approximately 640 l.f. of 8" water main was received on March 10<sup>th</sup>. The project is scheduled to be advertised in June and awarded at the July meeting. Design work is underway.

**Closed Session**

A motion was made by Mr. Misselwitz, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2014-04-53 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:20 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 6:25 p.m., following a motion made by Mr. Knight, and seconded by Mr. Misselwitz and with unanimous agreement from Mr. Misselwitz, Mr. Smith and Mr. Knight.

Mr. Francescone arrived at this time.

**Contracts**

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-04-54 Resolution Approving Shared Services Agreement with Mount Laurel Township to Provide Lawn Maintenance Services for Mount Laurel MUA, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-04-55 Resolution Approving Change Order No. 1 in the Amount of \$6,530.00 to Contract

No. 2013-17 for Well No. 6 Variable Frequency Drive Installation Project Resulting in an Adjusted Contract Amount of \$89,780.00, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-04-56 Resolution Approving Change Order No. 1 in the Amount of \$2,572.41 to Contract No. 2013-05 for Hartford Road WPCF Ultraviolet Disinfection Equipment Improvements Project Resulting in an Adjusted Contract Amount of \$667,472.41, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-04-57 Resolution Approving Change Order No. 2 in the Amount of \$7,747.43 to Contract No. 2013-06 for Holiday Village East Pump Station Project Resulting in an Adjusted Contract Amount of \$178,697.43, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-04-58 Resolution Approving Change Order No. 1 in the Amount of \$6,772.00 to Contract No. 2013-19 for Hooten Road Water Main Replacement Project Resulting in an Adjusted Contract Amount of \$61,364.00, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-04-59 Resolution Approving Award of Contract No. 2012-15 for Orchard Pump Station Improvements to Eagle Construction Services in the Amount of \$306,415.00, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

### **Accounting and Financial**

#### Discussion of Authority Water & Sewer Budgets for Fiscal Year 2015

Mr. Wiest noted the only significant item that was not shown in the budget packages previously sent to the members is the payment to the Township in the amount of \$498,892. Mr. Wiest passed out copies of the budget that included the SS-9 form and remarked that the appropriation to the township was reasonable.

Mr. Wiest reviewed the line item amounts that varied significantly from 2014 to 2015. Mr. Francescone asked about the drop in debt service and Mr. Wiest replied this was due to three bond issues that ended from one fiscal year to the other. Mr. Francescone asked if any new debt had been issued and Mr. Wiest replied there had not been. Regarding the payment to the Township, Mr. Misselwitz said he feels the MUA outperforms the Township and does a very good job of managing their business and finances. Mr. Misselwitz said he feels the Township should do more to trim costs and is using the MUA as a crutch and the MUA is enabling them to avoid raising property taxes. Mr. Francescone said he disagrees and has seen the township make the cost cutting moves they are able to. He feels it is his and the Board's responsibility to analyze all resources to determine the best way to use them. He believes the MUA is performing well and can justify making a payment to the township even though its water rates are below market. Mr. Misselwitz noted that the MUA's rates place it in the middle range of the surrounding entities polled each year.

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-04-60 Resolution Endorsing Modification of Renewal and Replacement Reserve Fund, with affirmative votes from Mr. Knight, Mr. Smith, Mr. Francescone and Mr. Misselwitz.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board approved Resolution No. 2014-04-61 Resolution Approving Authority Budget for Water Service and Facilities for Fiscal Year 2015 from July 1, 2014 to June 30, 2015, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

Mr. Misselwitz voted no.

Total votes: 3 ayes, 1 nay, 0 abstentions, 1 absent.

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board approved Resolution No. 2014-04-62 Resolution Approving Authority Budget for Sewer Service and Facilities for Fiscal Year 2015 from July 1, 2014 to June 30, 2015, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

Mr. Misselwitz voted no.

Total votes: 3 ayes, 1 nay, 0 abstentions, 1 absent.

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board approved the Treasurer's Report for February 2014 and Payment Plan Status for March 2014, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board approved Requisition #534 in the amount of \$647,581.52 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board approved Requisition #4243 through #4260 in the amount of \$11,624.89 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board approved Requisition #2544 through #2566 in the amount of \$147,626.85 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Francescone and Mr. Smith.

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

**Comments:**

Mr. Wiest thanked everyone involved for their work on the budget including Mr. Trice, Mr. Adler, Jane and Wendy in the office.

Mr. Wiest said the issues with the ebills have been resolved and it will go official with the May bill.

Mr. Adler noted that Entech has identified the lot that the pipe liner came from and they will re-line the pipe at Ramblewood.

Following a motion made by Mr. Knight, seconded by Mr. Misselwitz, and with unanimous agreement from the members, the meeting was adjourned at 7:09 p.m.