

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

May 23, 2013

Chairperson Misselwitz called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:07 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
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 Ms. Nardello, and seconded by Mr. Knight, the Board approved the minutes of the April 18, 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.

Developments/New Connections

Following a motion made by Mr. Smith, and seconded by Ms. Nardello, the Board approved Resolution 2013-05-53 Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for the Residence Inn Hotel Expansion Project, with affirmative votes from Mr. Knight, Mr. Misselwitz, Mr. Smith and Ms. Nardello.

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

Operations

Water System Summary

Ms. Carolan reported that May use was lower than this time last year. NJAWC is off and Willingboro is at minimum use, the ASR is off and all our production wells are operable. In addition, Evesham is at typical usage.

Ms. Carolan noted that on 5/14, we had a positive coliform sample at a Larchmont sample location; our water suppliers were notified and the resampling results were acceptable. No further action is necessary.

Wastewater System Summary

Ms. Carolan reported that there are 6 pumping stations currently operating outside of normal parameters.

Ms. Carolan also noted that grinder C had to be removed from the sewer plant due to mechanical problems, and the remaining two are running fine.

Ms. Carolan also reported a problem with one of the secondary clarifiers – temporary repairs were made and replacement parts have been ordered.

Ms. Carolan noted that next week, we will be switching teacup operations at the plant.

Ms. Carolan said that in addition, on 5/1 DEP performed a plant inspection and took grab samples of plant effluent and all results were fine.

Presentation of Engineer's Status Report

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.

The well is operational. Punch list items remain to be completed.

Over the last month there have been problems associated with the SCADA controls for Well 4. EMERSON Process Management has been on-site numerous times trying to correct the problems. At the current time the controls are functioning.

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. The scheduled advertisement date has been delayed due to design issues related to the proposed variable frequency drives for the pumps.

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.

Preliminary design work has started. The project schedule has been delayed and the anticipated advertisement date is July 2013.

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. 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 is being evaluated is installed. 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.

Detailed design information has been received from the manufacturer and preparation of plans and specifications incorporating the alternate UV equipment design is underway. The scheduled advertisement date is mid-June.

Miscellaneous Corrosion Protection 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.

The contract was awarded to JP Smith Contractors, Inc. in the amount of \$67,610.00. Work has started on the recycle tanks at the Elbo Lane WTP.

Closed Session

A motion was made by Mr. Smith seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2013-05-54 to close the meeting to discuss Collective Bargaining, Acquisition/Disposal of Real Property matters which are exempt from open meetings under the Sunshine Law, at 6:20 p.m.

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

Collective Bargaining, Acquisition/Disposal of Real Property – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:00 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.

Contracts

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board decided to table Resolution No. 2013-05-55 Resolution Authorizing Entry into a Shared Services Agreement with Mount Laurel Township to Provide Lawn Maintenance Services to Mount Laurel MUA with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith 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. 2013-05-56 Resolution Approving Sale of Authority Surplus Equipment through Internet Based Vendor on Online Auction, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Misselwitz.

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

Following a motion made by Ms. Nardello, and seconded by Mr. Smith, the Board approved Resolution No. 2013-05-57 Resolution Approving Change Order No. 1 in the amount of \$12,990.00 to Contract No. 2012-16 for Maintenance Painting – Various Structures Resulting in an Adjusted Total Contract Amount of \$80,600.00, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved Resolution No. 2013-05-58 Resolution Approving Change Order No. 1 in the amount of \$22,640.00 to Contract No. 2013-01 for Sanitary Sewer Rehabilitation Project Resulting in an Adjusted Contract Amount of \$140,484.00, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith 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. 2013-05-59 Resolution Approving Award of Contract for Fiber Connectivity of Mount Laurel MUA Sites to Line Systems Incorporated Not to Exceed \$6,420.00 per month, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved Resolution No. 2013-05-60 Resolution Approving Award of Contract No. 2013-03 for Sludge Hauling Services to American Disposal Services in the amount of \$154.50 per Load/Year One, \$159.50 per Load/Year Two and \$164.50 per Load/Year Three, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Misselwitz.

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

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board decided not to approve Resolution No. 2013-05-61 Authorizing the Award of Professional Services Contract to Max Spann Real Estate & Auctions Co., Inc. to Provide Real Estate Brokerage Services for Mount Laurel MUA, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Smith and Mr. Misselwitz.

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

Accounting and Financial

Following a motion made by Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-05-62 Resolution Adopting Authority Budget for Water Service and Facilities for Fiscal Year From July 1, 2013 to June 30, 2014, 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 Ms. Nardello, and seconded by Mr. Knight, the Board approved Resolution No. 2013-05-63 Resolution Adopting Authority Budget for Sewer Service and Facilities for Fiscal Year From July 1, 2013 to June 30, 2014, 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 the Treasurer's Report for March 2013 and Payment Plan Status for April 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 Ms. Nardello, the Board approved Requisition #523 in the amount of \$1,094,718.13 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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved Requisition #4170 and #4171 in the amount of 7,877.40 from the Acquisition and Construction List, 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 Ms. Nardello, the Board approved Requisition #2295 through #2324 in the amount of \$195,088.24 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:

Ms. Carolan said she received notice that the Laurel Creek pumping station was up for tax sale and noted that we paid the \$49 that was owed; tax exempt status going forward must still be resolved.

Ms. Carolan noted that in September of 2011 we entered into an apprentice program with the State of NJ to hire someone to eventually become a water system licensed operator. The State permitted us to enter the program

using an existing employee; the employee attended school, passed a licensing exam and earned a W-2 water operator license - the program was successful and we received reimbursement from the State for \$35K. Mr. Wiest noted that we received a payment in the amount of \$96K from the Township for underdrain work reimbursement.

Mr. Adler provided an update regarding the Hilton Garden Inn water connection, explaining that they may need another time extension. The Board advised Mr. Drollas to contact their attorney. Mr. Adler explained the grease trap situation with restaurants in the Township and that they are being inspected annually by the MUA and those establishments not in compliance are being addressed.

Following a motion made by Ms. Nardello, seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 7:40 p.m.