

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

July 18, 2013

Chairperson Misselwitz called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:08 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

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.

**Public Comment**

There were no members of the public in attendance.

**Minutes**

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board approved the minutes of the June 20, 2013 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Misselwitz and Mr. Smith.

Ms. Nardello abstained from voting.

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

**Operations**

**Presentation Regarding Energy Procurement by Thom Dickinson from L5E.LLC (“5”)**

Mr. Wiest explained that our third party energy contract is finished in October and added that energy advisory companies have been in touch to offer to provide experts in structuring contracts for clients that make sense.

Mr. Wiest further explained that Thom initially contacted the Authority five years ago to launch the program to utilize third party contracts and actually helped the Authority secure its first contract.

In addition, Mr. Wiest said, energy is the third largest line item in the Authority’s budget with over \$1 million being spent on electric. That being said, Mr. Wiest added that, it is good business practice to have an advocate in this arena and he recommends appointing Thom Dickinson to act on behalf of the Authority.

Mr. Dickinson provided the Board members with a detailed outline of what he will offer to provide to the Authority in the way of services to implement a third party contract for energy procurement.

Mr. Misselwitz questioned the fee involved.

Mr. Dickinson explained that the fee is based on mils per kilowatt hour and it is built into the energy bill – the supplier pays him.

Water System Summary

Ms. Carolan reported that water use for year to date is low and noted that all facilities are operational.

Ms. Carolan noted there was a water main break on Camber Lane, not the first there, but severe, a spot repair was made, then an entire section of main was replaced at a cost of \$30 – \$35K.

Wastewater System Summary

Ms. Carolan reported that there are 4 pumping stations currently operating outside of normal parameters.

In addition, Ms. Carolan noted that the grit removal system was repaired; however, there is still an issue with the UV system – it will be replaced the next year and the old system will be rehabilitated and used for back up.

Ms. Carolan added that regarding 329 Mt. Laurel Road, where the sewer ejector system had previously broke, is an ongoing problem – on 7/15 that customer’s sewer service broke again on their side of the valve and the sewage went onto their property and it was the homeowner’s responsibility to make the repair.

**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 following items remain to be completed:

Two doors installed by the contractor are defective and must be fixed or replaced.

Furnish spare flow meter power supply and two SCADA radios requested by Authority by change order.

Orchard Sanitary Sewer Pumping Station Electrical Modifications

Mr. Trice noted that this project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system.

Authority and Alaimo personnel are completing a final review of the plans and specifications.

The Township has approved the Authority’s Minor Site Plan Alteration application.

Orchard Sanitary Sewer Pumping Station Site Work

Mr. Trice reported that this project includes the installation of storm drainage structures, paving and new fencing.

The Township has approved the Authority’s Minor Site Plan Alteration application.

Mr. Trice’s office is in the process of finalizing the contract documents and have forwarded plans to the Authority for review.

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.

Final revisions are being completed on the plans and specifications.

The Treatment Works Approval application is still under review by NJDEP.

The Authority has submitted plans to the Township requesting a site plan waiver.

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.

The contract was awarded to JP Smith Contractors, Inc. in the amount of \$67,610.00.

The contractor has completed all contract requirements. Approval of final payment and release of the performance bond is recommended.

Holiday Village East Pumping Station Improvements

Mr. Trice reported that the Project includes the replacement and relocation of electrical equipment. Plans and specifications are being reviewed by Authority and Alaimo personnel. No response has been received on the Authority's Site Plan Waiver application.

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. Estimated construction cost is approximately \$250K. Preliminary plans and specifications have been forwarded to the Authority for review.

Closed Session

A motion was made by Ms. Nardello, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2013-07-69 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:58 p.m.  
Total votes: 4 ayes, 0 nays, 0 abstentions, 0 absent

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:03 p.m., following a motion made by Mr. Knight, and seconded by Ms. Nardello and with unanimous agreement from Mr. Misselwitz, Mr. Smith, Ms. Nardello and Mr. Knight.

Contracts

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2013-07-70 Resolution Approving Change Order No. 2 for a Credit Amount of \$10,595.14 to Contract No. 2012-11, Well #4 Pump Rehabilitation, Piping and Building Modifications Resulting in an Adjusted Total Contract Amount of \$344,685.32, 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 unanimously approved Resolution No. 2013-07-71 Resolution Approving Change Order No. 2 for a Credit Amount of \$14,858.00 to Contract No. 2013-01, Sanitary Sewer Rehabilitation Project Resulting in an Adjusted Total Contract Amount of \$125,626.00, 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 unanimously approved Resolution No. 2013-07-72 Resolution Approving Acceptance of the Maintenance Painting – Various Sites Project, Contract No. 2012-16, and initiating the Two-Year Maintenance Period, 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 unanimously approved Resolution No. 2013-07-73 Resolution Authorizing the Retention of L5E, LLC ("5") to Provide No Direct Cost Energy Procurement Advisory Services to the Mount Laurel 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.

**Accounting and Financial**

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

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 Requisition #525 in the amount of \$249,482.99 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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 #4180 through #4185 in the amount of 36,303.20 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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 #2363 through #2392 in the amount of \$293,874.04 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Smith.

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

**Comments:**

Ms. Carolan noted that equipment was auctioned on 7/2/13 – 2 pick up trucks and a production printer.

Mr. Wiest noted that next month the accounts payable vouchers will be higher than normal due to a \$250K quarterly charge from Willingboro.

Following a motion made by Mr. Smith, seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 7:20 p.m.