

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

January 15, 2015

Vice Chairman Smith 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:

Christopher Smith	Vice Chairman
Elwood Knight	Secretary
John Francescone	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Brian Scott	Safety/Human Resources 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

Jay Hipple Jr. (Realtor) attended representing tenant Nina Ramalingam (Tenant) for a commercial space at 3111 Route 38, Larchmont Commons Shopping Center, where the tenant is opening a salon.

Mr. Hipple said that he sent a request for information but has not received a response yet – the salon tenant will be installing four sinks and is being charged \$9,162K in connection fees, which she is hoping to get reduced.

Mr. Hipple has not received a response to his inquiries to have the connection fee reduced and he also has an issue with the size of the required observation riser. Presently, there is a 4” clean out and the requirement for a 6” observation riser is expensive.

Mr. Hipple said he looked on line at the MUA’s website for codes; however, he could not get an answer there.

Mr. Hipple also added that the prior tenant use was food preparation, no cooking and they were required to install new drains; however, he couldn’t get that verified through the MUA.

Ms. Carolan explained that she and Mr. Adler are gathering information and have narrowed down the issues to the additional connection fees, sampling port and backflow preventer.

Ms. Carolan said that part of the confusion has been that this property has been filed under two different addresses, 3111 and 3117. The current address is 3111 however Mr Hipple requested information regarding the 3117 address. All information stored in both files is now being collected.

In relation to the connection fee issue, Ms. Carolan noted that when connection fees are paid, the amount of flow connected with it remains with the unit and added that she has to look further into the connection fee that was originally paid. After Ms. Carolan and Mr. Adler gather all the information, a recommendation and decision will be made.

Minutes

Approval of December 18, 2014 minutes was tabled.

Developments/New Connections

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-01-01 Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for Centerton Square Retail Center (Out Parcel #6) Project, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-01-02 Resolution Approving Release of Water Distribution and Sanitary Sewer Performance Bonds for Dunkin Donuts (3330 Route 38) Project, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Operations**Water System Summary**

Ms. Carolan reported that there have been 5 main breaks since the last meeting.

Ms. Carolan referred to a water data chart that was prepared which shows water trends of annual water delivered to customers over the last 20 years.

Ms. Carolan summarized use and sources for 2014; she noted that we did not use all of our own water allocation (113 MG) and also left water unused in the ASR (55MG) in order to satisfy purchase obligations.

Ms. Carolan reported that we had supply problems over the last weekend due to an emergency within Willingboro's system and on Monday with NJAWC; these problems have been resolved but in the interim, the ASR recharge had to be shut down and the Elbo plant fired up in order to supply our customers-this will adversely affect our available supply this summer.

Ms. Carolan noted that NJAWC's line is still leaking on Walt Whitman Drive. During the eventual repair, we will have to operate the Elbo plant which would normally be off line for servicing, since NJAWC provides 60% of our supply at this time of year; the ASR will also be adversely affected by this change.

Wastewater System Summary

Ms. Carolan reported that there are 8 pumping stations operating out of normal parameters.

Ms. Carolan noted that we have again been periodically trucking sewage from the Hunters pumping station, as the force main replacement project is just getting started. In addition, there have been problems with the newly rehabilitated Orchard pumping station. The manufacturer has taken the pumps out. Today the station is running okay and the manufacturer has provided one new spare pump and a five year warranty in lieu of the usual two year warranty.

Ms. Carolan also reported problem with operation of the new UV system at the plant. The UV modules are okay however an control loop for an integral weir is malfunctioning--troubleshooting is ongoing.

Presentation of Engineer's Status Report

Mr. Trice presented the 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. The contract was awarded to Eagle Construction Services, Inc., the low bidder in the amount of \$306,415.00, at the Authority's April 2014 meeting. Since mid-December there have been a number of alarms associated with seal failures on the new pumps. The contractor and pump manufacturer have been investigating the alarms and inspecting and/or repairing the pumps. The pumps are

currently running with no alarms; however, further review of the failure is required prior to acceptance. All other work, except for punch list items, have been completed.

Hartford Road WPCF – UV Disinfection Equipment

This project included the installation of new UV disinfection equipment in a spare effluent channel that was provided when the facility was constructed in 1995-1996. The contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority's November 21, 2013 meeting. Final payment and acceptance of the project was approved last month. Over the last week there have been some problems with the liquid level measurement device and weir gate in the UV tank. The Authority and equipment supplier have been coordinating the adjustment and repair of the equipment.

West Berwin Way Water Main Replacement

This project included the replacement of approximately 700 feet of 10" water main on Berwin Way, in Holiday Village. 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, reconnection of all water services, final paving, punch list items and submitted acceptable as-built drawings. The contractor has submitted a new request for additional compensation which must be reviewed and received before the contract can be closed out.

81 Elbo Lane Site Work

The contract was awarded to Ricky Slade Construction, the low bidder, in the amount of \$76,776.25 at the Authority's June 2014 meeting. The contractor has completed all work as required in the base contract and the full depth pavement crack restoration. The Authority is reviewing the contractor's quote to address a drainage problem at one of the driveways.

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 2014 meeting. A letter dated December 23, 2014 was sent to the contractor, stating that they are considered to be in default because acceptable as-built drawings have not been submitted. On January 5, 2015 an email was received transmitting revised drawings. The revised drawings are unacceptable and comments were returned to the contractor on January 8, 2015.

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 which houses existing supply well #4, and supplying an emergency power supply for the Fostertown Road water storage tank. This contract, in the amount of \$77,912.00, was awarded to Dee-en Electrical Contracting at the Authority's November 2014 meeting. The contractor has started installing buried conduit.

Elbo Lane WTP Clarifier Improvements

The 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. This contract, in the amount of \$230,000.00 was awarded to Level-1 Construction at the Authority's November 2014 meeting. The contractor has been submitting shop drawings for approval.

Liberty Road Water Main Replacement

The project includes the replacement of approximately 640 LF of 8" water main. The contract was awarded to T & W Construction Co., LLC, in the amount of \$194,252.00 at the Authority's July 2014 meeting. Final paving has been completed. Closeout documentation remains to be completed.

Country Lane Water Main Installation and Hunter's Pump Station Force Main Replacement

This project includes installation of 1,000 LF of new 8" water main and the replacement of the Hunter's pump station force main which includes 1,800 LF of 4" pipe. Both mains will connect to existing lines in Church Street. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority's October 16, 2014 meeting. Work is anticipated to start shortly depending on weather conditions.

Library Pump Station Force Main Replacement

We are preparing bid documents for the replacement of the Library pump station force main, which consists of approximately 1,450 LF of 6" force main. Estimated construction cost is \$337,000. We are working with the Authority to determine the location of the existing force main. This pipe was installed in the late 1980's and no as-built information is available.

Amsterdam Road Water Main Replacement

This project includes replacement of approximately 1,700 LF of 6" water main, hydrants and customer connections. The project was fast tracked as Amsterdam Road was included in the Township's road program. This contract, in the amount of \$337,050.00 was awarded to South State, Inc. at the Authority's December 18, 2014 meeting. Contractor anticipates starting work by the end of January.

Hartford Road Final Clarifier No. 1 Rehabilitation

This project includes the replacement of the scum and sludge collection mechanism, the effluent weir cleaning system and lining the effluent trough. The existing scum and sludge collector mechanism jammed and various structure members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. Bids are scheduled to be received on January 23, 2014.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

Preliminary design has begun. We have been coordinating with the Authority on various aspects of the design and bidding schedule. The preliminary schedule is to design and bid the project in the spring of 2015, and start construction in July (FY2016).

Well No. 6 Redevelopment and Pump Repair

This project includes the redevelopment of the well to restore its pumping capacity and repair/replacement of the well pump. This contract, in the amount of \$80,900.00, was awarded to Layne Christensen Company at the Authority's December 18, 2014 meeting. The contractor started work today.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Knight, voted on and unanimously approved to pass Resolution 2015-01-03 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:10 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 7:11 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Mr. Smith and Mr. Knight.

Contracts

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2015-01-04 Resolution Authorizing the Award of a Contract with Sun Life Financial Company to Provide Dental Insurance Coverage Effective February 1, 2015, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-01-05 Resolution Authorizing the Award of a Contract with Dearborn National Life Insurance Company to Provide Life, Accidental Death and Dismemberment, and Long Term Disability Insurance Coverage Effective February 1, 2015, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-01-06 Resolution Approving Change Order No. 1 in the Amount of \$12,184.92 to Contract No, 2012-05 for Orchard Pump Station Improvements Resulting in an Adjusted Contract Amount of \$318,599.92, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-01-07 Resolution Authorizing Release of Maintenance Bond for Indigo Drive Water Main Replacement Project – Contract No. 2012-05, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Accounting and Financial

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

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Requisition #543 in the Amount of \$1,109,138.01 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Requisition #4414 through #4420 in the amount of \$4,848.15 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Requisition #2801 through #2830 in the amount of \$441,878.91 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone.

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

The Board authorized payment to Henkels and McCoy subject to the correct amount being determined for the two invoices submitted, with total requisition list not to exceed \$441,878.91.

Comments:

Ms. Carolan reported that NJAWC issued a press release announcing a 9.9% base rate increase.

Ms. Carolan said she has not yet spoken to our special rate counsel yet regarding it.

Mr. Wiest noted that water/sewer bills are running now out of 81 Elbo and the bugs are being worked out.

Mr. Wiest also noted that the new accountant started at the end of December. Also, an internal offer was extended to one of our meter readers for a billing clerk position and he accepted.

Mr. Adler reported that he and his staff are working on the approval for the Bancroft School at 3900 Church Rd, in arrears of their moving in to the facility. He added that he is also meeting with the school regarding their proposed new facilities in the vicinity of Bishop's Gate.

Following a motion made by Mr. Knight, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 7:25 p.m.