

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

January 21, 2016

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:04 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Chairman
John Francescone	Vice Chairman
Elwood Knight	Secretary
Geraldine Nardello	Member (via telephone)
Cheryl Coco-Capri	Member

Also in attendance were:

Anthony Drollas	Solicitor
Kelly Grant	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
Robert Adler	Operations Engineer
Brian Scott	Safety/Human Resources Director
Theresa Trumbetti	Stenographer

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

None.

Minutes

Following a motion made by Ms. Capri, and seconded by Ms. Nardello, the Board unanimously approved the minutes for the December 17, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Ms. Nardello.

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

Developments/New Connections

Following a motion made by Ms. Capri, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-01 Resolution Approving Release of Water Distribution and Sanitary Sewer Maintenance Bonds for Roger’s Walk Phase III Project , with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello and Mr. Smith.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-01-02 Resolution Approving Release of Water Distribution Performance Bond for Laurel Creek Country Club Project , with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello and Mr. Smith.

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

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-01-03 Resolution Approving Reduction of Water Distribution and Sanitary Sewer Performance Bonds for Providence Subdivision at 4900 Church Road Project , with affirmative votes from Mr. Knight, Ms. Capri, Ms. Nardello and Mr. Smith.

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

Mr. Francescone arrived.

Operations

Water System Summary

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

Ms. Carolan also noted that all the water storage tank inspections have been completed by a diver, which is performed every five years and a report is coming.

Ms. Carolan reported that annual water use was 1.479BG in 2015 – 46% from our own wells, 36% was NJAWC and 18% was from Willingboro.

Ms. Carolan said that on 1/5/16 one water quality sample tested positive for coliform near Briggs Road. We followed all standard protocols by retesting for coliform and e-coli at the effected location and by performing additional tests upstream and downstream; all secondary samples tested negative. We also notified our supply sources, NJAWC and Willingboro. No further action is needed.

Ms. Carolan noted that there is a problem in the lab with the ICP instrument. It was budgeted for replacement in FY 2018 at a cost of \$90K; however, it is leaking and cannot be repaired so it has to be replaced now, ahead of schedule. In the interim, we will use a combination of alternative DEP approved methods and an outside lab at a cost of up to \$6K/month.

Wastewater System Summary

Ms. Carolan reported that there are minor problems with the peripheral feed clarifier (#1) at the plant and a technician was out yesterday and he believes they found the problem.

Mr. Trice said they found a problem with the electrical system – a heater was supplied with the system but it wasn't wired.

Ms. Carolan reported that there were 2 force main breaks last week. One on Hartford Road on 1/13/16 and one on the Elbo Lane curve on 1/14/16. Ms. Carolan gave the Board details of the breaks which spanned a 40 hour time period.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Orchard Pumping Station Site Work

This project included drainage improvements, paving, painting of existing structures and fence replacement at the Orchard Pump Station, and drainage and paving work at 81 Elbo Lane. Ricky Slade Construction, Inc. was awarded the contract in the amount of \$142,215.50 at the Authority's August 2015 meeting. All work has been completed and final payment is recommended.

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

This project included the installation of 1,000 LF of new 8" water main and the replacement of 1,800 LF of 4" diameter force main at Hunter's pump station. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority's October 16, 2014 meeting. The contractor has completed the installation of the water main and the sanitary sewer force main. Punch list items, as-built drawings and contract documents remain to be completed. Revised as-built drawings were submitted in December; however,

they are still unacceptable. A dispute regarding the repair of an unmarked sewer lateral must also be resolved before the contract can be closed out.

Library Pump Station Force Main Replacement

This project includes replacement of a portion of the Library pump station force main, approximately 1,450 LF of 6" force main. Estimated construction cost was originally \$337,000.00. The wetlands permit has been approved by NJDEP. We are currently evaluating the constructability of the new force main in the existing easement through wetlands based upon DEP's comments. Restricting the contractor's operations to the existing 15' wide easement through the wetlands areas may significantly increase the project cost. As a result alternate construction methods, such as directional drilling, are being considered.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

This project includes the replacement of the entire SCADA system at the Hartford Road WPCF and the upgrade of the SCADA system at the Elbo Lane WTP. Allied Control Services, Inc. was awarded the contract in the amount of \$688,705.00 at the Authority's August 2015 meeting. Notice to proceed was issued September 15, 2015 and the contract completion date is May 12, 2016. The contractor is fabricating and installing new instrumentation in control cabinets and programming the new equipment. Prior to installing the new equipment, the contractor is required to assemble all of the new hardware at his facility and demonstrate that the new hardware and software is functioning as intended before installation.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

This project includes the replacement of the electrical equipment and the equipment that measures the level in the wet well and controls the operation of the pumps at both pump stations. Scalfo Electric, Inc. was awarded the contract in the amount of \$235,000.00 at the Authority's August 2015 meeting. Notice to proceed was issued September 15, 2015 and the contract completion date is February 12, 2016. The contractor plans on starting up the Birchfield Pump Station using the new equipment next week. At the Timbercrest pump station the contractor will be installing new wiring next week; however, PSE&G has indicated that approval of the final connections to the transformer may take a couple of weeks.

St. David Drive Road Water Main Replacement

The project includes the replacement of 4 and 6" water main with approximately 1,700 LF of 8" water main. The plans and specifications are substantially complete. Due to the large number of utilities in the roadway the new main will be installed under the sidewalk. Typically, it is not possible to replace concrete sidewalks during cold winter months. As a result, the Authority has decided to delay the project schedule so that the construction work is taking place in warmer temperatures and sidewalks can be immediately replaced. This will avoid costs associated with temporary sidewalk restoration.

Pump Station Evaluations

A contract has been awarded to a firm to perform the structural and coating condition assessment of four underground steel can-style sewage pump stations. The assessment determined the thickness of the steel walls, floor and ceiling of the structure and the condition of the coating (paint) and cathodic protection systems. The subconsultant's inspection reports were used to prepare station assessment reports, which contain recommendations for needed rehabilitation work. The assessment report has been finalized and forwarded to the Authority for review.

Wharton Road Water Main Replacement

This project was fast tracked due to the number of breaks during the summer of 2015. Approximately 240' of 8" main is included in the project scope. Bids were received on September 10, 2015. DSC Construction Inc. submitted the low bid in the amount of \$147,242.00. The contract was awarded at a special meeting held on September 11, 2015. The new main is installed and in service. Punch list items remain to be completed.

East Park and Turnpike Pump Stations Level Control and Electrical Equipment Upgrades

This project includes the replacement of the wet well level control systems and the installation of new electrical equipment at both stations. Plans and specs were forwarded to the Authority for review. We are revising the plans and specs to address the Authority's comments.

Well No. 7 Redevelopment and Pump Repair

This project includes the redevelopment of the well and repair of the well pump. The contractor will install a spare well pump which the Authority has stored at 81 Elbo Lane. The repaired pump will be returned to the Authority for future use. A contract in the amount of \$81,800.00 was awarded to A.C. Schultes at the Authority's November 19, 2015 meeting. The contractor has completed the well redevelopment and pump repair work, and the well will be ready for use next week.

Hartford Road WPCF UV Tank Slide Gate Replacement

The influent and effluent slide gates in the channel which contains the original UV disinfection equipment from 1996 have deteriorated, don't seal completely and need to be replaced. The existing manually operated slide gates will be replaced with motor operated gates. A wood shed constructed by Authority personnel that covers the old and new UV systems electrical equipment will also be demolished and replaced with a structure meeting current building codes. Design work is ongoing.

Hunters Pump Station Evaluation

We have been authorized to evaluate the condition and capacity of the station and provide recommendations for its upgrade or replacement. Factors that will be considered include the structural condition of the wet well and dry well, condition of mechanical equipment, capacity of the station in terms of the wet well size and pumping capability and condition of ancillary equipment and site constraints.

Closed Session

A motion was made by Mr. Francescone, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2016-01-04 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:45 p.m.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 8:10 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith, Ms. Nardello and Mr. Knight.

Contracts

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-05 Resolution Authorizing the Award of a Contract with Sun Life Financial Company to Provide Dental Insurance Coverage Effective February 1, 2016, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-06 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, 2016, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-07 Resolution Approving Change Order No. 2 in the Amount of \$1,200.00 to Contract 2015-11 for Wharton Road Water Main Replacement Resulting in an Adjusted Contract Amount of \$155,874.00, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-08 Resolution Approving Change Order No. 1 in the Amount of \$9,587.20 to Contract 2013-12 for Orchard Pump Station Site Improvements & 81 Elbo Lane Paving Improvements Resulting in an Adjusted Contract Amount of \$151,802.70, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-09 Resolution Approving Change Order No. 2 in the Amount of \$6,686.70 to Contract 2015-04 for Birchfield and Timbercrest Pump Stations Level Control Upgrades Resulting in an Adjusted Contract Amount of \$249,754.34, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-10 Resolution Awarding Contract 2015-20 to Peirce Equipment Company, Inc. in the amount of \$392,737.00, to Purchase a New Mobile Combination Sewer Cleaning Machine (Jetter Truck), with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2016-01-11 Resolution Approving Authorizing Entry into a Shared Services Agreement with Burlington County for Antenna Installation on Commerce Parkway Tank Located at 14000 Commerce Parkway, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Accounting and Financial

Following a motion made by Ms. Nardello and seconded by Mr. Francescone, the Board unanimously approved the Treasurer's Report for November 2015 and Payment Plan Status Report for December 2015, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Requisition #555 in the Amount of \$958,282.43 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

No Acquisition and Construction Bills This Month.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Requisition #3176 through #3211 in the amount of \$376,942.03 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Ms. Carolan noted that SREC's were sold yesterday – total was \$56K.

Following a motion made by Mr. Francescone, seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 8:19 p.m.