

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

October 16, 2014

Chairwoman Nardello 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:

Geraldine Nardello	Chairwoman
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

Chairwoman Nardello 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 Mr. Knight, and seconded by Mr. Smith, the Board approved the minutes of the September 18, 2014 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith and Ms. Nardello. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent.

**Developments/New Connections**

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-10-100 Resolution Approving Consent to the Proposed Water Quality Management (WQM) Plan Amendment Entitled “Site Specific Amendment to Sewer Service Area Map of the Tri-County Water Quality Management Plan” Regarding Block 510, Lots 3 and 3.01, Mount Laurel Township, Burlington County, New Jersey, with affirmative votes from Mr. Knight, Mr. Smith and Ms. Nardello. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent.

**Licensing Agreements**

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-10-101 Resolution Approving Agreement for Shed License Over Utility Easement for 62 Southgate Road, with affirmative votes from Mr. Knight, Mr. Smith and Ms. Nardello. Total votes: 3 ayes, 0 nays, 0 abstentions, 2 absent.

## **Operations**

### **Water System Summary**

Ms. Carolan reported that there have been 3 main breaks since the last meeting.

Ms. Carolan noted that in September, there was an issue with the SCADA system and the ASR had to be shut down earlier than expected – consequently, we left 55 MG of water in the ground. A request was sent to DEP to carry over the water to next year and no approval was received; however, we were advised to apply for a minor modification to the allocation permit for a 3 year banking pilot program which is a good alternative.

### **Wastewater System Summary**

Ms. Carolan reported that there were 2 recent force main breaks – one in Laurel Creek and one on the main feeder line that runs through the town, which is a 20” line. Repairs went fairly smoothly, Ms. Carolan added.

Ms. Carolan added that we also had control issues at the sewer plant which were primarily effecting the orbal; temporary modifications were made to keep the system operational until the upgraded SCADA system is installed in 2015.

Mr. Francescone arrived at 6:30 p.m.

## **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. The contractor has been ordering materials and submitting shop drawings for approval. On-site work is scheduled to start October 22<sup>nd</sup>.

### **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. The contract in the amount of \$664,900.00 was awarded to B&H Contracting at the Authority’s November 21, 2013 meeting. The new UV equipment has been running with no operational problems since it was put into service in mid-July. Authority personnel completed repairs to the old UV system. Final testing of the integrated controls for the new and old system should be completed next week. Minor punch list items and submission of closeout documentation remains 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., 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 and all punch list items. Submission of as-built drawings remains to be completed.

### **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. A punch list inspection needs to be performed.

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. The contractor has completed installation of the new water main. Final cost is estimated at \$60,253. Submission of acceptable as-built drawings remains to be completed.

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 at 85 Elbo Lane, and supplying an emergency power supply for the Fostertown Road water storage tank. The contract has been advertised and bids are scheduled to be received on November 6<sup>th</sup>.

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. The contract has been advertised and bids are scheduled to be received on November 6<sup>th</sup>.

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. The contractor has completed the main installation and is working on water service connections.

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

We are preparing bid documents for the installation of 1,000 LF of 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. Estimated construction cost is \$537,000. Bids were received October 9, 2014. DSC Construction, Inc. was the low bidder in the amount of \$497,450.00. Award is recommended this evening.

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. The current schedule is to advertise for bids in November 2014 and award at the Authority's December meeting.

Amsterdam Road Water Main Replacement

As a result of numerous water main breaks and the inclusion of Amsterdam Road in the Township's road program, the Authority has decided to replace approximately 1,700 LF of 6" water main. The estimated construction cost is \$385,000. The preliminary schedule is to advertise and award this project by the end of the year.

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. The revised schedule is to advertise for bids in November 2014 and award at the Authority's December meeting.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

An engineering services proposal was submitted to the Authority for review.

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. The current schedule is to advertise for bids in November 2014 and receive bids and award in December.

Mr. Adler commented on some additional projects. FY 2014 Sanitary Sewer lining project was awarded to Insituform Technologies in the amount of \$141,223. All the mains have been lined and the subcontractor, Video Pipe Services, has completed grouting the laterals. In addition, Mathis Construction continues to work on the sewer repairs on S. Church St and the Rt. 295 crossing. The \$92,000 contract should be completed by the end of the month.

### **Closed Session**

A motion was made by Mr. Francescone, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2014-10-102 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:42 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 6:45 p.m., following a motion made by Mr. Knight, and seconded by Mr. Smith and with unanimous agreement from Mr. Smith, Mr. Francescone, Ms. Nardello and Mr. Knight.

### **Contracts**

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-10-103 Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Smith, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-10-104 Resolution Approving Award of Contract No. 2014-16 to Rio Supply, Inc. for the Purchase of 675 – 5/8 inch Neptune Water Meters and 67 – 1 inch Neptune Water Meters in the amount of \$200,079.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2014-10-105 Resolution Approving Award of Contract No. 2014-17 to All Vinyl Fencing, LLC for the Replacement of Fencing at Mason Creek, Stonegate and Hooten Road Pumping Stations in the amount of \$14,330.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Smith, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-10-106 Resolution Approving Acceptance of the Holiday Village East Pump Station Project and Initiating Two-Year Maintenance Period – Contract No. 2013-06, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2014-10-107 Resolution Approving Change Order No. 3 in the Deduction Amount of \$17,240.25 to Contract No. 2013-09 for West Berwin Water Main Replacement Resulting in a Reduced Contract Amount of \$224,401.60, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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. 2014-10-108 Resolution Approving Change Order No. 1 in the Amount of \$15,856.00 to Contract No. 2014-10 for 2014 Sanitary Sewer Rehabilitation Project Resulting in an Adjusted Contract Amount of \$107,856.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2014-10-109 Resolution Approving Change Order No. 1 in the Deduction Amount of \$28,992.00 to Contract No. 2014-06 for 2014 Sanitary Sewer Lining Project Resulting in a Reduced Contract Amount of \$112,231.00, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-10-110 Resolution Approving Award of Contract No. 2014-15 for 2014 to DSC Construction, Inc. for the Country Lane Sanitary Sewer Force Main and Water Main Construction Project in the Amount of \$497,450.09, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Smith, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-10-111 Resolution Authorizing Appointment of Willis of New Jersey, Inc., to Provide Cyber Liability Insurance Coverage through the CSC/Lloyds of London in the Amount of \$3,650.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

### **Accounting and Financial**

Following a motion made by Mr. Francescone, and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2014-10-112 Resolution Appointing Temporary Purchasing Agent, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

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

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 Requisition #540 in the Amount of \$826,816.65 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Smith, and seconded by Mr. Francescone, the Board unanimously approved Requisition #4371 through #4385 in the amount of \$82,230.53 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Mr. Smith, the Board unanimously approved Requisition #2726 through #2745 in the amount of \$355,308.68 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

**Comments:**

Mr. Wiest noted that the audit exit conference is scheduled for the last week in October and up to two Board Members can attend.

Mr. Wiest asked the Board's authorization to have Mr. Adler be able to sign off on vouchers and checks on the escrow account due to relocation of the Engineering Department to the 81 Elbo Lane facility.

Following a motion made by Mr. Francescone, and seconded by Mr. Smith, the Board unanimously approved the authorization to have Mr. Adler be able to sign off on vouchers and checks on the Authority's escrow account, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Nardello and Mr. Francescone.

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

Mr. Knight said he would like to proceed with looking into offering insurance to residents to cover their water lateral lines.

Following a motion made by Mr. Francescone, seconded by Mr. Smith, and with unanimous agreement from the members, the meeting was adjourned at 7:50 p.m.