

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

November 19, 2015

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:05 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
Cheryl Coco-Capri	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

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. Nardello, and seconded by Ms. Capri, the Board unanimously approved the minutes for the October 15, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri, Mr. Francescone and Ms. Nardello.

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

Developments/New Connections

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2015-11-115 Resolution Authorizing Reduction of Water Distribution and Sanitary Sewer Performance Bonds for Roger Walk, Phase 3 Project, 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

Operations

Water System Summary

Ms. Carolan reported that there have been 8 water main leaks since the last meeting.

Ms. Carolan also noted that annual flushing of hydrants is finished.

Ms. Carolan said that the problems with the fire services related to the Wharton Road water main replacement have been fixed.

Wastewater System Summary

Ms. Carolan reported that there are 5 pumping stations operating outside of normal parameters.

Ms. Carolan noted that there was an electric service failure at our Orchard pumping station and there were problems with the emergency generator so we had to haul sewage for a while until our portable trash pump was put in service; the temporary emergency pumping continued for 10 days while the electric service was repaired.

Ms. Carolan reported that repairs to PFC #1 at the plant have been finished and it is working fine. We had a DEP inspection that probably was the best one we've had.

At the last meeting Ms. Carolan said she reported the force main break at Laurelwood, which connects to the CCMUA – several emergency repairs were made to the pipe across the Pennsauken Creek.

Ms. Carolan also reported a force main leak at 675 Mt. Laurel Rd. which was a home connection; however, the home is vacant and abandoned.

Another leak occurred on the private ejector line service tap at 329 Mt. Laurel Rd.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Orchard Pumping Station Site Work

This project includes 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. The preconstruction meeting was held on September 23 and the contract completion date is November 26, 2015.

The contractor has been working on grading, drainage and landscaping items.

Elbo Lane WTP Clarifier Improvements

The project included 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. A contract in the amount of \$230,000.00 was awarded to Level-1 Construction at the Authority's November 2014 meeting.

All contract work has been completed. Final payment is recommended.

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

This project was 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. 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. Some lawn restoration needs to be redone, manhole casting replacements, paving patch work and as-built documents remain to be completed.

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. A wetlands delineation and permit application has been submitted to DEP for review. Finalization of the design is dependent on DEP's review.

Amsterdam Road Water Main Replacement

This project was for the replacement of approximately 1,700 LF of 6" water main and addition of a fire hydrant in Amsterdam Road. A contract, in the amount of \$337,050.00 was awarded to South State, Inc. at the Authority's December 18, 2014 meeting. The contractor has completed the new water main installation and replacement sanitary force main. The final punch list item is the width of the driveway apron at 731 Amsterdam Road. The contractor repoured the apron to correct a low spot; however, the homeowner is now requesting that it be approximately 1.5" wider.

Hartford Road Final Clarifier No. 1 Rehabilitation

This project included 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 structural members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. The contract, in the amount of \$396,997.00 was awarded to Blooming Glen Contractors at the Authority's February meeting. The clarifier was started up; however, the skimmer arm was out of level and the tank was shut down and drained again in mid-October so that repairs could be made. All contract work has been completed. Final payment is recommended.

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. Field work to document the as-built installation of existing instrumentation and control equipment has been completed. Shop drawings continue to be submitted and reviewed.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

Replacement of various electrical components will occur at both the Birchfield and Timbercrest pumping 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. Shop drawings are being submitted for review and the contractor is demolishing equipment and installing electrical conduit.

St. David Drive Water Main Replacement

The project includes the replacement of 4 and 6" water main with approximately 1,700 LD of 8" water main. The plans are being finalized.

Pump Station Evaluations

Alaimo Engineering has subcontracted the structural and coating condition assessment of four (Bridlewood, East Gate II, College, Laurel Ponds) underground steel can-style sewage pump stations to a firm with expertise in that area. The assessment will determine the thickness of the steel walls, floor and ceiling of the structure and the condition of the coating (paint) system. The measured wall thickness will be compared to the original thickness when the station was installed and the remaining useful life estimated. The preliminary assessment report has been submitted; however, the subcontractor has been requested to provide additional information.

Wharton Road Water Main Replacement

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. Punch list items remain to be completed.

Primary Force Main Repair

This project includes the replacement of the emergency repair made on the 24" force main in Hartford Road in January 2014. The pipe and pipe sleeves installed during the emergency repair will be replaced with new sections of ductile iron pipe. A 24" inoperable valve on the force main in Hartford Road will also be replaced when the pipe is repaired. The pipe repair and valve replacement will require the main to be shut down.

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. A meeting was held with Authority personnel on September 17 to discuss the scope of work. Design work is ongoing.

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. Bids were received on November 13. A.C. Schultes, Inc. and Steffen Drilling LLC submitted equal low bids in the amount of \$81,800.00. In this circumstance the NJ Public Contracts Law allows the contracting unit to award the contract to the bidder whose bid is the most favorable to the contracting unit. Based on the unit price submitted for certain bid items, Schultes bid appears to be the most advantageous to the Authority. See our November 18, 2015 award recommendation letter for a more detailed evaluation of the bids.

Closed Session

A motion was made by Ms. Capri, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2015-11-116 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:35 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 7:50 p.m., following a motion made by Mr. Francescone, and seconded by Ms. Nardello 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 Ms. Nardello, the Board unanimously approved Resolution No. 2015-11-117 Resolution Approving Change Order No. 1 Contract No. 2015-04 for Birchfield and Timbercrest Pumping Stations Level Control Upgrades, 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 Ms. Nardello, the Board unanimously approved Resolution No. 2015-11-118 Resolution Approving Acceptance of Elbo Lane WTP Clarifier Improvement Project and Initiating the Two-Year Maintenance Period MUA Contract No. 2014-08, 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 Ms. Nardello, the Board unanimously approved Resolution No. 2015-11-119 Resolution Approving Acceptance of Hartford Road WPCF Peripheral Clarifier No. 1 Rehabilitation Project and Initiating the Two-Year Maintenance Period MUA Contract No. 2014-18, 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 Ms. Nardello, the Board unanimously approved Resolution No. 2015-11-120 Resolution Approving Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, 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 Ms. Nardello, the Board unanimously approved Resolution No. 2015-11-121 Resolution Approving Award of Contract Following Receipt of Competitive Bids Contract No. 2015-15 ASR Well No. 7 Redevelopment and Pump Repair, 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 Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for September 2015 and Payment Plan Status Report for October 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 Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Requisition #553 in the Amount of \$571,492.50 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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Requisition #4495 through #4499 in the amount of \$2,519.64 from the Acquisition and Construction 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

Following a motion made by Mr. Knight and seconded by Ms. Capri, the Board unanimously approved Requisition #3104 through #3153 in the amount of \$340,437.37 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 a letter was received from Capehart Scatchard announcing Alan Schmoll's retirement. Ms. Carolan noted that 80 students from Larchmont School 3rd grade toured the water plant – water cycle is in their curriculum and our goal is for the MUA to become part of the 3rd grade curriculum for all of Mount Laurel's elementary schools.

Mr. Wiest reported that the Authority's appropriation payment to the Township in the amount of \$447,716 will be sent out in a couple of days. Mr. Francescone questioned why Evesham MUA can give \$1,000,000 to Evesham Township while the Mount Laurel MUA can only give \$447,716 to Mount Laurel Township. Mr. Francescone suspected the answer lies in how the SS-9 budget form is calculated and would like an explanation at December's meeting.

Mr. Wiest explained that the Management's Discussion and Analysis (MD&A) is essentially complete but we are awaiting final guidance from New Jersey on GASB 68, which provides for the reporting of the long term liability associated with pensions. Once this is received, the MD&A and audit report will be finalized.

Mr. Wiest said the audit exit conference will be scheduled for either 12/1 or 12/3. Ms. Capri and Mr. Smith will attend.

Following a motion made by Mr. Knight, seconded by Mr. Francescone, and with unanimous agreement from the members, the meeting was adjourned at 8:20 p.m.