

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

December 18, 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
Elwood Knight	Secretary
James Misselwitz	Member
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

Approval of November 20, 2014 minutes was tabled due to lack of quorum by attendees of that meeting.

Developments/New Connections

None.

Operations

Water System Summary

Ms. Carolan reported that there has been 1 main break since the last meeting.

Ms. Carolan noted that we will meet our minimum purchase requirement from Willingboro.

Ms. Carolan added that the leak on Walt Whitman is not the Authority’s, but is NJ American.

Mr. Francescone arrived at this time.

Wastewater System Summary

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

Ms. Carolan noted that there was a 5K gallon sewage spill at the plant’s pumping station.

Ms. Carolan said that repairs to the force main at the intersection of Union Mill Road and Moorestown Mount Laurel Road totaled \$260K – however, due to complications that occurred during the planned repair the final costs to repair increased significantly.

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 is in the process of starting up the equipment in the modified station.

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. The new UV equipment has been running with no operational problems since it was put into service in mid-July 2014. All work has been satisfactorily completed. Final payment is recommended.

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. 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. As-built drawings have been submitted; however some minor revisions are required.

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. We are waiting for a quote from the contractor 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. The contractor has completed installation of the new water main. 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, 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 been submitting shop drawings for approval.

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 8" water main in order to loop the local water system, 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 in early January 2015, after the holidays. The contractor has been submitting shop drawings for approval.

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

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. Bids were received on December 16. South State, Inc. submitted the low bid in the amount of \$337,050.00. Award is recommended.

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 structural members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. We are currently revising the plans and specs to address the Authority's latest comments. The project will be advertised for bids shortly with a mid-January 2015 bid receipt date.

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. Bids were received on December 16. Layne Christensen Company submitted the low bid in the amount of \$80,900.00. Award is recommended.

Closed Session

A motion was made by Mr. Francescone, seconded by Mr. Misselwitz, voted on and unanimously approved to pass Resolution 2014-12-116 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 6:32 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 6:36 p.m., following a motion made by Mr. Knight, and seconded by Mr. Misselwitz and with unanimous agreement from Mr. Misselwitz, Mr. Francescone, Ms. Nardello and Mr. Knight.

Contracts

Following a motion made by Mr. Francescone, and seconded by Mr. Misselwitz, the Board unanimously approved Resolution No. 2014-12-117 Resolution Awarding Contract for Worker's Compensation Insurance

Coverage to New Jersey Manufacturers in the Amount of \$289,474.00, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-12-118 Resolution Approving Change Order No. 2 in the Credit Amount of \$3,513.70 to Contract No. 2014-06 for Sanitary Sewer Lining Project Resulting in a Reduced Contract Amount of \$108,717.30, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Francescone, the Board unanimously approved Resolution No. 2014-12-119 Resolution Approving Change Order No. 2 in the Credit Amount of \$1,556.25 to Contract No. 2014-10 for Sanitary Sewer Rehabilitation Project Resulting in a Reduced Contract Amount of \$106,299.75, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Misselwitz, the Board unanimously approved Resolution No. 2014-12-120 Resolution Approving Acceptance of the Sanitary Sewer Lining Project and initiating the Two-year Maintenance Period – Contract No. 2014-06, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2014-12-121 Resolution Approving Acceptance of the Sanitary Sewer Rehabilitation Project and initiating the Two-year Maintenance Period – Contract No. 2014-10, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. 2014-12-122 Resolution Approving Acceptance of the Hartford Road Water Pollution Control Facility Ultraviolet Disinfection Equipment Improvements Project and initiating the Two-Year Maintenance Period – Contract No. 2013-05, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. 2014-12-123 Resolution Awarding Contract No. 2014-19 for Amsterdam Road Water Main Replacement to South State, Inc. in the Amount of \$337,050.00, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Francescone.

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

Following a motion made by Mr. Misselwitz, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2014-12-124 Resolution Awarding Contract No. 2014-20 for Well No. 6 Rehabilitation to Layne Christensen Company in the Amount of \$80,900.00, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. 2014-12-125 Resolution Authorizing the Mount Laurel Township Municipal Utilities Authority to Enter into a Cooperative Pricing Agreement with Burlington County, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Knight, the Board unanimously approved Resolution No. 2014-12-126 Resolution Concerning Reviewing of Annual Report and Group Affidavit (signed by all members – three original copies), with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Misselwitz, the Board unanimously approved Resolution No. 2014-12-127 Resolution Regarding Corrective Action Plan Adopted in Response to Annual Audit Report for Fiscal Year ending June 30, 2014, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Misselwitz, the Board unanimously approved Requisition #542 in the Amount of \$36,728.37 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Francescone.

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

Mr. Wiest noted that this represents only the last half of November – the January total will be high.

Following a motion made by Mr. Misselwitz, and seconded by Mr. Knight, the Board unanimously approved Requisition #4398 through #4413 in the amount of \$13,641.68 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Misselwitz, 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. Misselwitz, the Board unanimously approved Requisition #2772 through #2800 in the amount of \$378,203.19 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Misselwitz, Ms. Nardello and Mr. Francescone.

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

Comments:

Ms. Carolan reported that Grace Bible Church on Church Street just expanded their facility and due to the fact that they are non-profit, they are requesting that the fire service and fire hydrant fees be either eliminated or reduced. The charges total \$212/month, \$106 is for the private fire hydrant and \$106 for the fire sprinkler line. The Board felt that charges for neither the fire hydrant nor the fire service should be waived; however they added that the entire hydrant fee structure should be reviewed and compared with neighboring systems. The Board instructed Ms. Carolan to advise the Church accordingly.

Ms. Carolan noted that a 1-2 Board Members are needed in January to review the Professional Services Proposals – the Board would make the appointments official in February.

Mr. Francescone volunteered and he will ask Mr. Smith.

Mr. Wiest noted that the MUA will be 50 years old next year – an announcement and events forthcoming.

Mr. Scott indicated that premiums for health benefits via the state plan are increasing by 6% in January and that this is within the budget.

Mr. Knight noted that he attended the dedication of the 81 Elbo Lane facility and said that he was skeptical at first of the facility being renovated in house; however, he congratulated Mr. Adler and all involved for doing a great job for turning it into such a nice building.

Following a motion made by Mr. Francescone, seconded by Mr. Misselwitz, and with unanimous agreement from the members, the meeting was adjourned at 7:30 p.m.