

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

August 18, 2016

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:08 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Chairman
John Francescone	Vice Chairman
Cheryl Coco-Capri	Secretary
Geraldine Nardello	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 July 21, 2016 Regular Meeting, with affirmative votes from Ms. Nardello, Mr. Smith and Ms. Capri.

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

Developments/New Connections

None

Operations

Water System Summary

Ms. Carolan noted that there have been no main breaks since the last meeting.

Ms. Carolan said that there are issues with the valves at our Willingboro booster station that are scheduled to be repaired.

Ms. Carolan noted that a surprise OSHA inspection was conducted at the Elbo Plant and there were 4 serious and 10 other violations. The serious violations were that two confined space signs were missing and some metals shelves were not anchored. All items were corrected and we passed the re-inspection.

Wastewater System Summary

Ms. Carolan reported a problem with the alarm receiver for all the pumping stations which meant alarms were not able to be sent to the on call operator; so employees had to continuously monitor 24/7 the alarm panel for several weeks-OT cost of at least \$12,000.

Ms. Carolan said there was one force main break on Moorestown-Mt. Laurel Road. It was the customer service tap at 242 Mount Laurel Rd that caused our PVC main to crack – all is repaired. The customer's line was re-connected to a low pressure line which services only the Chapel Hill development.

Ms. Carolan noted that we are having trouble with both jet vac trucks (1 is brand new) and we are holding a \$20K retainer on the new truck to make sure the work gets done.

Mr. Francescone arrived at 7:12 p.m.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

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

This project included 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. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority's October 16, 2014 meeting. Revised as-built drawings, which were received on May 20, are being reviewed. The contractor's request for additional compensation for a sewer lateral repair must still be resolved.

Library Pump Station Force Main Replacement

This project includes the replacement of approximately 1,450 LF of 6" force main from the Library Pump Station to the NJ Turnpike crossing. Timing of the project needs to be finalized with the alternate alignment through the Township property. This project has been rescheduled for late FY-2017 design and FY-2018 construction.

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; the contract completion date was May 12, 2016. The contractor still has to complete the installation of the alarm auto-dialer at the Hartford Road WPCF to complete all work at that site. Authority personnel reviewed the contractor's quotes for the 3 requested software revisions at the Elbo Lane WTP and has directed the contractor to proceed with one of the options.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

This project includes replacement of the control systems and other electrical equipment at the Authority's Birchfield PS and Timbercrest PS. Scalfio Electric, Inc. was awarded the contract in the amount of \$235,000.00 at the Authority's August 2015 meeting; the contract completion date was February 12, 2016. Work at the Birchfield Pump Station has been completed. Punch list items must be complete at the Timbercrest Pump Station.

St. David Drive Road Water Main Replacement

The project includes the replacement of 4 and 6" water main with approximately 1,700 LD of 8" water main. The contract in the amount of \$414,000.00 was awarded to DSC Construction, Inc. at the Authority's June 16, 2016 meeting. The contractor is moving materials and equipment on site and plans to start work on Monday, August 22.

Wharton Road Water Main Replacement

This project was fast tracked due to the number of breaks during the summer of 2015. Replacement of approximately 240' of 8" main was included in the project scope. A contract was awarded to DSC Construction

Inc. in the amount of \$147,242.00 at a special meeting held on September 11, 2015. The new main is installed and in service. All work except for submission of GIS as-built information has been complete.

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. The contract was awarded to MJF Electrical Contracting, Inc. in the amount of \$215,000 at the Authority's February 18, 2016 meeting.

The contractor is still waiting for PSE&G to install the new electrical service at the East Park Pump Station. It was originally scheduled for July 26, but was cancelled by PSE&G. Once the new service is installed, the contractor will be able to complete his work at this station.

The new pump control panel for the Turnpike Pump Station was delivered; however, it is too small and is not what was approved. The panel manufacturer must supply a new panel. The contract required that just the pump motors be replaced, not the pumps and motors; however, it was determined that the difference in cost between a new motor and new pump and motor assembly is only \$1,000 and the total cost including the contractor's labor is \$14,896.70. Since the pump and motors are approximately 15 years old, the Authority has directed the contractor to replace the pump and motor. The change order should be presented at the September meeting.

Hartford Road WPCF UV Tank Slide Gate Replacement

KRS Services, Inc. was awarded the contract in the amount of \$138,169.00 at the Authority's April 2016 meeting. The new slide gates are scheduled to be delivered in early October.

FY-2016 Pump Station Painting

The scope of this project includes corrosion control painting of interior and exterior surfaces and piping at the Amberfield, College, Holiday Village East and Stonegate pumping stations. Pro-Spec Painting, Inc. was awarded the contract in the amount of \$77,080.00 at the Authority's April 2016 meeting. The contractor has completed painting at the Stonegate Pump Station and is working at the Amberfield Pump Station.

Grant Avenue and St. Andrews Drive Water Main Replacements

This project includes two areas of water main replacements: 1. approximately 990 LF of 6" CIP with 8" DIP and 350 LF of 10" CIP water main on Grant Avenue including the replacement of multiple valves and hydrants on Grant, Cornwallis and Amsterdam, and approximately 1,140 LF of 4" CIP with 6" DIP water main on South St. Andrews Drive from Ramblewood Parkway to the end of St. Andrews Court. Preliminary plans have been given to the Authority for review. The project is scheduled to be advertised and bids received and awarded at the September meeting.

Hartford Road/Marne Highway Force Main Connection Replacement

The county is planning to reconstruct the Hartford Road/Marne Highway intersection. At this interconnection an 18" force main that collects wastewater from the majority of the service area east of Hartford Road and north of Route 38 (Devonshire FM) connects to the 24" force main which continues on to the plant (Primary FM). Prior to the county reconstructing the intersection, the Authority wants to replace the 18"x 24" tee connection, which was installed in the late 1970's. Our plans are substantially complete; however, we need direction from the county as to how they would like to incorporate this work in their contract.

Hartford Road Force Main Replacement- Phase I

This project includes the replacement of approximately 3000' of 24" DIP force main in Hartford Road between Union Mill Road and the Route 38 ROW, and the installation of approximately 4000' of 2" PVC low pressure force main. Preliminary plans and profiles have been completed. The design of the low pressure force main that the existing ejector pumps will be connected to and construction details need to be completed. Traffic control/detour plans must also be submitted to the county for review and approval.

Closed Session

A motion was made by Mr. Francescone, seconded by Ms. Nardello, voted on and unanimously approved to pass Resolution 2016-08-91 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, which are exempt from open meetings under the Sunshine Law, at 7:30 p.m.

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

Regulatory Matters, Litigation and Potential Litigation – SEE CLOSED PORTION II OF MEETING

The meeting was re-opened at 8:09 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Francescone and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith and Ms. Nardello.

Contracts

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-08-94 Resolution Authorizing Release of Maintenance Bond for HRWPCF Ultraviolet Disinfection Equipment Improvements, MUA Contract No. 2013-05, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2016-08-95 Resolution Approving Change Order No. 1, for a credit of \$1,450.30 resulting in an adjusted contract amount of \$194,186.70 for Contract No. 2015-19 FY 2016 Sanitary Sewer Rehabilitation, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone 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. 2016-08-96 Resolution Approving Change Order No. 4, for an additional cost of \$9,275.00 resulting in an adjusted contract amount of \$729,058.00 for Contract No. 2014-21 HRWPCF/Elbo Lane WTP SCADA, with affirmative votes from Ms. Nardello, Ms. Capri, Mr. Francescone and Mr. Smith.

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

Accounting and Financial

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board unanimously approved the Treasurer's Report for June 2016 and Payment Plan Status Report for July 2016, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone 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 Requisition #562 in the Amount of \$345,203.93 approving Accounts Payable Vouchers, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board unanimously approved Requisitions #3403 through #3442 in the amount of \$721,521.02 from the Renewal and Replacement List, with affirmative votes from Ms. Capri, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Comments:

Ms. Carolan noted that the Fall Festival is scheduled for 9/17.

Mr. Wiest reported that our new ability to customize bills for individual customers will soon lead to better communicating meter reading information about compound meters and meter change outs.

Mr. Wiest noted that we changed to the US Postal Service's full service postage program and expects the savings we get out of this will exceed \$10,000 annually.

Mr. Wiest said that audit field work starts in September.

Mr. Wiest noted that Jane Rottau is back to work on light duty and is scheduled to retake the Qualified Purchasing Agent (QPA) exam in December. We have written a letter to the Division of Local Government Services requesting an extension to continue using the benefits associated with a QPA. We are awaiting their decision.

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