

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

November 16, 2017

Vice Chairman Francescone 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
Cheryl Coco-Capri	Secretary
Geraldine Nardello	Member
Elwood Knight	Member

Also in attendance were:

Kelly Grant	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

There was no public comment

Minutes

Following a motion made by Mr. Knight, and seconded by Ms. Nardello, the Board unanimously approved the minutes for the October 19, 2017 Regular Meeting, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Francescone, Mr. Smith and Ms. Capri.

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

Developments/New Connections

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2017-11-112 Resolution Approving Release of the Performance Bonds for the Ravenscliff II (Providence Subdivision), 4900 Church Road, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Mr. Smith and Ms. Nardello.

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

Operations

Water System Summary

Ms. Carolan noted that there was 1 leak since the last meeting in Stonegate and the line is one of the future target areas for replacement, Oliphant Drive.

Ms. Carolan reported an update on the residence with lead levels detected at 612 Orchard – the sample was taken from a basement sink that had not been used – a new sample was taken from the kitchen sink and tested okay.

Ms. Carolan noted that we are in the process of replacing 26 hydrants that have problems and over half are completed.

Ms. Carolan said we experienced lower than normal levels of chlorine last week even though State requirements were met, we are in the process of monitoring NJAWC sources.

Ms. Carolan also noted that the Water Quality Accountability Act was signed into law by the Governor and became effective 10/20/17. A summary sheet was distributed and discussed.

Ms. Carolan said the law relates to additional minimum requirements components within the distribution system, plus cybersecurity and asset management.

Ms. Carolan added that the Authority will need to make some modifications for compliance which should not be overwhelming for us due to the setup of our operations; however, we are in the process of assessing related manpower needs.

Wastewater System Summary

Ms. Carolan reported 4 pumping stations are operating out of normal parameters.

Ms Carolan added that the emergency generator at the plant is out of service and we do not have trailer mounted generator of that capacity since it's extremely large. If there is a power outage, we would not be able to disinfect via the UV; however, a backup plan is in place to chlorinate if necessary.

Ms. Carolan noted that the pumping station at the sewer plant is back in service.

Ms. Carolan explained in detail the issue with wipes and how they affect the sewer system at every level of treatment.

Ms. Carolan reported that DRBC is requiring substantial additional sampling of our effluent (and another 25 facilities) from 2018 through 2020; we are in the process of assessing our additional lab cost and impact to manpower in order to comply. She added that DRBC estimated the additional lab cost at \$500/month; however, we believe this is shy of actual increased cost.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

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 new SCADA systems are running at both plants.

The contractor has completed the change order work requested by the Authority. This change order work included upgrades to the video/security system at Elbo Lane WTP and remote water facilities and tank sites, and connection of a new level transducer at Well 3.

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.

A recent inspection indicates that the contractor has completed all punch list work and final payment is recommended.

Wharton Road Water Main Replacement

No change in status. This project included replacement of approximately 240' water main. 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 has been in service since fall 2016. The contractor's surveyor is in the process of collecting the additional information needed to complete the as-built drawings.

At our direction, in December 2016 another contractor milled, regraded and repaved the area where water was ponding at the location of a previous water main break. The repaving corrected some of the ponding problem; however, there are still areas that do not drain. We are investigating other methods to correct the problem.

Additional questions were raised by Authority personnel regarding the GIS as-builts submitted by the contractor. We are currently investigating these questions and responding to the Authority.

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

No change in status. This project included 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. All work was completed by early 2017 except for punch list items, as-builts and closeout documentation.

Electrical as-builts were submitted, reviewed and returned to the contractor for correction.

Hartford Road WPCF UV Tank Slide Gate Replacement

No change in status. The purpose of this project was to replace slide gates at the UV tank which are used to isolate the UV4000 and UV3000 systems and to replace the structure which houses the UV controls. 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 have been installed and inspected by the manufacturer. The UV system has been in operation since March 2017.

Electrical as-builts were submitted, reviewed and returned to the contractor for correction.

Grant Road and St. Andrews Drive Water Main Replacements

No change in status. This project includes the replacement of 990 feet of 6" water main with 8" water main on Grant Road, and the replacement of 1,140 feet of 6" water main on St. Andrews Drive and St. Andrews Court.

RTW Construction, Inc. was awarded the contract in the amount of \$667,155.00 at the October 2016 meeting.

The contractor has completed all water main work on South St. Andrews Drive and Grant Road. On South St. Andrews, the final paving was completed by the Township's contractor under their road program.

Final road restoration on Grant Road has been completed. Punch list items remain to be completed.

Hartford Road Force Main Replacement- Phase I

The project includes the installation of approximately 2,600 LF of 24" and 160 LF of 20" force main on Hartford and Union Mill Roads. Approximately 2,200 LF of 2" and 2 ½" PVC force main will also be installed to collect wastewater from existing and future properties along Hartford Road. The contract was awarded to Montana Construction Corp. in the amount of \$2,561,111.00 at the Authority's May 18 meeting.

The contractor completed the installation of the two 24" wye fitting on the old force main, which is needed for the tie-in of the new force main. The contractor has also installed approximately 2,470 out of 2,600 feet (95%) of 24" force main and all of the 2" force main. The contractor is currently working on pipe installation near the Union Mill Road intersection and is preparing to tie-in the Larchmont pumping station.

Hartford Road WPCF Pump Station Upgrade

No change in status. This project includes the replacement of pumps, controls and other equipment for the pump station located at the treatment plant. The station is an integral part of the plant since it collects drainage from a number of facilities throughout the plant. A contract in the amount of \$368,200.00, was awarded to TKT Construction Co., Inc. at the Authority's April 20, 2017 meeting.

The majority of the work has been completed and the new station is operational. Tie-in of the new equipment to the existing plant SCADA system and site restoration work remains to be completed.

Atrium Pump Station Upgrade

The station flows and design criteria for sizing the new pumps have been finalized. We are now proceeding with the preparation of plans and specs for upgrade of the station, which generally will include replacement of pumps and electrical controls. The Authority has also decided to include electrical upgrade work at the Hooten Road pump station in this project.

Liberty Road and Lincoln Drive Water Main Replacements

This project includes the replacement of approximately 2,200 LF of water main on Liberty Road (2nd half), Lincoln Drive and Stuyvesant Place. The contract in the amount of \$666,472.00 was awarded to RTW Construction, Inc. at the Authority's July 19 meeting.

The contractor is working on the water main installation on Liberty Road.

FY-2017 Pump Station Painting

The contract in the amount of \$92,000.00, was awarded to Ascend Construction Management at the Authority's April 20, 2017 meeting for corrosion control painting at 4 of the Authority's sanitary sewer pump stations (Bridlewood, East Gate II, Laurel Ponds, and Turnpike).

The contractor has completed the painting of all four stations. Touchup work remains to be completed.

Hartford Road WPCF Warehouse to Garage Conversion

No change in status. The purpose of this project is to convert the existing warehouse at the Hartford Road WPCF to a vehicle storage garage for several of the Authority's large vehicles which require tempered storage. Currently the vehicles are stored at the Commerce Tank and 85 Elbo facilities. One existing garage door will be replaced and 2 new garage doors will be installed. Paving for access to the new garage doors and storage will also be provided. The plans and specs are complete and have been provided to the Authority for review. The Authority plans to apply for funding for this project from the NJ Environmental Infrastructure Trust.

Hartford Road WPCF Tank Repairs

No change in status. This project includes rehabilitation of the 2 primary clarifiers, secondary clarifier No. 2 and the sludge thickener tank at the sewage treatment plant. New clarifier drives, sludge and scum collection equipment, bar screens, electrical equipment and other associated equipment or devices will be rehabilitated or replaced. Design continues. The Authority plans to apply for funding for this project from the NJ Environmental Infrastructure Trust.

Briggs Road Pump Station Force Main Replacement

No change in status. This project is for replacement of the existing pump station force main from the pump station to and including the connection to the main force main in Union Mill Road. The plans and specs are substantially complete and have been forwarded to the Authority for review. It appears that the Authority now intends to finance this work through the NJEIT and that finalization of this contract will be tied to other pump station force main work that will also be financed.

Millstream Pump Station Force Main Connection Replacement

The Authority has authorized Alaimo to prepare plans and specs for the replacement of the existing pump station force main connection to the main force main in Union Mill Road at Walton Avenue. Design drawings have been completed and the specs are being prepared. This project will be financed through the NJEIT.

Library Pump Station Force Main Connection Replacement

The Authority authorized Alaimo to prepare plans and specs for the replacement of the existing pump station force main connection to the main force main in Union Mill Road at Moorestown Mount Laurel Road. Survey work has been completed. Since the County recently paved this intersection there is a question as to whether the County will permit any work to be performed in the intersection. If this project proceeds, it will be financed through the NJEIT.

Union Mill Farms Pump Station Flow Diversion Study

No change in status. Currently the Union Mill Farms Pump Station discharges directly into the 24" force main in Union Mill Road. The Authority has authorized a study to determine if it would be possible to redirect the flow from the Union Mill Farms Pump Station so that it discharges into a gravity sewer main which flows to the Holiday Village East Pump Station. This would eliminate one of the connections to the main force main system and it is thought that the Holiday Village East Pump Station has sufficient excess capacity to handle the additional flow. Flow meters will be installed on both stations to determine the existing flows and excess capacities.

Hartford Road WPCF Orbal Aerator Repairs

The Authority has authorized the preparation of plans and specs for the repair of broken discs and hoods on some of the aerators on the orbal tank. When the aerators are repaired the cell channels will also be cleaned.

Well No. 4 Redevelopment and Pump Repair

We are preparing specs for the redevelopment of Well No. 4, including the removal and repair of the existing installed well pump and the installation of the spare pump stored at 81 Elbo Lane.

Generator Replacement – 85 Elbo Lane

We have been authorized to prepare plans and specs for the replacement of the generator located at 85 Elbo Lane. This generator will supply emergency power to Well No. 4, the garage located at that site and the engineering warehouse building located at 81 Elo Lane.

Closed Session

A motion was made by Ms. Nardello, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2017-11-113 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 8:00 p.m.

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

Regulatory Matters, Litigation and Potential Litigation, Personnel and Collective Bargaining Agreement – 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 Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Nardello.

Contracts

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2017-11-114 Resolution Approving Change Order No. 2 for Contract No. 2015-9, St. David Drive Water Main Replacement, with affirmative votes from Ms. Capri, Mr. Knight, 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 Resolution No. 2017-11-115 Resolution Concerning Reviewing of Annual Audit Report for Fiscal Year ending June 30, 2017 and Group Affidavit (signed by all members – three original copies), with affirmative votes from Ms. Capri, Mr. Knight, 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. 2017-11-116 Resolution Regarding Corrective Action Plan Adopted in Response to Annual Audit Report for Fiscal Year ending June 30, 2017, with affirmative votes from Ms. Capri, Mr. Knight, 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 the Treasurer’s Report for September 2017 and Payment Plan Status Report for October 2017, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, 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 #577 in the Amount of \$706,404.60 approving Accounts Payable Vouchers, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

No Acquisition and Construction payments this month.

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Requisitions #3965 through #3986 in the amount of \$1,097,538.48 from the Renewal and Replacement List, with affirmative votes from Ms. Capri, Mr. Knight, Ms. Nardello, Mr. Francescone and Mr. Smith.

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

Comments:

Ms. Carolan said there has been someone dumping trash at 81 Elbo Lane dumpster which has been caught on camera; we involved the police and they are aware of who it is.

Ms. Carolan said there are 3 employees retiring at the end of the year, Brian Dippolito, Billy Jack and Mark Gill and a luncheon is being held for them on 12/8/17 and all are welcome to attend.

Ms. Carolan noted that there have been several tours of facilities this month: Rowan College at Burlington County’s Environmental Sustainability class, Doane Academy’s 11th grade Strong Ethical Leaders class and BCIT’s Advanced Wastewater class.

Ms. Carolan also noted that there is a new water fountain at this facility that can fill water bottles.

Following a motion made by Mr. Francescone, seconded by Ms. Nardello, and with unanimous agreement from the members, the meeting was adjourned at 9:15 p.m.