

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

October 19, 2017

Vice Chairman Francescone called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:00 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
Brian Scott	Human Resource Director
Theresa Trumbetti	Stenographer

Vice Chairman Francescone 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 Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved the minutes for the September 21, 2017 Regular Meeting, with affirmative votes from Mr. Knight, Ms. Nardello, Mr. Francescone and Ms. Capri.

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

Developments/New Connections

Following a motion made by Ms. Capri, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2017-10-106 Resolution Approving Accepting Dedication of Underground Water and Sewer Utility System for the Dunkin Donuts (3330 Route 38) Project, with affirmative votes from Ms. Capri, Mr. Knight, Francescone and Ms. Nardello.

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

Operations**Water System Summary**

Ms. Carolan noted that there was 1 leak since the last meeting and hydrant flushing has been completed.

Ms. Carolan added that 23 hydrants were repaired by MUA personnel.

Ms. Carolan said that on 10/1/17 we switched to purchase from NJAWC for the Off-Peak term, and 10/3/17 began recharging the ASR which had been run on recovery mode until 9/30/17. There is 33 MG still stored and it will be carried over and banked until the next cycle.

Ms. Carolan said that pursuant to our contract we are purchasing 2.6 MGD from NJAWC. We have reduced purchase from Willingboro in an effort to use up our own allocation however it is likely that we will not meet our minimum purchase requirement from Willingboro and we will not get all our own water out of the ground.

Ms. Carolan noted that lead and copper sampling takes place every 3 years because we are at minimal risk due to having no lead pipes. The only source would be solder present in a homes. Homes were sampled over the summer and one home was over the limit. The homeowner has been informed and we are investigating and retesting even though it is not required.

Wastewater System Summary

Ms. Carolan reported 2 pumping stations are operating out of normal parameters. At the sewer plant, one of the sludge dewatering belt filter presses is out of service for another month and we are waiting for a part.

Ms. Carolan noted that one emergency generator is out of service.

Ms. Carolan said that the DEP office of quality assurance performed an inspection of the certified laboratory; we needed to update a few procedures which now complete.

Presentation of Engineer's Status Report

Mr. Trice presented the report.

Hartford Road WPCF Final Clarifier No. 1 Rehabilitation

Ms. Carolan reported that the 2-year maintenance bond inspection was performed; staff recommends that the bond is released tonight.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

No change in status. 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 is currently working on change order work requested by the Authority. This change order work in the amount of \$62,270.00 includes 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. Approximately 90% of the change order work has been completed.

St. David Drive Road Water Main Replacement

The project included the replacement of approximately 1,700' of water main in St. David Ct and part of St. David Drive. The contract in the amount of \$414,000.00 was awarded to DSC Construction, Inc. at the Authority's June 16, 2016 meeting. The new mains have been in service since December 2016.

A recent inspection indicates that the contractor has completed all punch list work.

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

This project included 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 Ct. 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 1/2" 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 24" wye fitting on the old force main, which is needed for the tie-in of the new force main. When the contractor initially completed the wye fitting installation and was attempting to remove the temporary bypass piping and place the existing main back in service the existing main broke. The break was a hole in the top of the pipe adjacent to a bell fitting similar to other breaks on this force main. The contractor repaired the pipe using a sleeve provided by the Authority and was able to put the main back in service with no further breaks. The contractor has installed approximately 1,100 out of 2,600 feet (42%) of 24" force main and 1,010 out of 1,090 feet (92%) of 2" force main.

Hartford Road WPCF Pump Station Upgrade

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

A site visit was held with Authority personnel to discuss the scope of work (SOW). The SOW includes primarily electrical upgrades similar to those recently completed at other stations.

Additional flow metering data has been reviewed and it has been determined that the existing flows are less than previously anticipated and that the existing wet well has adequate capacity; however, it appears that the pumps are not correctly sized for the existing flows and should be replaced and variable frequency drives should be installed so that the pumps can handle a wider range of station flows.

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.

Shop drawings have been submitted for approval. Pipe work is scheduled to start the week of October 23.

FY-2017 Pump Station Painting

A 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 painting three of the four stations and should complete the fourth station this week.

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.

Mr. Smith arrived at this time.

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

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. Survey work is being completed. This project will be financed through the NJEIT.

Library 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 Moorestown Mount Laurel Road. Survey work is being completed. This project will be financed through the NJEIT.

Union Mill Farms Pump Station Flow Diversion Study

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 capacity.

Closed Session

A motion was made by Ms. Nardello, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2017-10-107 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 7:40 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. Knight, and seconded by Ms. Nardello and with unanimous agreement from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Nardello.

Contracts

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2017-10-108 Resolution Authorizing Release of Maintenance Bond for Hartford Road WPCF, Peripheral Clarifier No. 1 Rehabilitation – MUA Contract No. 2014-18, 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 Ms. Nardello, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2017-10-109 Resolution Approving Change Order No. 1, Contract No. 2016-09, Grant Avenue and South St. Andrews 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

Following a motion made by Mr. Francescone, and seconded by Ms. Nardello, the Board unanimously approved Resolution No. 2017-10-110 Resolution Approving Award of Contract Following Receipt of Competitive Bids to Rio Supply, Inc. for Water Meters, Contract No. 2017-14, 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 Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2017-10-111 Resolution Authorizing Advertisement of Notice of Request, Solicitation and Invitation for Proposals for Various Annual Appointments for Professional Services, with affirmative votes from Ms. Capri, Mr. Knight, Francescone, Ms. Nardello and Mr. Smith.

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

Ms. Carolan noted that the committee can meet in January; the Board indicated they'll determine specifics at the November meeting.

Accounting and Financial

Following a motion made by Ms. Nardello, and seconded by Mr. Francescone, the Board unanimously approved the Treasurer's Report for August 2017 and Payment Plan Status Report for September 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. Capri, and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for July 2017 which was tabled during September 21, 2017 meeting, 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 #576 in the Amount of \$760,538.68 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 #3924 through #3964 in the amount of \$1,293,846.92 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 recently were 2 public education events. One on 10/4/17 – fire prevention at Wegman's and 10/10/17 – Rutgers NJ Environmental Steward Program presentation and tours of plants.

Mr. Wiest noted that audit field work is finished and the exit conference will be held next week.

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.