

**EVESHAM MUNICIPAL UTILITIES AUTHORITY****Meeting Minutes from January 6, 2016**

Assistant Secretary Tencza read the opening statement as follows:

Adequate public notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Assistant Executive Director of Business of the Evesham Municipal Utilities Authority in the following manner:

1. Posting written notice on the official bulletin board at the Evesham Municipal Utilities Authority, Evesham Township Building, 984 Tuckerton Road, Marlton, NJ on March 12, 2015.
2. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record on March 12, 2015.
3. Posting written notice on the official Evesham MUA website on March 12, 2015.
4. Filing written notice with the Clerks of Evesham and Medford on March 12, 2015.

This statement shall be entered into the minutes of this meeting.

**Roll Call**

Present: Fiscaro, Morton, Waters, Tencza, Wessner (7:35pm)

Alternate: Lutner, Hassall

Absent:

Also Present: Engineer Simpson, Executive Director Rollins, Deputy Executive Director of Operations Lender, Board Secretary Rubin, Assistant Executive Director of Business Puszcz, General Counsel Drollas (8:10pm)

**Members of the Public:**

Councilman Bob DiEnna

Phil Warren of 357 Holly Rd

Chairman Fiscaro called the meeting to order at 7:30 P.M.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**December 10, 2015** – On motion by Morton, seconded by Lutner, it was moved to approve the minutes of December 10, 2015.

RECORDED VOTE:        AYE: Morton, Lutner, Fiscaro  
                              NAY: None  
                              ABSTAIN: Tencza, Waters

MOTION CARRIED: 3-0-2

**PUBLIC COMMENT**

None

**FINANCIAL**

**Resolution 2016-1: Payment of Bills**

There was a review and discussion of the bills. On motion by Waters, seconded by Tencza, it was moved to adopt **Resolution #2016-1** approving the payment of the December 2015 bills.

RECORDED VOTE:    AYE: Morton, Tencza, Waters, Lutner, Fiscaro  
                              NAY: None  
                              ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-2: Refunds, Credits & Cancellations** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2016-2** approving the December 2015 refunds, credits & cancellations.

RECORDED VOTE:    AYE: Morton, Tencza, Waters, Lutner, Fiscaro  
                              NAY: None  
                              ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-3: Award of Emergency Contract in excess of \$6,000** –On motion by Waters, seconded by Morton, it was moved to adopt **Resolution 2016-3** awarding an emergency contract in excess of \$6,000 to Henkels & McCoy, Inc. in the amount of \$10,000 to repair a water main break on Route 70 in front of Advanced Auto, Route 70, on December 3, 2015. Conversation ensued between Chairman Fiscaro, Deputy

Director Lender and Engineer Simpson in reference to replacing pipes in this area and the problem that they currently are not placed deep enough - only 3 feet down.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Lutner, Fiscaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-4: Award of Contract in excess of \$6,000** – On motion by Lutner, seconded by Morton it was moved to adopt **Resolution 2016-4**, awarding a contract in excess of \$6,000 to Protection 1 Security Solutions in the amount of \$8,176.88 for the installation and monitoring of an intrusion alarm system at the Elmwood & Woodstream Plants. Executive Director Rollins explained that the current aged system has had a lot of phantom alarms resulting in overtime for call ins during non-working hours.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fiscaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-5: Award of Contract in excess of \$6,000** - On motion by Tencza, seconded by Waters, it was moved to adopt **Resolution 2016-5** authorizing award of contract in excess of \$6,000 to A.C. Schultes Inc. in the amount of \$10,841 for the replacement of a Deming 5062 Pump #2 at the Brick Road Interconnect. Deputy Director Lender explained the casing inside this pump is showing wear.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fiscaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-6: Authorization to advertise for proposals** –On motion by Waters, seconded by Morton, it was moved to adopt **Resolution 2016-6** authorizing advertisement for proposals to upgrade lift station telemetry to a cellular communication system. Deputy Director Lender explained the history, current cost and the projected savings with the new system as well as the anticipated reduction in phantom alarms. This upgrade is for all 24 lift stations.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**MOTION to approve proposal from All Covered** –On motion by Waters, seconded by Wessner, it was moved to approve a proposal from All Covered in the amount of \$11,382 for a project involving a Cisco ASA Series Firewall Installation, Cisco Site to Site VPN configuration and a new Dell switch installation. Deputy Director Lender explained that we contracted with Comcast to update our internet, but we are unable to use it to its full potential because the current switches are out of date and not compatible.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2016-9: Award of Contract in excess of \$6,000** – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution 2016-9** awarding a contract in excess of \$6,000 to Complete Control Services, Inc. in the amount of \$8,350 for the replacement of WAS Flowmeters at Woodstream Plant. Deputy Director Lender explained WAS stands for Waste Activated Sludge. The current meters have failed and need to be replaced.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

### **EXECUTIVE DIRECTOR'S REPORT**

No Permit violations.

There was a sewer main blockage December 23<sup>rd</sup> on Conestoga Drive, which caused a sewer back up in one of the homes. Clean up assistance was provided as well as Title 59 Tort claim forms for insurance reporting. The blockage was caused by root infiltration to the sewer main. The tree has since been removed and the roots have been cleared out of the sewer main.

Since Jan 1, 2016 there have been three water main breaks.

**Resolution 2016-8: Approval of proposal** – On motion by Waters, seconded by Tencza, it was moved to adopt **Resolution 2016-8** approving a proposal from Suplee, Clooney & Company not to exceed \$10,000 for a study for Capital Improvement Financing Strategy. Executive Director Rollins explained that he wants to fully investigate Capital Improvement projects for the next fiscal year with this study. Chairman Fisicaro referenced the December board meeting when some customers who are senior citizens attended and the Board advised that the MUA would look into offering a more inclusive senior citizen discount than is currently provided. This study will also be used to investigate this further.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**MOTION to approve proposal** - On motion by Waters, seconded by Tencza, it was moved to approve part of a proposal from T&M Associates which only pertains to testing in regards to the Elmwood/ Woodstream Wastewater Treatment Plant Upgrades in the amount of \$21,800. Executive Director Rollins stated this is a change order related to the Energy Conservation Project. This change is specifically for the Woodstream Plant which has experienced electrical problems, insufficient air to the plant, and excessive noise. T&M has devised a plan to pinpoint where the resistance is within the system. Chairman Fisicaro and Engineer Simpson had a discussion on T&M's design and the possible defects. It was decided the board will at this time only approve the test which will cost \$21,800. If it turns out the problem is in the design, the MUA pays nothing and T&M absorbs the cost of the testing. The proposal will not be approved as currently presented by T&M in the amount of \$78,300. Engineer Simpson suggested change order approval in steps to ensure the work is done to our satisfaction and is working properly.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

### **DEPUTY EXECUTIVE DIRECTOR REPORT**

Deputy Executive Director Lender provided an update on the high water bill complaints received from residents in the Village Greenes. There were 24 complaints received. We are currently still waiting on a response from 3 of these customers to complete the

investigation. No meter or billing problems have been discovered throughout this process. All of the residents in question are back to normal usage. Alternate Lutner stated that he had spoken to some of the residents. They were all happy with the professionalism and attention received from Authority personnel.

Chairman Fiscaro requested that Deputy Director Lender notify the school district any time there is a water main break so they can notify the parents.

### **ENGINEER'S REPORT**

Engineer Simpson gave an update on the 10 year capital study. Possibly another two weeks before it is complete.

**Update: South Side Water Storage Tank** – No change in status.

**Update: Merchants Way Water Tank Painting** – Painting is completed. The tank is disinfected. Deputy Director Lender stated that once it is tested and cleared of any bacteria, it will be refilled.

**Update: ASR Well 13/14 Treatment Program** – Water allocation permit has been approved. Once that copy is received and the language is verified, treatment can ensue.

**Update: Elmwood/Woodstream SCADA** – Contractor's work is complete. A certificate of completion was issued just before the holidays. There is a change order is on the agenda. These are changes were requested by plant operators and approved by Deputy Director Lender and Engineer Simpson, which will result in some additional time. The additional 86 days requested is in order for the contractor to order the necessary equipment and install it.

**Resolution 2016-7: Approval of Change Order #3** –On motion by Morton, seconded by Waters, it was moved to adopt **Resolution 2016-7** approving Change Order #3 in the amount of \$14,550 plus an additional 86 calendar days, payable to Allied Control Services, Inc. for modifications to existing SCADA Systems at various locations at Woodstream Plant.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fiscaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Update: Elmwood/Woodstream Energy Improvements** – Continue to assist the Authority is evaluating a proposed change in scope request as discussed earlier.

**Update: Locust Avenue Pumping Station** – Hopefully will receive the survey for as-builts will be complete this month.

**Update: Waterview Court Water Main Replacement** – Houses have all been connected to the new water main.

**Update: Defense Drive Utility Replacement** – Working to complete the design.

**Update: Elmwood Sludge Dewatering** – Will get back on this after the Capital Study is complete.

**Update: Well 6 Redevelopment** – The repaired pump has been reinstalled. Final testing still needs to be performed. Should be back on line by the end of this week.

**Update: South Cropwell Road Sewer Main Lining** – Contractor has not submitted a final report including video and has not yet requested payment.

**Update: Hamilton Road Improvements including Manhole Casting Resetting** – Contract was awarded to Arawak. A notice to proceed in March was issued. The plan is to construct ramps around the manholes to facilitate snow plowing until the project commences in March. In the meantime we are going to get a different contractor to construct the ramps around the manholes as negotiations with Arawak have been unsuccessful.

**Update: Well 4 Emergency Generator** –In design, a couple months away.

**New Item: Heritage Village Utility Study**

**MOTION to approve proposal** – On motion by Waters, seconded by Wessner, it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$8,500 to conduct a study for the replacement or rehabilitation of sewer pipes and manholes plus water mains for Heritage Village.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fiscaro  
 NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**MOTION to approve S-1** – On motion by Waters, seconded by Tencza, it was moved to adopt approve the S-1 for Burns Buick GMC, Inc. for Burns Carwash, 600 Marlton Pike West.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fiscaro

NAY: None  
ABSTAIN: None

MOTION CARRIED: 5-0-0

**MOTION to approve S-2/W-2** – On motion by Waters, seconded by Tencza, it was moved to approve the S-2/W-2 for Fieldstone Associates, LP at Barclay Chase.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
NAY: None  
ABSTAIN: None

MOTION CARRIED: 5-0-0

There was a motion to adjourn by Morton, seconded by Waters. The meeting was adjourned at 8:18 P.M.

RECORDED VOTE: AYE: Morton, Tencza, Waters, Wessner, Fisicaro  
NAY: None  
ABSTAIN: None

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for February 3, 2016 at 7:30pm.

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Joan A. Ludlam  
Secretary

APPROVED BY THE BOARD: \_\_\_\_\_