

EVESHAM MUNICIPAL UTILITIES AUTHORITY**Meeting Minutes from June 1, 2016**

Vice Chairman Waters 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 February 5, 2016.
2. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record on February 5, 2016.
3. Posting written notice on the official Evesham MUA website on February 5, 2016.
4. Filing written notice with the Clerks of Evesham and Medford on February 5, 2016.

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

Roll Call

Present: Fisicaro, Morton, Waters, Tencza, Czerniecki

Also Present: Engineer Simpson, General Council Drollas, Executive Director Rollins, Assistant Executive Director of Business Puszcz, and Board Secretary Rubin

Members of the Public:

Councilman Bob Di Enna – 8 Eustace Terrace

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

PLEDGE OF ALLEGIANCE

2016. Executive Director Rollins explained this is the controller for the processor that runs the chlorination of the Booster Station. The other option is to replace the entire system which would be far more expensive. This replaced PLC will give us another five years at least while we explore options for upgrades.

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

MOTION CARRIED: 5-0-0

Resolution 2016-55: Award of Contract in excess of \$6,000

On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2016-55** awarding contract to Robert J McGraw Jr. Commercial Doors and Hardware in the amount of \$6,645.00 for the replacement of doors in the Wet Well at Woodstream Plant. Executive Director Rollins explained these doors are exposed to sulfide gas and tend to erode. This contract includes the purchase of galvanized doors and painting with corrosive resistant paint.

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

MOTION CARRIED: 5-0-0

Resolution 2016-56: Award of Contract in excess of \$6,000

On motion by Waters, seconded by Tencza, it was moved to adopt **Resolution #2016-56** awarding contract under Non Fair and Open to Bendlin, Inc. in the amount of \$24,875.00 for the replacement of the Lower Works Comminutor at the Roadside Pump Station. Executive Director Rollins explained that the comminutor acts as the influent wet well to Kings Grant Plant. It incurs a significant amount of flow which results in wear and tear. The comminutor breaks down any material that could damage and jam pumps.

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

MOTION CARRIED: 5-0-0

Resolution 2016-57: Authorizing Professional Contract

On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2016-57** authorizing the appointment of T&M Associates for professional engineering services in regards to the Waste Water Treatment Plant Upgrades and Pay for Performance both for Energy Conservation at Elmwood and Woodstream Plants. Executive Director of Business Puszcz explained that this engineering firm has been handling both the plant upgrades and pay for performance – both for energy conservation. Their contract expired and this award allows them to continue to provide engineering services for these energy conservation projects.

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

MOTION CARRIED: 5-0-0

Resolution 2016-58: Adoption of water and sewer budget for FY 17

On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2016-58** authorizing the adoption of the water and sewer budget for FY 17. Executive Director of Business Puszcz explained this budget was approved by the board and consequently, the Department of Community Affairs, in May.

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

MOTION CARRIED: 4-0-1

Resolution 2016-61: Cancellation of scheduled rate increase

On motion by Morton, seconded by Waters, it was moved to adopt **Resolution #2016-61** authorizing the cancellation of a scheduled rate increase, which would have been effective July 1, 2016. Executive Director of Business Puszcz explained this rate increase was in anticipation of an increase in our operating budget for fiscal year 17, and to reduce our dependency on connection fees; however we actually reduced our operating budget for fiscal year 17, and consequently, our dependency on the connection fees. It was determined that the scheduled rate increase is no longer necessary. We will continue to monitor rates for fiscal year 18.

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

MOTION CARRIED: 5-0-0

Resolution 2016-59: Award of Contract under Extraordinary, Unspecifiable Services - On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2016-59** authorizing award of contract to Mutual of Omaha, for a two year period to provide disability insurance to Authority employees, for a total contract price of \$31,251.68. Executive Director of Business Puszcz explained the Authority's current disability policy is with MetLife, which expires the end of July. Proposals were received and Mutual of Omaha submitted a quote with a guaranteed rate for 2 years and results in a savings of \$3,300 per year over the current contract with MetLife.

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

MOTION CARRIED: 5-0-0

Resolution 2016-60: Award of Emergency Contract in excess of \$6,000
 On motion by Morton, seconded by Waters, it was moved to adopt **Resolution #2016-60** authorizing award of contract to Henkels and McCoy in the amount of \$10,000 for repairs of a sewer force main break on Church Road. Executive Director Rollins stated this was the sewer force main on Defense Drive which occurred on May 20, 2016.

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

MOTION CARRIED: 5-0-0

Resolution 2016-62: Authorization of a Two Year Contract Extension
 On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2016-62** awarding a two year contract extension for Certified Environmental Laboratory Testing Services for a total contract price of \$33,995.20 to Eurofins QC, Inc. Executive Director Rollins stated that these are laboratory services which are beyond what the Elmwood lab is able to perform. The testing is mainly for drinking water and some nutrients for wastewater.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

We are still in violation of our Nitrate limits at the Elmwood Plant in regards to the Wastewater Treatment Plant Upgrades for Energy Conservation. We are still under an affirmative defense, but the NJ DEP is now looking more closely at our position and is expecting us to achieve compliance in the month of June or we'll have to go off the "auto" mode and operate in manual mode to achieve compliance.

There was a water main break on Merion Rd., May 27th. This was all repaired on the day it was reported and did not result in any additional overtime.

There was a force main break between Defense Drive and Tenby Drive on May 20th. The pipe, which runs through a farm field, failed. Henkels and McCoy repaired the force main. This force main also broke April 30th. We were hoping to award a contract for Defense Drive utilities improvements tonight, which is a planned project under our Capital Improvement Plan at this meeting, but are unable to, which will be explained by the Consulting Engineer.

Gloucester County Utility Authority is currently revamping their incinerator, which began March 31st and we are unable to deliver approximately 2,000 gallon loads of grease which are routinely removed from our lift stations and influent pump stations at the treatment plants. In the past we have transported the grease to Gloucester County Utility Authority where it is incinerated at a cost of approximately \$200 per load, plus labor and wear and tear on the truck. In response, our employees constructed their own receiving station for this material at the Elmwood Plant. So far this is working out well and has resulted in a savings of time, money and wear and tear on our vehicles. Estimated savings for 2016 is \$25,267.

The basins at the old Aerohaven site on Kettle Run Road receives the wastewater discharge by Kings Grant Plant. The three basins, with the water that flows in there, supports frag mites and weeds. The basins have to be cleaned out annually and we received a proposal of \$28,560 for a contractor perform this service. Our employees looked into an alternative cost savings solution by renting the equipment for \$6,800 and performing the work in-house, saving the Authority \$23,560.

It was recommended that recognition be given to the employees who went above and beyond resulting in a savings of money and equipment wear and tear in both of these situations. Executive Director Rollins will work on this.

We received the annual system inspection report from the consulting engineer, which recommended the following capital improvements: Redevelopment of Wells 5 and 9; installation of Muni-Pak well screen in Well 14; moving forward with iron removal treatment at Well 13; Replacement and rehabilitation aging water and sewer mains throughout the service areas, specifically: Route 70 water main, Route 70 sewer main,

Maple Ave water main, Knox Blvd water and sewer mains and Heritage Village water and sewer mains (Phase I); Locust Avenue lift station upgrades (in design); replacement of the sludge filter press at Elmwood Plant and replacement of the UV disinfection equipment at Woodstream. It is the recommendation of Executive Director Rollins that these are all necessary projects that should be seriously considered by the board.

ENGINEER'S REPORT

Update: South Side Water Storage Tank – Still working on obtaining a report on suitable properties.

Update: Merchants Way Water Tank Painting – Processing final payment, should have estimate next month.

Update: ASR Well 13/14 Treatment Program – State has authorized the use of recovered water from other wells. The design is in review to see what needs to be updated. Drawings and specifications have to be changed to meet updated code. Costs should be available next month.

Update: Elmwood/Woodstream SCADA – Minor punch list work needs to be completed.

Update: Elmwood/Woodstream Energy Improvements – Reviewing items received from Executive Director Rollins.

Update: Locust Avenue Pumping Station – Met with Authority staff last week and will be incorporating their requirements into the design.

Update: Defense Drive Utility Relocation – Received bids last week. Allstate Landscaping Construction submitted the low bid of \$249,280. The second low bidder, Spencer Maussner, Inc. has filed a protest regarding Allstate's certification of stock holder disclosure. Upon investigation by the consulting engineer, their protest was deemed legitimate; however, the other two proposals received are significantly higher than the engineer's estimate and Authority's budget for this project. Therefore, it was recommended to reject all proposals and re-advertise for bids.

Resolution 2016-63: Rejection of all bids received

On motion by Morton, seconded by Waters, it was moved to adopt **Resolution #2016-63** rejecting all bids received for Defense Drive Utility Relocation and authorization to re-advertise due to the low bid being defective and the other two bids being over-budget.

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

MOTION CARRIED: 5-0-0

Update: Elmwood Sludge Dewatering – Complete. A report was submitted to staff. There is a recommendation for a centrifuge machine to replace belt filter presses and there is a proposal for the design of that equipment.

Update: Well 6 Redevelopment – Complete. Well is on-line and final payment is recommended.

Update: Hamilton Road Improvements – Complete, except for some punch list items.

Update: Well 4 Emergency Generator – Will be meeting with Authority staff to review design.

Update: Route 70 Water & Sewer Main Replacement – NJ Department of Transportation is suggesting they move in with their paving contractors; however, we still need to replace the water and sewer main. The engineers will meet with the Department of Transportation to discuss a resolution. The sewer main can be replaced without ripping up the new road, but the water main cannot.

Update: Woodstream UV Disinfection Upgrade – Design is under way.

Update: Elmwood WWTP Resiliency Study – On survey list.

New: Heritage Village Sewer Main – Phase 1

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$220,000 to provide design, bidding and construction services for the Heritage Village Sewer Main – Phase 1 project.

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

MOTION CARRIED: 5-0-0

New: Heritage Village Water Main – Phase 1

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$453,000 to provide design, bidding and construction services for the Heritage Village Water Main – Phase 1 project.

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

MOTION CARRIED: 5-0-0

New: Knox Boulevard Sewer Main

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$50,000 to provide design, bidding and construction services for the Knox Boulevard Sewer Main project.

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

MOTION CARRIED: 5-0-0

New: Knox Boulevard Water Main

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$200,000 to provide design, bidding and construction services for the Knox Boulevard Water Main project.

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

MOTION CARRIED: 5-0-0

New: Wells 5 & 9 Redevelopment and Pump Repairs

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$40,000 to provide specifications, bidding and construction services for the Wells 5 & 9 Redevelopment and Pump Repairs project.

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

MOTION CARRIED: 5-0-0

New: South Maple Avenue Water Main

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$150,000 to provide design, bidding and construction services for the South Maple Avenue Water Main project.

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

MOTION CARRIED: 5-0-0

New: Elmwood Sludge Dewatering Equipment

Motion to approve proposal – On motion by Waters, seconded by Morton it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$220,000 to prepare plans, specifications, construction administration and field observation services for the Elmwood Sludge Dewatering Equipment project.

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 – On motion by Morton, seconded by Waters it was moved to approve S-3/W-3 for EGA Realty Holdings, LLC for Marlton Tavern.

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

MOTION CARRIED: 5-0-0

Motion to approve S-1/W-1 – On motion by Morton, seconded by Waters it was moved to approve S-1/W-1 for RB Marlton Investors, LLC c/o RD Management Sunbird Plaza.

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

NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 – On motion by Morton, seconded by Waters it was moved to approve S-3/W-3 for Timber Ridge (Berkshire Woods).

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 – On motion by Morton, seconded by Waters it was moved to approve S-3/W-3 for Givnish Funeral Home.

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS – Member Czerniecki discussed the GEM Program with the board members. This will work with the Marlton Business Association, where an employee who goes above and beyond will be recognized. Member Czerniecki referenced the Authority employees for their innovative ideas in the Executive Director’s report and suggested an application be made to the GEM Program for their efforts.

Vice Chairman Waters cited some examples of a rewards program for the Authority employees.

Secretary Morton commended those involved in the budget preparation.

Assistant Secretary Tencza reiterated Secretary Morton’s commendation and also provided comments on a rewards program.

Executive Director Rollins reported on the lead testing being performed in the Marlton schools. He listed the schools that have been tested and expects all testing to be completed by the end of June. It was requested that once the testing in the schools were completed, if the township buildings could be tested.

Chairman Fiscaro requested that the board create a committee for shared services. Chairman Fiscaro suggested that himself, Member Czerniecki and Executive Director Rollins be on this committee to prepare for emergencies and how they would be handled.

There was a motion to adjourn by Waters, seconded by Tencza. The meeting was adjourned at 8:27 P.M.

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

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for July 6, 2016 at 7:30pm.

Joan A. Ludlam
Secretary

APPROVED BY THE BOARD: _____