

EVESHAM MUNICIPAL UTILITIES AUTHORITY**Meeting Minutes from November 2, 2016****Authority Board, Professionals and Staff in Attendance:**

Present: Fiscaro, Tencza, Czerniecki, Morton
Absent: Waters

Also Present: Executive Director Rollins, Assistant Executive Director of Business Puszcz, Deputy Executive Director Lender, Engineer Simpson, General Counsel Drollas

Members of the Public:

Kenneth Mills – 119 Meadow Lane

Phillip Warren – 357 Holly Road

MUA Employees:

Kerry Rehmann, Mike Pizzuti, Ken Workley, Kevin Gravinese, Rich Bock, TJ Lowden

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

Opening Statement:

Secretary Morton 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.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

October 5, 2016 – On motion by Tencza, seconded by Morton, it was moved to approve the minutes of October 5, 2016.

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

MOTION CARRIED: 4-0-0

PUBLIC COMMENT

Ken Mills, 119 Meadow Lane, inquired if the Authority Health Insurance Plan has saved money since leaving the State Health Benefits Plan. Commissioner Czerniecki responded to his question explaining that the State Health Benefits Plan is far ahead in increased premiums than the MUA portion has seen. Employees are asked to pay based on tiered income. Commissioner Czerniecki stated that the results vary depending on the overall use of coverage.

Resolution 2016-108: Recognition of Kerry Rehmann

On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2016-108** for the recognition of Kerry Rehmann. Executive Director Rollins read the resolution and congratulated Kerry for his contributions to the Authority. Chairman Fiscaro also congratulated Kerry and thanked him for his years of service. Kerry thanked everyone and said he enjoyed his years with the Authority, but was ready for retirement.

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

MOTION CARRIED: 4-0-0

FINANCIAL

Resolution 2016-105: Payment of Bills

On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2016-105** approving the payment of the October 2016 bills.

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

ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2016-106: Refunds, Credits & Cancellations – On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2016-106** approving the October 2016 refunds, credits & cancellations.

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

MOTION CARRIED: 4-0-0

Resolution 2016-107: Award of Contract in excess of \$6,000 – On motion by Czerniecki, seconded by Tencza, it was moved to adopt **Resolution #2016-107** awarding a contract to Smith & Loveless, Inc. in the amount of \$10,428 for replacement parts for the Pista grit removal system at Elmwood Plant. Deputy Executive Director Lender explained that this is the replacement of the internal parts of the Pista removal system, which is 26 years old and in need of replacement.

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

MOTION CARRIED: 4-0-0

Resolution 2016-110: Authorizing advertisement for Professional Appointments for 2017 – On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2016-110** authorizing advertisement for Professional appointments for 2017.

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

MOTION CARRIED: 4-0-0

Resolution 2016-112: Award of Contract for 3rd Party Electric Supply – On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2016-112** awarding a contract for a 3rd party electric supply to Hudson Energy Services, LLC in the amount of \$.0770/kWh for 5 Atlantic City Electric Meters. Chairman Fiscaro inquired about the rates through our current supplier. Assistant Executive Director of Business Puszcz responded that those are currently \$.08988/kWh. The current contract expires on March 1st. We will lock in this lower rate of \$.0770/kWh for three years.

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

MOTION CARRIED: 4-0-0

Resolution 2016-114: Award of Contract in excess of \$6,000 – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2016-114** awarding a contract to Perry Resources in the amount of \$11,856 for a 3 month contract for temporary office staffing services. Chairman Fiscaro explained that one employee has left employment and another employee will be out on sick leave.

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

MOTION CARRIED: 4-0-0

Resolution 2016-115: Award of Contract excess of \$6,000 – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2016-115** awarding a contract to J & J Staffing Resources in the amount of \$13,702 for a 3 month contract for temporary office staffing services. Chairman Fiscaro inquired about 2 different staffing agencies. Executive Director Rollins explained that 3 quotes were received, interviews were conducted, the 2 best candidates were chosen and it happened to be 2 different agencies. The plan is to consider retaining one permanent employee after the 3 months are complete.

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

MOTION CARRIED: 4-0-0

EXECUTIVE DIRECTOR'S REPORT

Potential Violations

No violations on water or sewer to report for the month of October.

Comment

Executive Director Rollins advised the Board last May that the DEP was at Woodstream Plant to do an inspection for a new laboratory certification. Woodstream Lab has to have a separate certification from the Elmwood Lab. The inspection went smoothly. While the DEP was there, Executive Director Rollins advised that we are engaged in an

environmental stewardship activity that qualifies in their scheme of voluntary and proactive measures that can go above improving the environment. We shared with the DEP our plan to touch all 21 areas of the environmental stewardship throughout the upcoming years.

In the board members packet a brochure was included detailing 30 years of savings from the Municipal Excess Liability Joint Insurance Fund. Executive Director Rollins advised the Board that Evesham MUA is a charter member of the Joint Insurance Fund which was created in 1991. The overall savings is 62.7 million dollars over the lifetime of the JIF. The Authority is very active and has a perfect score, for the NJUA-JIF safety incentive program whereby premiums are reduced for those that maintain safety programs that meet or exceed the JIF's criteria.

Willingboro MUA water which impacts our supply through the Mt. Laurel MUA water that we receive has increased their rates effective January 1, 2017. Deputy Executive Director Lender reviewed the current rate which is \$2.625 per thousand gallons. We use 1.8 million gallons from Mt. Laurel which is supplied through Willingboro. The proposed rate will be \$2.75 per thousand gallons. This will result in an increase of \$13,500 to our 2018 budget. It will be an increase of \$6,750 for the remaining FY 2017 budget. A question arose about the amount of water that we are required to purchase. Deputy Executive Director Lender advised it is 27 million gallons per quarter which equates to 108 million gallons per year.

Resolution 2016-109: Establishment and Adoption of Authority Code of Ethics– On motion by Czerniecki, seconded by Morton, it was moved to adopt resolution #2016-109 to establish and adopt the Authority Code of Ethics. Chairman Fiscaro has reviewed the policies and General Counsel Drollas explained that it coincides with the township policies. In the case of an overlap between Township code and Authority code, the more stringent will apply.

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

MOTION CARRIED: 4-0-0

ENGINEER'S REPORT

Update: South Side Water Storage Tank – Nothing new to report.

Update: ASR Well 13/14 Treatment Program – Nothing new to report.

Update: Elmwood/Woodstream Energy Improvements – This project is almost complete.

Update: Defense Drive Utility Replacements – Kline Construction has begun working on this project. The water main is in and they will start the directional drilling next Monday.

Update: Locust Avenue Pumping Station Upgrade – Anticipate completing this design by the end of November. We need to secure this property, but cannot find anything in the county records showing that the MUA owns it. Deputy Executive Director Lender is working to keep the residents informed.

Update: Well 4 Emergency Generator – This project design will commence after the Locust Avenue project design is complete.

Update: Route 70 Water Main – This project is currently being held up for property easement issues.

Update: Route 70 Sewer Main – This project is currently being held up for property easement issues.

Update: Woodstream UV Replacement – Currently working on design.

Update: Elmwood WWTP Resiliency Study – No movement this month.

Update: Wells 5 & 9 Redevelopment – Well #9 is currently being redeveloped.

Update: South Maple Avenue Water Main Replacement – The survey is finished and the design should be complete by December.

Update: Knox Boulevard Water Main Replacement – The survey is finished and the design should be complete by December.

Update: Knox Boulevard Sewer Main Rehabilitation – Plans are finished and bids should go out next month, along with Route 70 and Heritage Village Phase I sewer main rehabilitations.

Update: Elmwood Sludge Dewatering Centrifuge – Design is continuing to be worked on.

Update: Heritage Village Sewer Main Rehabilitation – Phase I – Survey is complete. Field work and plans are being prepared.

Update: Kings Grant WWTP Effluent Pump – Contract is being prepared for rebid. Advertisement is going out shortly.

Resolution 2016-111: Authorizing the reduction in performance bonds – On motion by Czerniecki, seconded by Tencza, it was moved to adopt Resolution 2016-111 authorizing the reduction in performance bonds for Elmwood Village Office Center – Building H. Engineer Simpson stated that this project is almost complete. He is asking for maximum bond reduction.

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

MOTION CARRIED: 4-0-0
 NAY: None
 ABSTAIN: None

Resolution 2016-113: Award of a three year contract – On motion by Tencza, seconded by Morton, it was moved to adopt Resolution 2016-113 awarding a three year contract to Aramark Uniform in the amount of \$16,316.89 for employee uniforms. Engineer Simpson stated only one bid was received but pricing came down dramatically. Deputy Executive Director Lender stated that we are very happy with Aramark.

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

MOTION CARRIED: 4-0-0

BOARD COMMENTS

Deputy Executive Director Lender – Congratulated Kerry Rehmman on his retirement and said how wonderful of an employee he was.

Commissioner Czerniecki – The MUA staff could have let the rates prevail on the 3rd Party Electric supply contract but they chose to do the work to look for pricing. He thanked the staff for the extra work.

Chairman Fiscaro – Thanked the staff for all of their hard work. The Board appreciates everything that you do.

There was a motion to adjourn by Morton, seconded by Tencza. The meeting was adjourned at 8:05 P.M.

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

MOTION CARRIED: 4-0-0

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

Christine Krimmel

Administrative Support

APPROVED BY THE BOARD: _____