

EVESHAM MUNICIPAL UTILITIES AUTHORITY**Meeting Minutes from April 5, 2017****Authority Board, Professionals and Staff in Attendance:**

Present: Waters, Tencza, Czerniecki, Morton, Lutner, Druss

Also Present: Executive Director Rollins, Deputy Executive Director Puszcz, Deputy Executive Director Lender, Engineer Simpson, General Counsel Drollas, Board Secretary Rubin

Members of the Public:

None

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

Opening Statement:

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 Deputy Executive Director 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 1, 2017.
2. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record on February 1, 2017.
3. Posting written notice on the official Evesham MUA website on February 1, 2017.
4. Filing written notice with the Clerks of Evesham and Medford on February 1, 2017.

This statement shall be entered into the minutes of this meeting

PLEDGE OF ALLEGIANCE**APPROVAL OF MINUTES**

March 1, 2017 – On motion by Tencza, seconded by Lutner, it was moved to approve the minutes of March 1, 2017.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT

None

FINANCIAL

Resolution 2017-55: Approval of FY 18 Water/Sewer Budget – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2017-55** approving the FY18 Water/Sewer Budget. Deputy Executive Director Puszcz presented the budget to the Board. She informed the Board that this is for the 2018 fiscal year Operating Budget and Capital Improvements. The proposed Operating Budget has an overall increase of 1.79% which equates to \$225,422.00. The proposed Capital Improvements Plan include redevelopment of wells which we continue to do annually, design of a storage building at Elmwood Plant, infiltration study at Woodstream Plant, installing energy optimizing equipment at Elmwood and Woodstream Plants (part of the ongoing energy conservation program), Well #7 redevelopment planning and design and upgrade the sand filter and replace the floor at the Elmwood Plant. The anticipated cost for all 5 years is \$28,105,000 and will be funded through the General Fund and some form of financing. There is also a Renewal & Replacement Budget which includes smaller capital projects. Some are planned projects and others are unexpected projects such as water main breaks. This cost over 5 years is \$5,000,000. The combined total of the five year Capital Improvement Plan is \$33,105,000. It is recommended to maintain the current rate structure for one more year and review it over the next fiscal year.

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

MOTION CARRIED: 4-0-1

Resolution 2017-56: Payment of Bills

On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2017-56** approving the payment of the March 2017 bills.

RECORDED VOTE: AYE: Waters, Tencza, Czerniecki, Morton, Lutner
 NAY: None

ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-58: Award of Contract under Non Fair and Open in Excess of \$17,500 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2017-58** awarding a contract under Non Fair and Open to Alenco Fence & Lumber Corporation in the amount of \$17,825 to replace the fence at Roadside Lift Station. Commissioner Morton inquired why Resolution 58 and 59 were not combined. Deputy Executive Director Lender responded that the quotes went out at different times and that caused 2 different contract awards.

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

MOTION CARRIED: 5-0-0

Resolution 2017-59: Award of Contract in excess of \$6,000 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2017-59** awarding a contract to American Discount Fence, LLC in the amount of \$9,450 to replace the fence at Woodland Lift Station.

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

MOTION CARRIED: 5-0-0

Resolution 2017-60: Award of 3 year Contract in excess of \$40,000 – On motion by Morton, seconded by Czerniecki, it was moved to adopt **Resolution #2017-60** awarding a contract to Woolston Company, Inc. in the amount of \$259,698.40 for sludge transportation services. Deputy Executive Director Lender explained that this is for transporting the sludge to the county, is a 3 year contract and a great price. The next low bid was over \$400,000.

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

MOTION CARRIED: 5-0-0

Motion to Approve a rate hearing – On motion by Morton, seconded by Czerniecki, it was moved to approve a rate hearing for an adjustment to the water/sewer rates for accounts outside of Evesham. Commissioner Lutner requested clarification on this. Executive Director Rollins explained that there are projects on the outside border of

Evesham that are contemplated and ahead of this we should reevaluate our connection fees and our rates for services if we were in agreement to provide those services. Commissioner Czerniecki mentioned that Mt. Holly would be comparable in the County to review their charges for outside rates.

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

MOTION CARRIED: 5-0-0

Motion to Approve a rate hearing – On motion by Morton, seconded by Lutner, it was moved to approve a rate hearing for an adjustment to connection fees. Deputy Executive Director Puszcz explained that annually we perform a calculation which determines if an adjustment to connection fees is needed. This year it is showing that no rate change is needed for the water fee. Sewer is showing that an increase is needed for each connection fee by \$336.00. We are projecting that the sewer connection fees need to be increased to \$6,774.00. Connection fees have not been increased for the past 2 years.

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

MOTION CARRIED: 5-0-0

Resolution 2017-62: Award of Contract in excess of \$6,000 – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2017-62** awarding a contract to Curren Environmental, Inc. in the amount of \$12,000 for Kings Grant Plant Underground Storage Tank De-regulation. Deputy Executive Director Lender explained that this was a methanol tank that was previously used for MicroCg and we are trying to get it deregulated from the State so that we don't have to comply with all of their regulations as it is very expensive and we do not use it as a regulatory tank.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Potential Violations

Executive Director Rollins advised the Board that four water main breaks have occurred since the last meeting. Three resulted from hydrant flushing. Two valves needed to be replaced from the flushing. When hydrants fail, they slam shut and cause a break in the weakest spot. Two breaks were handled in-house and the other two breaks were handled by an outside vendor. Assistance was needed due to the labor shortage which was caused from doing hydrant flushing three shifts around the clock. On March 29th one of the water main breaks on Carlton Avenue resulted in a boil water advisory, which affected 18 homes. The advisory was lifted within 24 hours after testing was complete showing the water was bacteria free.

Resolution 2017-61: Authorizing Advertisement – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2017-61** authorizing advertisement for proposals for energy optimizing equipment at Elmwood and Woodstream Plants. Commissioner Lutner wanted clarity on what additionally can we do since we have done so much substantial work already. Executive Director Rollins explained that this is something that we have successfully installed at Well #12 and the Kings Grant Plant. The energy optimization equipment that was installed has reduced energy consumption more than what the vendor promised.

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

MOTION CARRIED: 5-0-0

Resolution 2017-64: Authorizing Advertisement – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2017-64** authorizing advertising for bids for Financial Advisor.

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

MOTION CARRIED: 5-0-0

Executive Director Rollins thanked Deputy Executive Director Puszcz for all of her time and hard work on the budget and also on the move to our new office location. He also expressed appreciation to Nancy Carlino, Deputy Executive Director Lender, Lori Olivo, Sue Daniels, Chris Krimmel and Faye Rubin for all of their hard work during the move. It ran very smoothly and he appreciates everything that they did.

Executive Director Rollins asked Deputy Executive Director Lender to review the hydrant flushing progress with the Board. Deputy Executive Director Lender informed the Board that as of 2 p.m. that afternoon, 1,100 hydrants were flushed. Total of 9 are out of service which is .82% (less than 1%). None of these hydrants will need to be replaced as all can be repaired. We are not only flushing the hydrants, we are performing AWWA standard 5 maintenance to the hydrants each year.

ENGINEER'S REPORT

Update: South Side Water Storage Tank – Setting up meeting with property owner. Should be complete this month.

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

Update: Elmwood/Woodstream Energy Improvements – Nothing new to report.

Update: Defense Drive Utility Replacements – Kline Construction has substantially completed work on this project. They should be done with the restoration work this month.

Update: Locust Avenue Pumping Station Upgrade –Waiting on the easement acquisition on this project.

Update: Well 4 Emergency Generator – Bid opening is set for April 27, 2017.

Update: Route 70 Water Main – Drafting up easement descriptions.

Update: Route 70 Sewer Main – Some of the easement descriptions have come back from General Counsel Drollas, drafting additional descriptions that were found.

Update: Woodstream UV Replacement – Bid opening is set for April 27, 2017.

Update: Elmwood WWTP Resiliency Study – Nothing new to report.

Update: Wells 5 & 9 Redevelopment – A.C. Schultes has completed Well No. 9. Well No. 5 will not need to be redeveloped as it was in good condition so the pump is only being repaired.

Update: South Maple Avenue Water Main Replacement – Advertising this project this month.

Update: Knox Boulevard Water Main Replacement – Advertising this project this month.

Update: Knox Boulevard Sewer Main Rehabilitation –Lining work is being completed.

Update: Elmwood Sludge Dewatering Centrifuge –

Resolution 2017-63: Authorizing advertisement for Bids – On motion by Czerniecki, seconded by Morton, it was moved to adopt **Resolution #2017-63** authorizing advertisement for bids.

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

MOTION CARRIED: 5-0-0

Update: Heritage Village Sewer Main Rehabilitation – Phase I – Some lines on Main Street and in Heritage Village are phase 1. Lines on Main Street are more urgent. Working for that bid to go out next month.

Update: Kings Grant WWTP Effluent Pump – Project is on its way.

Motion to approve S3/W3 for Urban Edge Properties LP – On motion by Morton, seconded by Lutner, it was moved to approve S3/W3 for Urban Edge Properties LP for Shake Shack/Honeygrow.

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS

Commissioner Druss informed the Board that when attended the AWWA conference with the board Commissioners and the Executive Director, he learned a lot.

Commissioner Czerniecki informed the Board of the changes at the Municipal building. The clerk's office is moving to the former MUA space and Marlton Rec Council is moving into the clerk's office.

Commissioner Morton thanked the staff for making another solid budget. He feels comfortable with the estimated numbers.

Commissioner Lutner complimented the entire staff for the budget and overall capital plan. He hopes the public realizes how much work goes into it.

Commissioner Tencza questioned the water break that occurred on Wescott Road as the undermining has a serious problem. Deputy Executive Director Lender said that he is aware of the situation and that is why he placed cones and signs around it. As soon as hydrant flushing is complete, they will start working on the area. Commissioner Czerniecki mentioned that Deputy Mayor Zeuli requested an ordinance that will require flowable fill for any road opening in the Township. This is pending. Engineer Simpson inquired if this applies to all projects that the MUA advertises. Commissioner Czerniecki responded that it is only for patching. Commissioner Tencza inquired if the connection fee rates will be adjusted. Executive Director Rollins informed the Board that connection fee rates historically rise. The rate hearing will address this.

Chairman Waters expressed his appreciation to the Authority for participating in the Van Zant Science Fair. Authority personnel explained water usage and conservation. He appreciates that we are using our resources to teach children. He thinks it's great that we reach out to the community. He also thanked all of those involved in the budget process. Lastly, he wanted to inform everyone that union contract negotiations are beginning. The Board will be kept informed as they progress.

There was a motion to adjourn by Tencza, seconded by Lutner. The meeting was adjourned at 8:29 P.M.

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

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for May 3, 2017 at 7:30pm.

Christine Krimmel
 Administrative Support

APPROVED BY THE BOARD: _____