

EVESHAM MUNICIPAL UTILITIES AUTHORITY**Meeting Minutes from June 28, 2017****Authority Board, Professionals and Staff in Attendance:**

Present: Tencza, Druss, Czerniecki, Morton, Waters

Also Present: Executive Director Rollins, Deputy Executive Director Puszcz, Deputy Executive Director Lender, Engineer Simpson, Assistant Executive Director of Personnel Frank Locantore, Labor Counsel Andrew Kinsey (Florio, Perrucci, Steinhardt & Fader), Tom Lyon (Teamster Business Agent), Board Secretary Rubin

Members of the Public:

None

Chairman Waters called the meeting to order at 7:35 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 Director of Finance, Deputy Executive Director of the Evesham Municipal Utilities Authority on February 2, 2017 in the following manner:

1. Posting written notice on the official bulletin board at the Evesham Municipal Utilities Authority
2. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record
3. Posting written notice on the official Evesham MUA website
4. Filing written notice with the Clerks of Evesham and Medford

This statement shall be entered into the minutes of this meeting

PLEDGE OF ALLEGIANCE**APPROVAL OF MINUTES**

June 7, 2017 – On motion by Tencza, seconded by Druss, it was moved to approve the minutes of June 7, 2017.

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

MOTION CARRIED: 3-0-2

PUBLIC COMMENT

None

EXECUTIVE SESSION – Resolution 2017-99 – On motion by Tencza, seconded by Morton, it was moved to enter into Executive Session at 7:45 p.m. for the purpose to discuss personnel matters.

On motion by Tencza, seconded by Morton, it was moved to come out of Executive session at 8:30 p.m.

On motion by Tencza, seconded by Morton, it was moved to accept the recommendations of the personnel committee.

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

MOTION CARRIED: 5-0-0

FINANCIAL

Resolution 2017-89: Payment of Bills

On motion by Druss, seconded by Tencza, it was moved to adopt **Resolution #2017-89** approving the payment of the June 2017 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2017-90: Refunds, Credits & Cancellations – On motion by Czerniecki, seconded by Druss, it was moved to adopt **Resolution #2017-90** approving the June 2017 refunds, credits & cancellations.

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

NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-91: Approval of Cash Management Plan for FY-18 – On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2017-91** approval of Cash Management Plan for FY-18.

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

MOTION CARRIED: 5-0-0

Resolution 2017-92: Authorizing award of Contract – On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2017-92** awarding a contract through the National Joint Powers Alliance National Cooperative Purchasing Program to Staples Contract & Commercial, Inc. in the aggregate amount of \$25,000 to purchase office supplies for FY-18. Deputy Executive Director Puszcz explained that the Authority became a member of this National Cooperative Program and we used their contracts last fiscal year. This has proven to be beneficial and we wish to award for FY18.

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

MOTION CARRIED: 5-0-0

Resolution 2017-93: Authorizing award of Contract – On motion by Druss, seconded by Tencza, it was moved to adopt **Resolution #2017-93** awarding a contract through the National Joint Powers Alliance National Cooperative Purchasing Program to W.W. Grainger, Inc. in the aggregate amount of \$25,000 to purchase parts and supplies for FY-18.

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

MOTION CARRIED: 5-0-0

Resolution 2017-94: Authorizing award of Contract – On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2017-94** awarding a contract through the National Joint Powers Alliance National Cooperative Purchasing Program to Genuine Parts Company d/b/a NAPA Auto Parts in the aggregate amount of \$25,000 to purchase automotive and truck replacement parts and supplies for FY-18.

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

MOTION CARRIED: 4-0-1

Resolution 2017-95: Award of Contract under non-fair and open in excess of \$17,500 – On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2017-95** awarding a contract under non-fair and open to Jastin, Inc. in the amount of \$20,600 for labor and equipment to perform Grit Removal from Orbal Tank Cleaning at Elmwood Plant. Deputy Executive Director Lender explained this is to remove grit from the Orbal Tank #2, which is a part of routine maintenance to remove the grit for a more efficient operation.

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

MOTION CARRIED: 5-0-0

Resolution 2017-96: Award of 3 year Contract in excess of \$17,500 – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2017-96** awarding a 3 year contract extension to Actsoft, Inc. in the amount of \$34,007.40 for GPS Services/Rental Units. Deputy Executive Director Lender explained that this is to renew our GPS services on all of our vehicles.

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

MOTION CARRIED: 5-0-0

Resolution 2017-98: Award of Professional Contract to T & M Associates for the position of Auxiliary Engineer – On motion by Czerniecki, seconded by Druss, it was moved to adopt **Resolution #2017-98** awarding a professional contract to T & M Associates for the position of Auxiliary Engineer. Executive Director Rollins explained that this engineer is used when a conflict occurs between our Consulting Engineer and a developer or if we desire a second opinion.

RECORDED VOTE: AYE: Tencza, Czerniecki, Morton, Druss, Waters
NAY: None
ABSTAIN: None
MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Potential Violations

Executive Director Rollins advised the Board that during the month of May, we violated the ammonia limits at the Elmwood Plant due to the sluice gate failure that occurred on April 20, 2017. We are awaiting the final decision from the DEP on this matter.

On June 13th Kings Grant Effluent failed for fecal coliform. The UV system was cleaned one day prior to the sampling and it was slightly turbid. We retested 6 days later and the result put us back in compliance.

Also on June 13th we were operating water valves on North Elmwood Road and the B'nai B'rith Elmwood House water system was inadvertently turned off. When the water service was restored, during that water re-pressurization, their fire service back flow preventer malfunctioned and caused a water discharge. It flooded their first floor, causing property damage. After further review, we discovered that they have not had their back flow preventer inspected on a regular basis, which should be once a year. We should have final disposition by next month's meeting.

On June 12th we received a letter of commendation for Supervisors Mike Mullen and Jim Higgins, from the Woodlake Homeowners Association. The letter expressed their appreciation for Mike and Jim's handling of the three water main breaks that occurred over a 30 day period. We are very grateful that the Homeowners' Association took the effort to send this letter. We will post it on our Facebook and Twitter page with their permission.

On June 21st we had an EJIF inspection at Elmwood. The purpose of this inspection is to evaluate our positions on environmental liabilities, such as underground storage tanks, air permits, spill containment encounter measures (due to our fueling station), storm water pollution prevention measures, etc. Out of 100 possible points, we scored a 99.

July 4th the Authority will be participating in the Evesham Township parade with our Gap Vax truck, which will be cleaned and decorated. We will also be towing a platform on one of our trucks for a band.

AEA will be hosting a Commissioners' Supper on Tuesday, July 25th at Mt. Laurel MUA. All Board members are invited. Please advise if you are interested in attending.

In May, the management team submitted a recommendation to promote Scott Lucas from Assistant Supervisor to Supervisor. His promotion was approved effective July 1, 2017.

Resolution 2017-97: Approval of entry into agreement with Woodstream Swim Club for a parking agreement at the Woodstream Plant for the 2017 Season – On motion by Tencza, second by Morton, it was moved to adopt **Resolution 2017-97** approving an agreement with Woodstream Swim Club for parking at the Woodstream Plant for the 2017 Season. Chairman Waters explained that this is the fifth year that we have allowed the Swim Club to use the Woodstream Plant parking lot to alleviate the overflow of parking.

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

MOTION CARRIED: 5-0-0

ENGINEER'S REPORT

Review of Engineer's Status Report

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

Update: ASR Well 13/14 Treatment Program – Resubmitting to the State in August.

Update: Defense Drive Utility Replacements – Contractor came back with a punch list; however we were not satisfied. A second punch list has been created.

Update: Locust Avenue Pumping Station Upgrade – Nothing new to report.

Update: Well 4 Emergency Generator –The generator is on order. This should be installed by this fall.

Update: Route 70 Water Main – Nothing new to report.

Update: Route 70 Sewer Main – Nothing new to report.

Update: Woodstream UV Replacement – Shop drawings are being reviewed. This should be installed this fall.

Update: Elmwood WWTP Resiliency Study – Study is almost complete. Draft should be ready sometime this month.

Update: Wells 5 & 9 Redevelopment – Nothing new to report.

Update: South Maple Avenue Water Main Replacement – Preconstruction meeting was today and this project is just starting.

Update: Knox Boulevard Water Main Replacement – Specifications are almost complete. Filing for permit application next week.

Update: Knox Boulevard and Heritage Village Sewer Main Rehabilitation – All sewer lines have been lined except the ones that are tied into Main Street. This project is being extended due to the process of receiving the permits from the County.

Update: Elmwood Sludge Dewatering Centrifuge – Nothing new to report.

Update: Heritage Village Water Main Rehabilitation – Phase I – Plans are being prepared.

Update: Kings Grant WWTP Effluent Pump – Nothing new to report.

Motion to approve S1/W1 for Marlton Plaza Associates II, c/o Brixmor Property Group, Inc. – On motion by Druss, seconded by Tencza, it was moved to approve S1/W1 to Marlton Plaza Associates II, c/o Brixmor Property Group, Inc. for Marlton Crossing, 101 South Route 73

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

MOTION CARRIED: 5-0-0

Motion to approve S3/W3 for Marlton Plaza Associates II, c/o Brixmor Property Group, Inc. – On motion by Druss, seconded by Tencza, it was moved to approve S3/W3 to Marlton Plaza Associates II, c/o Brixmor Property Group, Inc. for Marlton Crossing, 101 South Route 73

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

MOTION CARRIED: 5-0-0

Motion to approve S1/W1 for R. H. Properties – On motion by Tencza, seconded by Czerniecki, it was moved to approve S1/W1 to R. H. Properties for AtlantiCare, 63 East Route 70

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

ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S2/W2 for Andale Latino Grill, The View at Marlton, LLC – On motion by Druss, seconded by Morton, it was moved to approve S2/W2 to Andale Latino Grill at The View at Marlton, LLC, 1041 Route 73 North, Unit 2

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

MOTION CARRIED: 5-0-0

Motion to approve S3/W3 for Andale Latino Grill, The View at Marlton, LLC – On motion by Druss, seconded by Morton, it was moved to approve S3/W3 to Andale Latino Grill at The View at Marlton, LLC, 1041 Route 73 North, Unit 2

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

MOTION CARRIED: 5-0-0

Motion to approve S3 to ABRA Auto Body & Glass – On motion by Druss, seconded by Tencza, it was moved to approve S3 to ABRA Auto Body & Glass, 22 West Main Street

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

MOTION CARRIED: 5-0-0

Motion to approve S3/W3 for Malvern School, The View at Marlton, LLC – On motion by Morton, seconded by Druss, it was moved to approve S3/W3 to Malvern School, The View at Marlton, LLC, 1041 Route 73 North

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS

Commissioner Czerniecki informed the Board that Town Council approved the budget and is hiring a second mechanic, which will cut back overtime costs.

Commissioner Morton apologized for missing last month's meeting. He thanked everyone that came out and supported Marlton Day. It was a huge success.

Commissioner Druss mentioned that he goes to water conferences throughout the country. He comes across cost effective technologies and innovations. He is willing to create a conduit to bring these to our attention.

Commissioner Tencza wanted to congratulate Supervisors Higgens and Mullen and the entire Authority for the handling of the water main break issues in Kings Grant a few weeks ago. All personnel did a wonderful job. He also wanted to thank the staff who assisted at both the Taste of Evesham and Marlton Day.

Chairman Waters wished everyone a nice 4th of July.

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for August 2, 2017 at 7:30pm.

EXECUTIVE SESSION – Resolution 2017-100 – On motion by Druss, seconded by Morton, it was moved to enter into Executive Session at 9:01 p.m. for discussion of legal matters.

On motion by Druss, seconded by Morton, it was moved to come out of Executive session at 9:25 p.m.

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

MOTION CARRIED: 5-0-0

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 9:25 P.M.

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

MOTION CARRIED: 5-0-0

Christine Krimmel
Administrative Support

APPROVED BY THE BOARD: _____