

**EVESHAM MUNICIPAL UTILITIES AUTHORITY****Meeting Minutes from September 6, 2017****Authority Board, Professionals and Staff in Attendance:**

Present: Czerniecki, Lutner, Morton, Druss, Waters

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

**Members of the Public:**

None

Chairman Waters called the meeting to order at 7:35 P.M.

**Opening Statement:**

Assistant Secretary Lutner 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**

**August 2, 2017** – On motion by Druss, seconded by Lutner, it was moved to approve the minutes of August 2, 2017.

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

MOTION CARRIED: 4-0-1

**PUBLIC COMMENT**

None

**FINANCIAL**

**Resolution 2017-114: Payment of Bills**

On motion by Lutner, seconded by Morton, it was moved to adopt **Resolution #2017-114** approving the payment of the August 2017 bills.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-115: Refunds, Credits & Cancellations** – On motion by Druss, seconded by Czerniecki, it was moved to adopt **Resolution #2017-115** approving the August 2017 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-116: Award of Contract in excess of \$6,000** – On motion by Morton, seconded by Czerniecki, it was moved to adopt **Resolution #2017-116** awarding a contract to Shafts & Sleeves Company in the amount of \$7,140.00 to rebuild the backwash pump at Woodstream Plant. Deputy Executive Director Lender explained that this is the rebuild for the Biofor pump. These pumps usually last for 20 years and this particular pump was replaced in 1998.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-117: Award of Contract in excess of \$6,000** – On motion by Morton, seconded by Czerniecki, it was moved to adopt **Resolution #2017-117** awarding a contract to Complete Control Services, Inc. in the amount of \$6,900 for a turbidity analyzer for the Elmwood Plant. Deputy Executive Director Lender explained that this is a meter that measures turbidity of the Elmwood effluent to ensure that the turbidity is under the necessary limit to allow for the irrigation of the golf course.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-119: Authorizing the Retention of an Energy Agent** – On motion by Druss, seconded by Lutner, it was moved to adopt **Resolution #2017-119** authorizing the retention of Incite Energy, LLC to provide no cost energy procurement consulting services to the Evesham Municipal Utilities Authority. Deputy Executive Director Puszcz explained that Incite Energy has been our energy agent for the past two years and they have performed well. They have advised us in the past on obtaining third party electric suppliers at a significant savings. They continue to monitor our energy bills and handle any issues on the Authority's behalf. They receive their compensation through the electric supplier at no cost to the Authority.

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

MOTION CARRIED: 4-0-1

**Resolution 2017-120: Authorization for renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund** – On motion by Czerniecki, seconded by Morton, it was moved to adopt **Resolution #2017-120** authorizing the renewal of membership in the NJUA Joint Insurance Fund. Executive Director Rollins explained that the Authority was a Charter member and has maintained membership with the JIF since 1992. Deputy Executive Director Puszcz further advised that our Risk Management Consultant, Hardenbergh Insurance, has advised us that there is no other blanket insurance policy that compares to the benefits offered by the JIF.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-121: Approval of Change Order** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-121** approving Change Order #6 for EW/WS Wastewater Treatment Plant Upgrades to Municipal Maintenance Co. in a credit amount of (\$22,090.00) for work change allowance and credit for non-installed wave breakers. Executive Director Rollins advised that this credit is a result of the problem with the noise that the blowers were producing at Woodstream Plant last summer. T & M Associates devised a remedy that was two pronged: one approach was minimal and less expensive and the second approach involved the wave breaker technology that would need to be designed custom to the wave patterns that they found. We implemented on the minimal level, which proved effective, so we were able to eliminate the need for the wave breaker technology, which resulted in this change order.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-122: Rejection of bid** – On motion by Morton, seconded by Czerniecki, it was moved to adopt **Resolution #2017-122** rejecting the bid received for the Cold Water Meters with Integrated Meter Interface Unit contract, which substantially exceeded the appropriation amount and authorizing contract re-advertisement and re-bid. Deputy Executive Director Puszcz explained that we received one bid for the meter supply contract and it substantially exceeded the budget. The water department supervisor is working on adjusting the quantity of the meters in the bid specifications and we plan to re-advertise later this month.

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

MOTION CARRIED: 5-0-0

**Resolution 2017-123: Award of Contract in Excess of \$6,000** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-123** awarding a contract to Rio Supply Inc. in the amount of \$6,456.00 to purchase six (6) 2” meters with flange kits for new construction. Deputy Executive Director Lender explained that we will be reimbursed for these meters once they are designated for use.

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

MOTION CARRIED: 5-0-0

## **EXECUTIVE DIRECTOR'S REPORT**

### **Potential Violations**

Executive Director Rollins advised the Board that since the last meeting, we have had no water main breaks or emergency valve repairs. We have experienced two sewer overflows at the same location on two different dates (August 21<sup>st</sup> and 22<sup>nd</sup>) at Locust Avenue and Route 70. On August 21<sup>st</sup>, we broke through the blockage and cleaned the area, but the very next day we found wads of paper, rags and towels in Walmart's manholes. We advised Walmart's management; however, on August 23<sup>rd</sup>, there was another blockage under the same circumstances with wads of paper, rags and towels in the Walmart's manhole. We went to Walmart management again to discuss and advise. Since then, we have been checking them daily and have not found any reoccurrence.

At the last meeting, we advised the Board on the issues on Elmwood Road regarding the odor issue due to the maintenance that we were engaged in. The Board recommended that we notify the neighborhood. We did so and we have not received any complaints. We were able to extend the maintenance to cleaning the clarifiers as well. The total procedure involved draining tanks, removing the grit and cleaning the clarifiers. We are now back to normal operations.

**Resolution 2017-124: Award of Emergency Contract in Excess of \$6,000** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-124** awarding a contract to Tyco Simplex Grinnel in the amount of \$14,913.47 to replace the fire panel at Elmwood Plant due to damage from a lightning storm on August 23, 2017. Further details will be available at the next meeting. We need to implement this replacement immediately because we are vulnerable to the risk of fire without being alerted.

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

MOTION CARRIED: 5-0-0

We are well within our supply strategy for our water plan. We have substantial surplus of about 179 million gallons of water. Water precipitation on average is 1.4 inches above normal for the last 90 days. Water usage is lower than normal.

At the last meeting, Executive Director Rollins advised the Board on the detection of arsenic and selenium in Wells # 7 and 9. After further testing, it was determined that it was most likely the result of laboratory contaminants. We re-tested Well #7 on August 3, 2017 and all test results were normal, Well #9 was re-tested on August 24<sup>th</sup> and those results have not come back yet. Executive Director Rollins will advise the Board once the results are available.

Executive Director Rollins advised that the Authority is once again a promotional sponsor at the Evesham Harvest Fest which will be held September 23<sup>rd</sup> on Main Street. New Jersey Water Association has agreed to join us at our booth in a joint effort of environmental outreach with a ground water model that they will provide. They will demonstrate how ground water is impacted by pollution.

On July 21, 2017 the Governor signed a new law, The Water Quality Accountability Act, NJ S2834. Deputy Executive Director Lender provided a presentation on the Act to the Board. This Act applies to any public water system with more than 500 service connections. The Act requires that valves be inspected for accessibility and their operation condition. Valves 12" or greater must be exercised every 2 years and valves 10" or less every 4 years. The Act also requires testing of fire hydrants, implementation of a hydrant flushing plan and record keeping. In addition, all fire hydrants must be marked with its name and number and have its location recorded in a GIS satellite based system.

The Authority is currently compliant in its valve inspections for accessibility and operating condition. The Authority has been working on the valve exercising program, but there are still several valves in the system remaining. Of those remaining valves, it is projected that approximately 462 will need repairs. The 12" valves will need to be completed by July 2019 and the smaller valves by July 2021. Deputy Executive Director Lender advised the board that at least two new personnel will be needed to complete the requirements for this Act. The Authority is currently compliant in fire hydrant inspections, annual flushing and record keeping. The Authority will begin to place the identifying markings on the hydrants, which need to be completed by July 2018. The Authority uses GPS to record the location of its assets and updates this system on a continuous basis.

## **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** – Working with the DEP to have this project reactivated. This will include the rehabilitating of Well No. 14 as part of this project.

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

**Update: Well 4 Emergency Generator** – Shop drawings have been approved and the equipment is on order. Construction will run through November 2017.

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

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

**Update: Woodstream UV Replacement** – Work has commenced on site. Construction will run through October 2017.

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

**Update: South Maple Avenue Water Main Replacement** –

**Resolution 2017-118: Rescinding Contract** – On motion by Czerniecki, seconded by Druss, it was moved to adopt **Resolution #2017-118** rescinding contract award to the low bidder and award of contract to second low bidder to Mac-Rose Contractors, Inc. in the amount of \$407,154 for the Maple Avenue Water Main Replacement. Engineer Simpson advised that the low bidder, 3 G Construction, Inc. was unaware of the County road restoration requirements and was not responsive to our inquiries.

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

MOTION CARRIED: 5-0-0

**Update: Knox Boulevard Water Main Replacement** – Nothing new to report.

**Update: Knox Boulevard and Heritage Village Sewer Main Rehabilitation** – Nothing new to report.

**Update: Elmwood Sludge Dewatering Centrifuge** – Contract has been awarded to Eagle Construction. Shop drawings are being reviewed.

**Update: Heritage Village Water Main Rehabilitation – Phase I** – Nothing new to report.

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

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

RECORDED VOTE:        AYE: Lutner, Druss, Morton, Czerniecki, 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 Czerniecki, seconded by Morton, it was moved to approve S3/W3 for Malvern School, The View at Marlton, LLC, 1021 Route 73 North

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

MOTION CARRIED: 5-0-0

**Motion to approve S2/W2 for Marlton Equities, LLC** – On motion by Czerniecki, seconded by Lutner, it was moved to approve S2/W2 for Marlton Equities, LLC., 930 Route 70 West

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

MOTION CARRIED: 5-0-0

**Motion to approve S3/W3 for Burns Buick GMC, Inc.**– On motion by Morton, seconded by Lutner, it was moved to approve S3/W3 for Burns Buick GMC, Inc., 500 W. Route 70

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

MOTION CARRIED: 4-0-1

### **BOARD COMMENTS**

Commissioner Druss advised the Board on his lunch meeting with former Governor Florio. He also expressed his concern for the victims in Texas during Hurricane Harvey.

Commissioner Czerniecki advised the Board of attending a Municipal Excess Liability meeting where they discussed how New Jersey handled Hurricane Sandy and what lessons New Jersey learned on processing claims. He also informed the Board of the State's plan to add an extra lane on each side of Route 73, which will take four to five years.

Commissioner Lutner expressed his concerns about all of the potential storms we face this fall.

Commissioner Morton expressed his appreciation of Commissioner George Tencza for his dedication in helping deliver donated supplies for the hurricane victims in Texas. It was a team effort and he appreciates the donations. He inquired if the Authority has any



open storage space to hold additional donations for thirty to forty five days. Director Rollins offered Lincoln Drive Water Tower. Commissioner Morton advised they are currently looking at a storage facility center but will inform them of the Authority's offer.

Chairman Waters expressed his appreciation of Commissioner Tencza's efforts with the Texas hurricane victims. He also wanted to offer the Township the Authority's assistance if need be, for any storm damage that may occur in Evesham. Chairman Waters inquired about the report that came out last week with regards to lead in the water at schools. Director Rollins advised that follow up testing was done with the School Board and some faucets did need to be replaced. Follow up testing has been completed to ensure they are in compliance.

**EXECUTIVE SESSION – Resolution 2017-125** – On motion by Morton, seconded by Lutner, it was moved to enter into Executive Session at 8:55 p.m. for discussion of personnel matters.

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

MOTION CARRIED: 5-0-0

On motion by Czerniecki, seconded by Morton, it was moved to come out of Executive session at 9:23 p.m.

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

MOTION CARRIED: 5-0-0

**Motion to accept the Executive Director's Recommendation**– On motion by Druss, seconded by Morton, it was moved to accept the Executive Director's recommendation concerning the employment separation agreement involving Joseph Scialabbo.

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

MOTION CARRIED: 5-0-0

There was a motion to adjourn by Morton, seconded by Lutner. The meeting was adjourned at 9:24 P.M.

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

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for October 11, 2017 at 7:30pm.

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Christine Krimmel  
Administrative Support

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