

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from October 11, 2017

Authority Board, Professionals and Staff in Attendance:

Present: Czerniecki, Lutner, Morton, Druss, Tencza, 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 7:30 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 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

September 6, 2017 – On motion by Lutner, seconded by Czerniecki, it was moved to approve the minutes of September 6, 2017.

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

MOTION CARRIED: 4-0-1

PUBLIC COMMENT

None

FINANCIAL

Resolution 2017-126: Payment of Bills

On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-126** approving the payment of the September 2017 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2017-127: Refunds, Credits & Cancellations – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2017-127** approving the September 2017 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2017-128: Award of Contract in excess of \$6,000 – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-128** awarding a contract to Jet Vac Equipment in the amount of \$12,905.38 to replace the damaged tank on the Sterling Jet Truck. Deputy Executive Director Lender explained that the truck hit a low hanging tree branch which caused damage to the tank. The insurance company reimbursed us for the damage less the \$1,000 deductible.

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

MOTION CARRIED: 5-0-0

Resolution 2017-130: Award of Emergency Contract in excess of \$6,000 – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2017-130** awarding an emergency contract to Henkel's & McCoy in the amount of \$9,987.60 for repairs of a water main break at Greenbrook Drive and Hanover Road, which occurred on September 22, 2017. Deputy Executive Director Lender explained that we used a contractor for this water main break due to the occurrence of two other breaks within the same week which were repaired by Authority personnel. This break was ten to twelve feet deep and underneath the storm drain. Henkel's and McCoy only supplied labor for the water main repairs. The repairs to the concrete will be performed in accordance with our cooperative purchasing agreement with the Township.

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

MOTION CARRIED: 5-0-0

Resolution 2017-131: Award of Contract under Extraordinary, Unspecifiable Service – On motion by Lutner, seconded by Czerniecki, it was moved to adopt **Resolution #2017-131** awarding a contract under Extraordinary, Unspecifiable Service to Horizon Health Care Services, Inc. in the amount of \$46,666.56 for 2018 employee dental insurance. Deputy Executive Director Puszcz explained that this is a 3% increase, which will equate to about \$1,200 per year. This increase only affects 36 of our employees, who participate in the Horizon Dental Option plan. The remaining 12 employees participate in the Horizon Dental Choice plan, which will not experience a premium increase in 2018. Horizon has not increased their rates in the past two years and our broker has advised that the proposed rates are competitive.

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

MOTION CARRIED: 5-0-0

Resolution 2017-132: Award of Contract in excess of \$40,000 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2017-132** awarding a contract to Rio Supply, Inc. in the amount of \$391,050.00 for the Cold Water Meter with Integrated Meter Interface Unit. Deputy Executive Director Lender advised that this is to purchase water meters to add to our water system for new businesses and apartments coming into the town.

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

MOTION CARRIED: 5-0-0

Resolution 2017-133: Award of Contract in excess of \$17,500 under Non Fair and Open – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2017-133** awarding a contract under Non Fair and Open to Nextiva, Inc. in the amount of \$22,096.84 for a three year contract for Voice over Internet telephone service at Elmwood Plant. The contract award includes telephones and router. Deputy Executive Director Puszcz advised that our telephone consultant received quotations from three different carriers earlier this year when we replaced the phone system at the business office. The old telephone system was a land line with telephone equipment which had become outdated. The new system is voice over internet service, in which we have experienced a significant cost savings and better sound quality. We wish to expand this system to the Elmwood Plant, which will replace their outdated equipment and result in some savings as well.

RECORDED VOTE: AYE: Lutner, Morton, Tencza, 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 plant upsets or sewer overflows and everything has been running smoothly. We had six water main breaks since the last meeting at Grisscom Court, Westerly Drive, Gladstone Drive, Greenbrook and Grayburn Drives, Greenbrook Drive and Hanover Road, and Squirrel Road. Five of these breaks were fixed in-house, and one (Greenbrook and Hanover) by Henkels & McCoy. Three of these breaks (Gladstone, Greenbrook & Grayburn, and Greenbrook & Hanover) collectively caused the stream discoloration from the marl soils being washed into the stream. Deputy Executive Director Lender posted a thorough explanation on the soils of Marlton on our Facebook page. The Authority received a very nice email from the property management at Whitebridge Village, expressing their appreciation of Authority personnel's repairs of the water main break on Squirrel Road. Deputy Executive Director Lender shared that email and his response with the Board.

Executive Director Rollins informed the Board that our water quantity is good - we are well above our water supply strategy and we have plenty of surplus. Our water quality, as he brought to the Board's attention last month, experienced an anomaly with arsenic and selenium in Wells # 7 and 9 back in June. After subsequent testing the results for Well # 7 was a non-detect and Well # 9 was 0.7 parts per billion (ppb), whereas the June testing showed 5.4 ppb.

At Woodstream Plant the permit was effective January 1, 2015. It had effluent limitations for arsenic, which were due to take effect December 1, 2019. The limit would have been 0.017 ppb, which are extremely low levels. Drinking water in the United States for arsenic is 10 ppb except in New Jersey, which lowered to 5 ppb. However, at Woodstream Plant this involves wastewater discharge into a receiving stream, where if you take a scoop of soil out, you will probably find more than 0.017 ppb. This was a problematic limitation which was based on the surface water quality criteria. Those of us who were similarly situated with these limitations in our permit joined together through AEA to work with DEP to have a second look at this. We received a letter dated October 5, 2017 indicating a stay of this limitation while a variance process is ongoing with the surface water quality criteria that DEP intends to eventually implement for arsenic. It is technically too difficult to get reliable data and then reliable treatment for the removal of arsenic.

Executive Director Rollins expressed his appreciation to the Board for allowing him and Deputy Executive Director Lender to attend the WEFTEC Conference in Chicago this year. It was an eye opening experience to hear from the top people in the world about water. It was the largest water event of the year and he was happy to be there.

Executive Director Rollins mentioned the Harvest Fest which took place on September 23, 2017. It went very well thanks to the organization of Chris Vandenberg and Leslie Shannon in preparing for the event. He also expressed appreciation to Lori Olivo, Faye Rubin, Ryan Viviani and Virginia Cutler for their participation in handing out over 1,000 packages of wild flower seeds, biodegradable pots and soil. The New Jersey Water Association joined our booth with a hydrology model which captured a lot of attention. Also, thanks to Byron Druss for spontaneously producing a video that we were able to share on social media.

Resolution 2017-134: Authorizing entry into a Shared Services Agreement – On motion by Tencza, seconded by Czerniecki, it was moved to adopt **Resolution #2017-134** authorizing entry into a Shared Services Agreement with Evesham Fire District for the provision of various safety and emergency services training to Authority employees. Executive Director Rollins explained that the Fire District is well trained and capable to provide us with the safety training that we require and especially in some situations like confined space entry. It is complimentary to each entity to integrate their training and their rescue protocol.

RECORDED VOTE: AYE: Lutner, Morton, Tencza, Czerniecki, 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

Motion to approve a proposal from Richard A. Alaimo Associates – On motion by Morton, seconded by Lutner, it was moved to approve a proposal from Richard A. Alaimo Associates in the amount \$50,000 for engineering services for the addition of the Well No. 14 Screen Replacement.

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

MOTION CARRIED: 5-0-0

Update: Defense Drive Utility Replacement – Kline Construction has addressed the remaining punch list items with the exception of lawn restoration.

Update: Locust Avenue Pumping Station Upgrade

Motion to approve a proposal from Richard A. Alaimo Associates – On motion by Lutner, seconded by Tencza, it was moved to approve a proposal from Richard A. Alaimo Associates in an additional amount of \$67,000 to prepare planning documents and loan application to the NJEIT and to revise the plans and specification for compliance with the program's requirements.

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

MOTION CARRIED: 5-0-0

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 – The new equipment has been installed and is operational. Punch list work remains to be completed.

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

Update: South Maple Avenue Water Main Replacement – A preconstruction meeting with Mac-Rose was held on September 27, 2017. Shop drawings are being reviewed and the contractor should start work on site in about a month.

Update: Knox Boulevard Water Main Replacement – Filed a BSDW permit application for this project. The project will include all of Knox Blvd. and two sections of East Main Street.

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 have been approved and the contractor will commence work on site in November.

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

Update: Kings Grant WWTP Effluent Pump – Contractor submitted proof that he ordered the equipment in March but unfortunately has not received everything yet. Will be recommending an extension of time for this project.

Motion to approve a proposal from Richard A. Alaimo Associates – On motion by Lutner, seconded by Tencza, it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$310,000 for the planning and design for the construction of a 4,000 square foot storage building at Elmwood Plant. Executive Director Rollins explained that this storage building is badly needed to organize and keep track of equipment that is needed for job sites.

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

MOTION CARRIED: 5-0-0

Motion to approve a proposal from Richard A. Alaimo Associates – On motion by Czerniecki, seconded by Tencza, it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$50,000 to provide planning and design services for the replacement of 550 linear feet of water main within Woodlake Drive in the Kings Grant development. Engineer Simpson explained that this is a small diameter three inch line that services Woodlake Drive. There have been numerous breaks on that line. It will be brought up to a standard six inch line.

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

NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-129: Release Performance Guarantees – On motion by Morton, seconded by Czerniecki, it was moved to adopt **Resolution #2017-129** releasing Performance Guarantees to Patel Tract (Cultural Center)

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

MOTION CARRIED: 5-0-0

Motion to approve S3/W3 for Kavi Construction, LLC– On motion by Morton, seconded by Tencza, it was moved to approve S3/W3 for Kavi Construction, LLC, Marlton Crossing, 141 Crossing, 141 Route 73 South

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS

Commissioner Druss inquired if we have any disaster plan in place. Executive Director Rollins informed the Board that we do have one in place and Deputy Executive Director Lender and Assistant Executive Director Locantore are currently updating it.

Commissioner Morton thanked everyone for their participation in the Harvest Fest.

Commissioner Tencza also thanked everyone who helped with the Harvest Fest. He also discussed how to assist families who need help in paying their water bills.

Chairman Waters thanked the staff for handling the blue water situation. The staff did a great job informing the public through social media ensuring that people understood that the Authority is committed to keeping the public water supply clean and protecting the environment. He is proud to be a part of this organization.

There was a motion to adjourn by Morton, seconded by Lutner. The meeting was adjourned at 8:09 P.M.

RECORDED VOTE: AYE: Lutner, Tencza, 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 November 1, 2017 at 7:30pm.

Christine Krimmel
Administrative Support

APPROVED BY THE BOARD: _____