

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from January 3, 2018

Authority Board, Professionals and Staff in Attendance:

Present: Lutner, Morton, Druss, Tencza, Waters

Also Present: Deputy Executive Director Lender, General Counsel Drollas, Engineer Simpson, Board Secretary Rubin, Executive Director Rollins arrived at approximately 7:40 P.M.

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

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

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

MOTION CARRIED: 3-0-2

PUBLIC COMMENT

None

FINANCIAL

Resolution 2018-1: Payment of Bills

On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2018-1** approving the payment of the December 2017 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2018-2: Refunds, Credits & Cancellations – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2018-2** approving the December 2017 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2018-3: Award of Contract in excess of \$6,000 – On motion by Morton, seconded by Druss, it was moved to adopt **Resolution #2018-3** awarding a contract to Lowther’s Service Center, Inc. in the amount of \$9,125.00 for an Exmark mower for Elmwood Plant. Deputy Executive Director Lender explained that this replaces the 2000 Warrior mower.

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

NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2018-4: Award of Emergency Contract in excess of \$40,000– On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2018-4** awarding an emergency contract to Henkel’s & McCoy in the amount of \$110,000.00 for repairs of a water main break at 220 North Maple Avenue, which occurred in December. The contract includes restoration and paving. Deputy Executive Director Lender explained that this was a large break on a very busy road. The current price is our best estimate based on the following factors: the Evesham Police Department worked over 40 hours, Henkel’s & Mc Coy worked over 40 hours, plus all of the materials and permits required.

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

MOTION CARRIED: 5-0-0

Resolution 2018-7: Authorizing participation in a National Cooperative Pricing Agreement – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2018-7** authorizing participation in a National Cooperative Pricing Agreement with National Association of State Procurement Officials Value Point (NASPO Value Point). Deputy Executive Director Lender advised that we wish to pursue a contract with Apple using this Cooperative Pricing Agreement.

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

MOTION CARRIED: 5-0-0

Resolution 2018-8: Award of under State Contract in excess of \$6,000 – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2018-8** award under state contract to Environmental Systems Research Institute, Inc. in the amount of \$8,845.00 for a one year renewal of the ArcGIS license/support. Deputy Executive Director Lender explained that this is our annual contract to update our GIS license and support.

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

MOTION CARRIED: 5-0-0

Resolution 2018-11: Authorizing Sale of Public Property – On motion by Druss, seconded by Lutner, it was moved to adopt **Resolution #2018-11** authorizing Sale of Public Property no longer needed for public use through on-line Auction at GovDeals.com. Deputy Executive Director Lender explained that this is an old Chrysler motor that ran the well motor at the Wescott Road location.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR’S REPORT

Executive Director Rollins informed the Board that since he did not have access to his emails, Deputy Executive Director Lender would advise the Board on the water main breaks for the past month.

Deputy Executive Director Lender advised the Board that there were eleven water main breaks since the last meeting. One was private and handled through their own water system, one was handled by Henkels & McCoy, and the other nine were repaired in-house.

Deputy Executive Director Lender informed the Board that it is the end of the year for our 2017 water supply strategy and our total demand for all sources was 1.321 billion. Our PRM used 737 million and we are permitted to use 958 million, so we left 221 million in the ground. We purchased 378 million from New Jersey American Water, which is our contracted amount. Well 13 is a different aquifer from which we took 99.2 million. We ended up turning that well off to save on electricity as we did not need the water. Through the Mount Laurel/Willingboro agreement, we took 106.5 million. This gives us the grand total of 1.321 billion.

Potential Violations

ENGINEER’S REPORT

Review of Engineer’s Status Report

Resolution 2018-10: Award of Chemical Contracts– On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2018-10** awarding of Chemical Contracts per Consulting Engineer’s recommendation. Engineer Simpson advised the Board that out of eight chemical bids, we received bids for six of them and he recommends awards to those six qualified bids.

RECORDED VOTE: AYE: Lutner, Druss, Tencza, Morton
 NAY: None

ABSTAIN: Waters

MOTION CARRIED: 4-0-1

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

Update: ASR Well 13/14 Treatment Program – The screen replacement design for Well 14 is complete. This project is part of the Trust Fund projects and meetings will be taking place shortly.

Update: Defense Drive Utility Replacement –

Resolution 2018-5: Approval of Change Order #1 – On motion by Tencza, seconded by Lutner, it was moved to approve **Resolution #2018-5** approving Change Order #1 for field quantity adjustments in the credit amount of \$25.00

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

MOTION CARRIED: 5-0-0

Update: Locust Avenue Pumping Station Upgrade – Nothing new to report. Waiting for Trust Fund approvals and easements.

Update: Well 4 Emergency Generator – The generator has been installed. The contractor will be installing a soft starter at no cost to the Authority by the end of the month.

Update: Route 70 Water Main – Currently waiting for easements.

Update: Route 70 Sewer Main – Currently waiting for easements.

Update: Woodstream UV Replacement – This project is complete.

Update: Elmwood WWTP Resiliency Study – This study is complete.

Update: South Maple Avenue Water Main Replacement – Nothing new to report.

Update: Knox Boulevard Water Main Replacement – The State has come back with some comments on the BSDW permit application and a response will be going out this week.

Update: Knox Boulevard and Heritage Village Sewer Main Rehabilitation – This project is potentially complete. The contractor was just recently bought out and some confusion on completing the paperwork is the only open item.

Update: Elmwood Sludge Dewatering Centrifuge – Construction is underway. All of the equipment is on-site.

Resolution 2018-9: Approval of Change Order #1 – On motion by Lutner, seconded by Tencza, it was moved to approve **Resolution #2018-9** approving Change Order #1 for the relocation of potable water to the new polymer system; relocation of three existing booster pumps; removal and replacement of existing dewatering sludge piping in the amount of \$63,440.00. Engineer Simpson advised the Board that these are three items that came up after the demolition was completed. These items need to be addressed now. They negotiated the price down and feel that the price is good for all three items.

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

MOTION CARRIED: 5-0-0

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

Update: Kings Grant WWTP Effluent Pump – The pump was delivered and installed but experienced a failure. The contractor had to bring the pump back to their shop for repairs. The pump will be reinstalled by the end of the month.

Resolution 2018-6: Release Performance Guarantees– On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2018-6** releasing performance guarantees for the developer of Elmwood Village Office Center – Building H.

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

MOTION CARRIED: 5-0-0

Motion to approve S-1/W1 for Pad Site – On motion by Tencza, seconded by Druss, it was moved to approve S1/W1 for Pad Site, Holtec Drive and Route 73

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS

Commissioner Lutner expressed his concerns about the work load of our employees due to the numerous water main breaks.

Commissioner Tencza complimented the Authority personnel for taking care of all of the in-house water main breaks.

Chairman Waters wished everyone a happy 2018. He feels that 2017 was a good year. He said the Staff Appreciation luncheon was very nice and it looked like the employees enjoyed it. He feels the staff does a great job.

EXECUTIVE SESSION – Resolution 2018-12 – On motion by Tencza, seconded by Lutner, it was moved to enter into Executive Session at 8:04 p.m. for discussion of legal matters. After discussion with General Counsel Drollas, Commissioner Lutner recused himself from the proceedings.

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

MOTION CARRIED: 5-0-0

On motion by Druss, seconded by Tencza, it was moved to come out of Executive session at 8:55 p.m.

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

MOTION CARRIED: 4-0-0

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 8:56 P.M.

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

MOTION CARRIED: 4-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for February 7, 2018 at 7:30pm.

Christine Krimmel
Administrative Support

APPROVED BY THE BOARD: _____