

## **EVESHAM MUNICIPAL UTILITIES AUTHORITY**

### **Meeting Minutes from September 12, 2018**

#### **Authority Board, Professionals, and Staff in Attendance:**

Present: Chairman Waters, Assistant Chairman Morton, Secretary Lutner, Commissioners Tencza, Jamanow, Druss and Fisicaro

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

#### **Members of the Public:**

None

Chairman Waters called the meeting to order at 7:40 P.M.

#### **Opening Statement:**

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 8, 2018 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 8, 2018** – On motion by Tencza, seconded by Lutner, it was moved to approve the minutes of August 8, 2018.

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

MOTION CARRIED: 4-0-1

**PUBLIC COMMENT**

None

**FINANCIAL**

**Resolution 2018-137: Payment of Bills**

On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2018-137** approving the payment of the August 2018 bills.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-138: Refunds, Credits & Cancellations** – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2018-138** approving the August 2018 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-139: Authorizing advertisement for proposals for Emergency/Maintenance Repairs & Modifications of Infrastructure Facilities** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2018-139** authorizing advertisement for proposals for Emergency/Maintenance Repairs & Modifications of Infrastructure Facilities.

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

NAY: None  
 ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2018-140: Authorizing the Authority to establish a Cooperative Pricing System** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2018-140** authorizing the Authority to establish a Cooperative Pricing System and to enter into cooperative pricing agreements with other contracting units for Emergency/Maintenance Repairs & Modifications of Infrastructure Facilities. Deputy Executive Director Puszcz advised the Board that this will authorize the establishment of a Cooperative Pricing System and the Township is invited to participate in the system for the emergency repairs & modifications of infrastructure facilities. Once all documentation is received, the Authority will submit them to the Division of Local Government Services for approval. It can take up to 45 days to receive the approval. Once approval is received, the Authority will advertise for bids for this contract. This cooperative pricing agreement can remain in place for five years.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-141: Award of Contract in excess of \$6,000** – On motion by Lutner, seconded by Morton, it was moved to adopt **Resolution #2018-141** awarding a contract to Edwin Elliot & Co., Inc. in the amount of \$14,750.00 for (2) Rotork IQTF 3-Way Valves at Woodstream WWTP. Deputy Executive Director Lender explained this replaces original waste valves from 1997. This is included in the Capital Budget.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-142: Award of Emergency Contract in excess of \$6,000** – On motion by Morton, seconded by Lutner, it was moved to adopt **Resolution #2018-142** awarding a contract to Johnson Controls Fire Protection LP in the amount of \$6,429.16 for replacing the fire alarm system that was damaged by lightning at Elmwood WWTP. Deputy Executive Director Lender explained that the entire panel needed to be replaced due to the lightning strike. The costs have been submitted to our insurance company for reimbursement.

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

ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2018-144: Rejecting all Bids and Authorizing Re-advertisement** – On motion by Tencza, seconded by Morton, it was moved to adopt **Resolution #2018-144** rejecting all bids received for (4) 2019 Ford Escapes and authorizing re-advertisement. Deputy Executive Director Lender explained that three bids were received. Two proposals did not bid on all items in the bid specifications and the third substantially exceeded the Authority's appropriation for this project.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-145: Award of Contract in excess of \$6,000** – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2018-145** awarding a contract to Garrison Printing Company in the amount of \$12,988.00 for the printing of the 2019 EMUA Calendar. Deputy Executive Director Lender explained that this is for the printing of our annual calendar.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-146: Award of Contract in excess of \$40,000** – On motion by Jamanow, seconded by Morton, it was moved to adopt **Resolution #2018-146** awarding a contract to Xylem Water Solutions USA, Inc. in the amount of \$80,916.00 for Flygt Replacement Pumps for Pump Station #2 at Woodstream Plant. Deputy Executive Director Lender explained that all pumps at Pump Station #1 were replaced last year. This project is in the Capital budget.

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

MOTION CARRIED: 5-0-0

**Resolution 2018-148: Supplemental Resolution Authorizing the issuance of Series 2018 Revenue Bonds in connection with the New Jersey Environmental Infrastructure Financing Program** – On motion by Morton, seconded by Jamanow, it was moved to adopt **Resolution #2018-148** authorizing a supplemental resolution for

the issuance of Series 2018 Revenue Bonds in connection with the New Jersey Environmental Infrastructure Financing Program. Deputy Executive Director Puszcz informed the Board that this is authorizing the Authority to issue bonds through the NJEIT program not to exceed 14.5 million dollars. This does not mean that we will necessarily borrow that amount; it is just a not to exceed limit. The projects that will be financed are the Elmwood storage building, the ASR Wells 13 & 14, several water main replacements including Heritage Village, Knox Boulevard, Woodlake Drive, Route 70 and Locust Avenue Pump Station replacement.

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

MOTION CARRIED: 5-0-0

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Rollins informed the Board that since our last meeting, there was only one water main break on August 29, 2018 at the intersection of Lanfair Road and Radnor Boulevard. This was repaired in-house.

Executive Director Rollins advised the Board that on September 9, 2018, we had a high flow violation at the Kings Grant Plant. This was actually a false reading from a transducer head that measures the flow. The bracket became loose and caused the false reading. We did report it to the State.

Executive Director Rollins reviewed the South Maple Avenue Water Main Project with the Board. The new water main is complete from Centre Boulevard to Main Street. The water main is filled with water, pressure tested and super chlorinated. After twenty four hours, it is flushed and tested for bacteria. This bacteria test is split with a commercial laboratory and the Authority's laboratory. Both tests need to prove no bacteria exist. One test result was positive and the other was negative. This procedure will need to be retested until they both are negative before the new water main can be connected to the water services.

Executive Director Rollins informed the Board of the annual AEA Commissioner's Supper which will be held on Thursday, October 18, 2018. The deadline for R.S.V. P. is September 26, 2018.

### **Resolution 2018-143: Authorizing entry into a three (3) year Shared Services**

**Agreement** – On motion by Morton, seconded by Jamanow, it was moved to adopt **Resolution #2018-143** authorizing entry into a three (3) year Shared Service Agreement with Evesham Fire District for the provision of safety and emergency services training to Authority employees.

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

NAY: None  
ABSTAIN: None

MOTION CARRIED: 5-0-0

### **ENGINEER'S REPORT**

**Review of Change Order #1 for South Maple Avenue Water Main Replacement.** Engineer Simpson advised the Board as to the necessity of Change Order #1, which was approved at the August meeting. Engineer Simpson reviewed the two traffic control phases and the location wires for the water main. The original design included alternating traffic patterns with one lane remaining open, but it was later determined that the road needed to be closed in its entirety. This resulted in a significant cost increase. This increase was caused by the road closure which was requested by the contractor and the Township for safety reasons, not by Burlington County requirements as previously concluded. The locator wire was added after the original bid was given which cost an additional \$900.00.

#### **Review of Engineer's Status Report**

**Update: South Side Water Storage Tank** – A meeting is being scheduled with the developer to discuss the location of the storage tank.

**Update: ASR Well 13/14 Treatment Program** – ASR Well 14 Screening project is getting ready to go to the NJDEP to obtain the necessary approvals.

**Update: Defense Drive Utility Replacement** – Nothing new to report.

**Update: Locust Avenue Pumping Station Upgrade** – The design is complete and being prepared to go to the NJDEP to obtain the necessary approvals.

**Update: Well 4 Emergency Generator** – Nothing new to report.

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

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

**Update: Elmwood WWTP Resiliency Improvements** – The design is currently being worked on. The Trust Fund application will need to be prepared.

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

**Resolution 2018-147: Approval of Change Order #2** – On motion by Lutner, seconded by Jamanow, it was moved to approve **Resolution #2018-147** approving Change Order #2 in the amount of \$10,170.00 to Mac Rose Corp., Inc. Engineer

Simpson explained that this change order is strictly for unmarked water utilities that were hit and needed to be repaired.

RECORDED VOTE:            AYE: Jamanow, Lutner, Tencza, Morton, 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** – This project is complete with the exception of the two year inspection in April 2020.

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

**Update: Elmwood Tertiary Filter Rehabilitation**

**Motion to approve a proposal**– On motion by Lutner, seconded by Tencza, it was moved to approve a proposal from Richard A. Alaimo in the amount of \$129,000.00 for Elmwood Tertiary Filter Rehabilitation.

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

MOTION CARRIED: 5-0-0

**Motion to approve S-1/W-1 for Evesham Family Apartment Urban Renewal LLC** – On motion by Jamanow, seconded by Morton, it was moved to approve S-1/W-1 for Evesham Family Apartment Urban Renewal LLC – Route 73 South (former Marlton Executive Park)

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

MOTION CARRIED: 5-0-0

**BOARD COMMENTS**

Commissioner Druss congratulated the Authority for receiving the Utilities of the Future Today Award. He also expressed his appreciation to Mayor Brown for his 12 years of service.

Commissioner Lutner stated his feeling of pride when he heard the announcement at the Township Council meeting on the Authority's Utilities of the Future Today Award. He also congratulated the Authority for all of their hard work.

Commissioners Tencza & Morton seconded their appreciation for the announcement on the Authority's Utilities of the Future Today Award.

Chairman Waters welcomed Joe Fisicaro back to the Board. He looks forward to Joe's experience and wealth of knowledge.

There was a motion to adjourn by Tencza, seconded by Morton. The meeting was adjourned at 8:22 P.M.

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

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for October 10, 2018 at 7:30pm.

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Christine Krimmel  
Executive Administrative Assistant

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