

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from January 2, 2019

Authority Board, Professionals, and Staff in Attendance:

Present: Chairman Walters, Vice Chairman Morton, Secretary Lutner, Commissioners Tencza, Jamanow, Druss and Fisicaro (7:50 p.m.)

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

Members of the Public:

None

Chairman Waters called the meeting to order at 7:35 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

December 5, 2018 – On motion by Jamanow, seconded by Tencza, it was moved to approve the minutes of December 5, 2018.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT

None

FINANCIAL

Resolution 2019-1: Payment of Bills

On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2019-1** approving the payment of the December 2018 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2019-2: Refunds, Credits & Cancellations – On motion by Jamanow, seconded by Morton, it was moved to adopt **Resolution #2019-2** approving the December 2018 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2019-3: Award of Emergency Contract in excess of \$6,000 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2019-3** awarding an emergency contract to Henkels & McCoy in the amount of \$7,000.00 for repairs of a water main break at 69 Cyder Court. Deputy Executive Director Lender explained that Henkels & McCoy was used because of the proximity of the break and gas pipe lines.

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

ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-4: Award of Contract in excess of \$6,000 – On motion by Jamanow, seconded by Lutner, it was moved to adopt **Resolution #2019-4** awarding a contract to Envirosight, LLC in the amount of \$11,065.00 for a Pipeline Video Inspection System. Deputy Executive Director Lender explained that this replaces the existing lateral camera. It helps the customer view where the issue is in their sewer line. This is in the capital budget.

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

MOTION CARRIED: 5-0-0

Resolution 2019-8: Award of Contract in excess of \$17,500 under Non Fair and Open – On motion by Tencza, seconded by Jamanow, it was moved to adopt **Resolution #2019-8** awarding a contract under Non Fair and Open to Hayes Pump, Inc. in the amount of \$25,240.00 for a Muniflo Rotary Lobe Pump for the Centrifuge at Elmwood Plant. Deputy Executive Director Lender explained this is a sludge pump that needed to be replaced. This is in the capital budget.

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

MOTION CARRIED: 5-0-0

Resolution 2019-9: Award of Emergency Contract in excess of \$6,000 – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-9** awarding an emergency contract to Henkels & McCoy in the amount of \$10,000.00 for repairs of a valve at Tuckerton and Laurel Road. Deputy Executive Director Lender explained due to the heavy volume of traffic on Tuckerton Road, the work had to be conducted overnight.

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

MOTION CARRIED: 5-0-0

Resolution 2019-10: Award of Emergency Contract in excess of \$6,000 – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2019-10** awarding an emergency contract to Henkels & McCoy in the amount of \$14,105.80 for repairs of a

sewer main break at North Cropwell Road. Deputy Executive Director Lender explained that the pipe collapsed on Cropwell Road.

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

MOTION CARRIED: 5-0-0

Resolution 2019-11: Award of Emergency Contract in excess of \$6,000 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2019-11** awarding an emergency contract to Xylem Dewatering Solutions, Inc. in the amount of \$11,520.00 for rental of (6) road plates and (8) lay flat hoses at Locust Avenue Lift Station. Deputy Executive Director Lender explained that a pump went bad in the lift station which caused a flood in the dry well. These road plates and flat hoses were rented so that the affected residents were able to access their driveways while the parts were on order.

RECORDED VOTE: AYE: Jamanow, Tencza, Lutner, 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 have been four water main breaks. One was on Christmas day, 3 Cardinal Court which was related to firefighting activity. The total water main breaks for 2018 is 44. The National average according to the Water Research Foundation is 45, this brings us just below average. However, this is a large jump from previous years.

Executive Director Rollins informed the Board of a Boil Water Advisory that went into effect today, January 2, 2019 for a water main break which occurred at Tinderbox Lane and Hamilton Road. This affected approximately 90 homes. The Boil Water Advisory was hand delivered to the residents and it is posted on our website.

Executive Director Rollins advised the Board that on December 28, 2018 Woodstream Plant experienced a mechanical failure of the clarifier drive assembly on Plant #1. This is the mechanisms that separate the water from solids. We repaired this in-house and notified the DEP. This may require some additional capital planning for replacement sometime in the near future.

Executive Director Rollins informed the Board that we have been notified by the DEP that Kings Grant has reached ninety five percent of its permitted flow in twelve consecutive months. This requires us to do a capacity assurance report. With the help of

MOTION CARRIED: 4-0-1

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

Update: ASR Well 13/14 Treatment Program – They are responding to the review comments with the NJDEP.

Update: Locust Avenue Pumping Station Upgrade – The plans and specifications will be submitted to the NJDEP for review this month.

Update: Route 70 Water Main – The Trust Fund applications for this project should be submitted by the end of the month.

Update: Route 70 Sewer Main – The Trust Fund applications for this project should be submitted by the end of the month.

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

Update: South Maple Avenue Water Main Replacement

Resolution 2019-6: Approval of Change Order #3 – On motion by Tencza, seconded by Lutner, it was moved to approve **Resolution #2019-6** approving Change Order #3 in the credit amount of (\$65,279.47) to Mac-Rose Corp, Inc.

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

MOTION CARRIED: 5-0-0

Resolution 2019-7: Approval of Change Order #4 – On motion by Morton, seconded by Lutner, it was moved to approve **Resolution #2019-7** approving Change Order #4 in the amount of \$32,235.00 to Mac-Rose Corp, Inc.

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

MOTION CARRIED: 5-0-0

Update: Knox Boulevard and Heritage Village Water Main Replacement – Nothing new to report.

Update: Elmwood Tertiary Filter Rehabilitation – Nothing new to report.

Update: Elmwood Storage Building – Nothing new to report.

Update: Water System Asset Management Plan

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 \$69,000.00 for a water system asset management plan.

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

MOTION CARRIED: 5-0-0

Update: North Cropwell Road Sewer Main Rehabilitation

Motion to approve a proposal– On motion by Tencza, seconded by Morton, it was moved to approve a proposal from Richard A. Alaimo in the amount of \$8,000.00 for North Cropwell Road sewer main rehabilitation.

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

MOTION CARRIED: 5-0-0

Resolution 2019-5: Reducing Performance Bonds – On motion by Tencza, seconded by Morton, it was moved to approve **Resolution #2019-5** reducing Performance Bonds for Barclay Chase at Marlton, 500 Barclay Blvd

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 McKenna Realty – On motion by Morton, seconded by Jamanow, it was moved to approve S-1/W-1 for McKenna Realty, 63 East Main Street

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Evesham Family Apartment Urban Renewal LLC – On motion by Morton, seconded by Jamanow, it was moved to approve S-3/W-3 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

Motion to approve S-2/W-2 for F T Equities LLC – On motion by Tencza, seconded by Morton, it was moved to approve S-2/W-2 for Royal Farms, 600 Route 73 North

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

MOTION CARRIED: 5-0-0

BOARD COMMENTS

Commissioner Druss thanked the employees that handled the water main break on Christmas day.

Commissioner Jamanow wished everyone a happy new year and thanked everyone for a good start on her first year as a board member. She stated what a pleasure it is working with the staff.

Commissioner Lutner wished everyone a happy new year. He told Executive Director Rollins that he likes his idea on the screw pump issue and said it was a pleasure being on the Board.

Commissioner Tencza thanked the Board for their hard work in 2018 and looks forward to it continuing in 2019. He thanked the staff for all of their hard work. He wished everyone a happy new year.

Commissioner Morton wished everyone a happy new year. He also announced that the Marlton Business Association has chosen the date for Marlton Day which will be held on Saturday, June 1, 2019.

Chairman Waters wished everyone a happy new year and said everyone is doing a great job. He looks forward to another stellar year in 2019. He appreciates the entire staff. He said that the holiday party was a very nice event.

There was a motion to adjourn by Tencza, seconded by Morton. The meeting was adjourned at 8:36 P.M.

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

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for February 6, 2019 at 7:30pm.

Christine Krimmel
Executive Administrative Assistant

APPROVED BY THE BOARD: _____