

## **EVESHAM MUNICIPAL UTILITIES AUTHORITY**

### **Meeting Minutes from September 14, 2021**

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

Present: Vice-Chairman Tencza, Secretary Lutner, Commissioners Kipness, Druss @ 7:40 (Not in attendance – Chairman Waters)

#### **Authority Board via Video Teleconferencing:**

Secretary Lutner, Commissioners Schmidt and Sweeney

Also Present: Executive Director Booth, Asset Management Supervisor Vandenberg, General Counsel Miccio, Engineer Simpson and Board Secretary Krimmel

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

None

Vice - Chairman Tencza called the meeting to order at 7:33 p.m.

#### **Opening Statement:**

Executive Director Booth read the opening statement as follows:

Both adequate and electronic notice of this meeting, pursuant to both the Open Public Meetings Act and Emergency Remote Meeting Protocol advised in Local Finance Notice 2020-21, has been given by the Director of Finance, Deputy Executive Director of the Evesham Municipal Utilities Authority on September 7, 2021 in the following manner:

1. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record
2. Posting written notice on the official Evesham MUA website
3. 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 4, 2021** – On motion by Kipness, seconded by Lutner, it was moved to approve the minutes of August 4, 2021.

RECORDED VOTE:            AYE: Kipness, Schmidt, Lutner, Tencza  
                                     NAY: None  
                                     ABSTAIN: Sweeney (Not in attendance)

MOTION CARRIED: 4-0-1

**PUBLIC COMMENT** (Agenda Items only)

None

**Resolution 2021-128: Payment of Bills** – On motion by Sweeney, seconded by Schmidt, it was moved to adopt **Resolution #2021-128** approving the payment of the August 2021 bills.

RECORDED VOTE:            AYE: Kipness, Sweeney, Schmidt, Lutner, Tencza  
                                     NAY: None  
                                     ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-129: Refunds, Credits & Cancellations** – On motion by Kipness, seconded by Schmidt, it was moved to adopt **Resolution #2021-129** approving the August 2021 refunds, credits & cancellations.

RECORDED VOTE:            AYE: Kipness, Sweeney, Schmidt, Lutner, Tencza  
                                     NAY: None  
                                     ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-130: Resolution 2021-130: Award under State Contract**– On motion by Lutner, seconded by Kipness, it was moved to adopt **Resolution #2021-130** award under State contract to Cherry Valley Tractor Sales in the amount of \$15,123.00 for a Baumalight mini brushfire mulcher. Executive Director Booth explained that this will be attached to our boom on our mini excavator to have access and clear easements.

RECORDED VOTE:            AYE: Kipness, Sweeney, Schmidt, Lutner, Tencza  
                                     NAY: None  
                                     ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-131: Award of Contract in excess of \$6,600** – On motion by Lutner, seconded by Kipness, it was moved to adopt **Resolution #2021-131** awarding a contract to Geiger Pump and Equipment Co. in the amount of \$20,624.00 for (2) two Pulsafeeder Pulsar M#25HJ with MPC controller for Brick Road Interconnect. Executive Director Booth explained that these two pumps will be used at the Brick Road interconnect. These hypochlorite pumps will replace original problematic equipment.

RECORDED VOTE:            AYE: Kipness, Sweeney, Schmidt, Lutner, Tencza  
                                      NAY: None  
                                      ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-132: Award of Contract in excess of \$6,600** – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2021-132** awarding a contract to A.C. Schultes Inc. in the amount of \$7,800.00 for Well Maintenance Inspections for all wells, interconnects and booster stations. Executive Director Booth explained that this resolution will allow A.C. Schultes to inspect our infrastructure of our wells, interconnect and booster stations. This is performed annually and provides an extensive report on what we need to undertake in the future.

RECORDED VOTE:            AYE: Kipness, Sweeney, Schmidt, Lutner, Tencza  
                                      NAY: None  
                                      ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-135: Authorizing entry into a three (3) year Shared Services Agreement** – On motion by Schmidt, seconded by Lutner, it was moved to adopt **Resolution #2021-135** 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: Druss, Sweeney, Schmidt, Lutner, Tencza  
                                      NAY: None  
                                      ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2021-136: Award of Contract in excess of \$6,600** – On motion by Druss, seconded by Sweeney, it was moved to adopt **Resolution #2021-136** awarding a contract to American Discount Fence in the amount of \$19,250.00 to replace fencing at Pine Grove Lift Station. Commissioner Sweeney questioned if American Fence meets the responsible contract language. Executive Director Booth responded that all

Contractors are supposed to go through that protocol, and he is currently in discussion with our General Counsel to discuss the laws on this topic. This will be discussed in further detail at the October 6<sup>th</sup> Board meeting.

RECORDED VOTE:            AYE: Druss, Schmidt, Lutner, Tencza  
                                      NAY: Sweeney  
                                      ABSTAIN: None

MOTION CARRIED: 4-1-0

**Resolution 2021-137: Award of Contract in excess of \$6,600** – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2021-137** awarding a contract to Howden Roots, LLC in the amount of \$12,968.00 to purchase, install and program a Horner HMI Service for the process blower controls as Woodstream Plant. Executive Director Booth explained that this will allow a representative from Howden Roots to come out and program a new HMI into the integrated system that we currently have in place. This system controls the entire life support of the Woodstream facility.

RECORDED VOTE:            AYE: Druss, Sweeney, Schmidt, Lutner, Tencza  
                                      NAY: None  
                                      ABSTAIN: None

MOTION CARRIED: 5-0-0

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

Executive Director Booth informed the Board that there was one violation in the past month. This violation occurred at the Woodstream Plant and is associated with the above resolution (Resolution 2021-137). The Authority went over the limit for e-coli. We are in the process of an affirmative letter to the State describing what occurred and what we are doing to correct the issue. It will be determined at a later date if the Authority will incur any violations from the State. There were two water main breaks since our last meeting: one on Cottonwood Drive and the other on Elmgate Road. There was a water main repair on West Main Street last week. This brings the total water main breaks for the year to date to thirteen, which is down 50% from the past two years. There were eleven discolored water complaints this month, which were geographically located and caused by the water main breaks. The customers were advised to flush their system, which resolved any issues. There were three odor complaints: two were associated with hot water heaters and the third was at Walmart, which was associated with a sink trap that was not being used often.

Executive Director Booth reminded the Board that fire hydrant flushing started this past week and will continue through September 24, 2021.

Executive Director Booth reminded the Board that he advised at the August meeting that Laboratory Manager Kaitlyn Fare would be in attendance at the September meeting to

discuss the Consumer Confidence Report; however, due to the meeting date change, he thought it was best to wait for the October board meeting.

Executive Director Booth advised the Board that they should have all received a copy of the Employee Handbook and requested that they review it so it can be discussed at the October meeting. JIF's deadline for the approval and implementation is November 1, 2021.

Executive Director Booth followed up on Commissioner Kipness' suggestion that the Authority get involved with World Water Day. Executive Director Booth advised that he looked into it extensively and it is geared to classroom activity. Executive Director Booth offered a suggestion that we host an Open House event to invite residents to learn more about water conservation and rain gardens. Commissioner Kipness advised that he will discuss the idea with Ila Vassalo of the Evesham Environmental Commission and get back to the Authority.

## **ENGINEER'S REPORT**

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

**Update: South Side Water Storage Tank** – We are currently working on the Pinelands application. We need additional survey information and are working with the current property owner.

**Update: Route 70 Water Main** – We continue to work on the last easement.

**Update: Route 70 Sewer Main** – We continue to work on the last easement.

**Update: Elmwood WWTP Resiliency Improvements** – Most of the work is complete. The contractor is waiting for flood gates to be delivered.

**Update: Knox Boulevard Water Main Replacement** – This project is complete.

**Update: Heritage Village (Phase 2) Water Main Replacement** – The design is near completion and should be complete this month. We will request to advertise for bids at next month's meeting.

**Update: Elmwood Storage Building** – This project has been placed on hold due to availability of funds.

**Update: Elmwood Tertiary Filter Rehabilitation** – The contractor is almost complete with the retro fitting of the second of the two chambers. The filter equipment for the second tank will be delivered this week.

**Update: Well No. 7 Building –**

**Motion to Approve an increase in a Proposal** – On motion by Schmidt, seconded by Lutner it was moved to approve an increase in a proposal from Richard A. Alaimo Associates previously approved in the amount of \$170,500 to a new price of \$324,000. Engineer Simpson explained in detail why the increase was required. Commissioners raised questions and Engineer Simpson responded to their inquiries.

RECORDED VOTE:            AYE: Druss, Sweeney, Schmidt, Tencza  
                                       NAY: Lutner  
                                       ABSTAIN: None

MOTION CARRIED: 4-1-0

**Update: Greenbrook Drive Water Main Replacement** – RTW Construction completed the paving this week. The new water main has been replaced.

**Resolution 2021-138: Approval of Change Order #1** – On motion by Schmidt, seconded by Lutner, it was moved to approve **Resolution 2021-138** approving Change Order #1 in the credit amount of \$23,163.68 to RTW Construction, Inc.

RECORDED VOTE:            AYE: Druss, Sweeney, Schmidt, Lutner, Tencza  
                                       NAY: None  
                                       ABSTAIN: None

MOTION CARRIED: 5-0-0

**Update: Defense Drive Water Main Replacement** –This project is substantially complete.

**Update: North Cropwell Sewer Siphon** – No quotes were received on this project.

**Update: Kings Grant WWTP Internal Recycle Pipe –**

**Resolution 2021-134: Award of Contract in excess of \$44,000** – On motion by Druss, seconded by Schmidt, it was moved to adopt **Resolution 2021-134** awarding a contract to Level-1 Construction in the amount of \$191,000.00 for the Kings Grant WWTP Internal Recycle Pipe.

RECORDED VOTE:            AYE: Druss, Sweeney, Schmidt, Lutner, Tencza  
                                       NAY: None  
                                       ABSTAIN: None

MOTION CARRIED: 5-0-0

**Update: Kings Grant Effluent Force Main Replacement** – The field survey is complete and the design is underway. This will be completed in September.

**Resolution 2021-133: Release of Performance Bonds** – On motion by Druss, seconded by Schmidt, it was moved to adopt **Resolution #2021-133** releasing performance bonds for Millwood Builders, Inc.

RECORDED VOTE:            AYE: Druss, Sweeney, Schmidt, Lutner, Tencza  
                                      NAY: None  
                                      ABSTAIN: None

MOTION CARRIED: 5-0-0

**Motion to approve S-1/W-1 for La Scala Fire** – On motion by Druss, seconded by Schmidt, it was moved to approve S-1/W-1 for La Scala Fire – 500 Route 73 South

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

MOTION CARRIED: 5-0-0

### **GENERAL COUNSEL'S REPORT**

General Counsel Miccio had nothing to report.

### **PUBLIC COMMENT**

None

### **BOARD COMMENTS**

Commissioner Kipness questioned if the MUA was all set for the Evesham Harvest Fest. Vice-Chairman Tencza confirmed that Executive Director Booth and Asset Management Supervisor Vandenberg will be in attendance. Commissioner Kipness showed appreciation to Engineer Simpson on his explanation of the increase on his proposal.

Commissioner Druss asked Executive Director Booth if everything was going well and showed appreciation to Engineer Simpsons on his explanation of the increase on his proposal.

Commissioner Sweeney expressed appreciation to Executive Director Booth and his entire staff for all of their hard work.

Commissioner Schmidt expressed appreciation to Vice-Chairman Tencza for conducting tonight's meeting. He believes everyone had good questions tonight and appreciates everyone's hard work.

Commissioner Lutner expressed appreciation to Vice-Chairman Tencza for conducting tonight's meeting. He believes everyone is doing a great job.

Commissioner Tencza expressed appreciation to the commissioners, Engineer Simpson, General Counsel Miccio and the entire Authority staff for all of their hard work.

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 8:31 P.M.

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

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for October 6, 2021 at 7:30pm.

\_\_\_\_\_  
Christine Krimmel  
Executive Administrative Assistant

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