

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from December 1, 2021

Authority Board, Professionals and Staff in Attendance:

Present: Chairman Waters, Vice Chairman Tencza, Secretary Lutner, Commissioners Schmidt (arrived @ 7:34), Kipness, Druss (arrived @ 7:33)

Authority Board via Video Teleconferencing:

Commissioner Sweeney (entered @ 7:36)

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Asset Management Supervisor Vandenberg, General Counsel Morris, Engineer Simpson and Board Secretary Kimmel

Members of the Public:

None

Chairman Waters called the meeting to order at 7:32 p.m.

Opening Statement:

Secretary Lutner 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 March 25, 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

November 3, 2021 – On motion by Lutner, seconded by Druss, it was moved to approve the minutes of November 3,2021.

RECORDED VOTE: AYE: Druss, Schmidt, Lutner, Waters
 NAY: None
 ABSTAIN: Tencza (not in attendance)

MOTION CARRIED: 4-0-1

November 22, 2021 – On motion by Tencza, seconded by Lutner, it was moved to approve the minutes of November 22,2021.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT (Agenda Items only)

None

Resolution 2021-163: Payment of Bills – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2021-163** approving the payment of the November 2021 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2021-164: Refunds, Credits & Cancellations – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2021-164** approving the November 2021 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2021-165: Authorizing advertisement for 2022 Professional Contracts – On motion by Schmidt, seconded by Lutner, it was moved to adopt **Resolution #2021-165** authorizing advertisement for 2022 Professional Contracts.

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

MOTION CARRIED: 5-0-0

Resolution 2021-167: Award of Contract in excess of \$6,600 – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2021-167** awarding a contract to JEM Paving in the amount of \$36,662.31 to mill and pave Defense Drive. Executive Director Booth explained that the contract to replace this water main included paving for the trench. It was then decided by (former) Executive Director Rollins and the residents on Defense Drive that it would be best to repave the entire street due to past water main breaks and sporadic repairs on the street.

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

MOTION CARRIED: 5-0-0

Resolution 2021-168: Award of a two year Contract extension in excess of \$6,600 – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2021-168** awarding a two year contract extension to Emerson Process Management Power & Water Solutions, Inc. in the amount of \$36,470.00 for an OE Upgrade-Support contract for water SCADA. Executive Director Booth explained that this is for the support and upgrade of our SCADA system for all of our wells. This is a two year contract.

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

MOTION CARRIED: 5-0-0

Resolution 2021-169: Award of Contract in excess of \$44,000 – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2021-169** awarding a contract to Advanced Traffic Control, LLC in accordance with their proposal for Work Zone Traffic Safety and Traffic Control Services. Executive Director Booth explained that Advanced Traffic Control was low bid and is our current contractor for work zone traffic and safety control. The Authority is happy to continue service with them.

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

MOTION CARRIED: 5-0-0

Resolution 2021-171: Authorizing Sale of Public Property – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2021-171** authorizing Sale of Public Property no longer needed for public use through on-line auction at Municibid.com. Executive Director Booth advised the Board of the vehicles/equipment to be auctioned and requested approval to advertise and sell them through Municibid.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR’S REPORT

Executive Director Booth informed the Board that there is a potential violation for the month of November. The Authority failed the bioassay testing which is the toxicity level at the Elmwood Treatment process. We believe that it is a quality control issue with our contracted laboratory, because all in-house testing indicates that we did not have a problem on these dates. The Authority contacted the State (by requirement) and the enforcement officer with 30 years’ experience sees that this is an irregularity and without saying seems to believe that it is a quality control issue with our contracted laboratory. We will not know until next quarter but are quite confident that this is an isolated incident. There were four water main breaks in November. All repairs were performed in-house. There were two discolored water complaints, which were rectified by flushing the lines. There was one odor complaint. A technician went out and tested the water system in the customer’s home, but all tests came back negative.

Executive Director Booth advised the Board that on November 16, 2021, Ila Vassallo of the Evesham Environmental Commission along with some volunteers from Rutgers and the Pineland Commission came out to the Elmwood Plant and cleaned up the rain garden. It looks really nice, but we will need to wait until spring to see the results.

Executive Director Booth advised the Board that the Authority will host an AEA cohort at the Woodstream facility on December 8, 2021 to discuss operation challenges, changes and techniques. Executive Director Booth will be the moderator. He invited the commissioners to attend if they are interested.

Executive Director Booth invited the Board to the Staff Appreciation luncheon which will be held on December 10, 2021 at Gibson House.

ENGINEER’S REPORT

Review of Engineer’s Status Report

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

Update: Route 70 Water Main – We are preparing permit applications to the New Jersey Dept. of Transportation to perform work on the shoulder of the road.

Update: Route 70 Sewer Main – We are preparing permit applications to the New Jersey Dept. of Transportation to perform work on the shoulder of the road.

Update: Elmwood WWTP Resiliency Improvements – Most of the work is complete. The contractor is waiting for flood gates to be delivered. The delivery date has been moved to February.

Update: Heritage Village (Phase 2) Water Main Replacement – The design is near completion and should be complete this month.

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

Update: Elmwood Tertiary Filter Rehabilitation – This project is essentially complete.

Update: Well No. 7 Building – The contractor started the demolition of the original building and will continue working while they wait for the generator and other equipment to come in.

Update: North Cropwell Sewer Siphon – We will combine this with the Route 70 Sewer Main lining to receive more competitive pricing.

Update: Kings Grant WWTP Internal Recycle Pipe – We are waiting for the contractor to get his deliveries in and then they will start the project.

Update: Kings Grant Effluent Force Main Replacement – This will be going out to bid shortly.

Update: Well No. 6 Re-drill – Nothing new to report.

Update: Woodlake Drive Water Main Replacement –

Resolution 2021-166: Approval of Change Order #3 – On motion by Lutner, seconded by Schmidt, it was moved to approve **Resolution 2021-166** approving Change Order #3 in the amount of \$42,238.00 to Pioneer Pipe Contractors, Inc.

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Target Outparcels – On motion by Schmidt, seconded by Lutner, it was moved to approve S-3/W-3 for Target Outparcels – Route 73 & Ardsley Drive (Lot 4.10)

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

MOTION CARRIED: 5-0-0

Motion to approve S-1/W-1 for 3 Executive Drive Evesham AMS Urban LLC. – On motion by Tencza, seconded by Schmidt, it was moved to approve S-1/W-1 for 3 Executive Drive Evesham AMS Urban LLC. c/o AMS Acquisitions – 3 Executive Dr.

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Chopt Salad Company – On motion by Lutner, seconded by Schmidt, it was moved to approve S-3/W-3 for Chopt Salad Company – Suite E-2 (Marlton Square) – 300 Route 73 South

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

MOTION CARRIED: 5-0-0

Resolution 2021-172: Release Performance Guarantees for Country Club Acres – On motion by Schmidt, seconded by Lutner, it was moved to approve **Resolution 2021-172** releasing performance guarantees for Country Club Acres

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

MOTION CARRIED: 5-0-0

GENERAL COUNSEL'S REPORT

General Counsel Morris requested the Board to approve the following resolution.

Resolution 2021-170 Authorize a Prototype “Partial Payment Agreement” – On motion by Schmidt, seconded by Lutner, it was moved to approve **Resolution 2021-170**

authorizing a Prototype “Partial Payment Agreement” with certain Prospective Customers of the Evesham Municipal Utilities Authority.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Lutner wished everyone a happy and healthy holiday season.

Commissioner Kipness wished everyone a happy and healthy holiday season.

Commissioner Lutner wished everyone a happy and healthy holiday season.

Commissioner Schmidt mentioned that his son came home for Thanksgiving and raved about how good Evesham water tastes compared to the water at his college. He expressed appreciation to Executive Director Booth and the staff for updating our website on having a lead safe environment. He hopes that we are getting a reasonable response from residents. Commissioner Schmidt informed the Board that he will not be attending the January 5, 2022 meeting. He wished everyone a happy and healthy holiday season. He expressed appreciation to the entire staff for a very trying year.

Commissioner Tencza expressed appreciation for all of the water main breaks being handled in-house. He wished everyone a happy and healthy holiday season.

Chairman Waters expressed appreciation to the entire staff and believes they are top notch; he appreciates all that they do. He expressed appreciation to Peggy Gallos and the entire group at AEA for their excellent conference last month. He wished everyone a happy and healthy holiday season.

There was a motion to adjourn by Tencza, seconded by Lutner. The meeting was adjourned at 8:01 P.M.

RECORDED VOTE: AYE: Sweeney, 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 January 5, 2022 at 7:30 p.m.

Christine Krimmel
Executive Administrative Assistant

APPROVED BY THE BOARD: _____