

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from January 5, 2022

Authority Board, Professionals and Staff in Attendance via Video Teleconferencing:

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

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

Members of the Public:

None

Chairman Waters called the meeting to order at 7:34 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 December 30, 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

December 1, 2021 – On motion by Tencza, seconded by Kipness, it was moved to approve the minutes of December 1, 2021.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2022-1: Payment of Bills – On motion by Tencza, seconded by Sweeney, it was moved to adopt **Resolution #2022-1** approving the payment of the December 2021 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2022-2: Refunds, Credits & Cancellations – On motion by Kipness, seconded by Sweeney, it was moved to adopt **Resolution #2022-2** approving the December 2021 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2022-3: Award of Contract in excess of \$6,600 – On motion by Lutner, seconded by Sweeney, it was moved to adopt **Resolution #2022-3** awarding a contract to Gayle Corporation in the amount of \$8,030.70 for (2) two Gorman-Rupp rotating assemblies. Executive Director Booth explained that these rotating assemblies will be spares for our pump stations.

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

MOTION CARRIED: 5-0-0

Resolution 2022-4: Award of Contract in excess of \$6,600 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2022-4** awarding a contract to

ALS Environmental in the amount of \$20,477.00 for 2022 Wastewater and Sludge Testing. Executive Director Booth explained that this annual testing is for our wastewater and sludge testing. They will perform the testing for anything that our in-house laboratory is not certified to process.

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

MOTION CARRIED: 5-0-0

Resolution 2022-5: Award of Contract in excess of \$6,600 – On motion by Lutner, seconded by Sweeney, it was moved to adopt **Resolution #2022-5** awarding a contract to Pace Analytical Services in the amount of \$7,192.00 for 2022 Drinking Water Testing. Executive Director Booth explained that this annual testing is for our drinking water testing. They will perform the testing for anything that our in-house laboratory is not certified to process.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth informed the Board that there were eight water main breaks since our last meeting. Seven of the repairs were performed in-house and the eighth one was repaired by our emergency contractor due to the depth of the water main break. There were no discolored water complaints but we had two odor complaints. They were both chlorine complaints. A technician went out but there were no odors at that time. They tested the water system in the customers' homes, but both results came back as in compliance. There were no violations in the month of December; however, earlier in the month, Executive Director Booth sent an email about the PFAS violation that occurred to Willingboro MUA, which is a source water utility to Evesham MUA. Fortunately, their wells that were in violation, did not impact the water quality for which source that provides water to Evesham MUA. The interconnect between Mount Laurel and Willingboro is monitored and tested regularly for PFAS compounds as well as others. In addition, once Willingboro detected the PFAS compounds, they shut their wells down immediately. Those wells will not be back in service until they rectify the situation, which could take months, if not years.

Executive Director Booth announced that one of our employees, Rich Foley, Safety Coordinator has retired as of January 1, 2022. Rich dedicated his time to site inspections, setting up safety training and ensuring that all of our employees used proper PPE as well as other tasks. Executive Director Booth wished him well in all of his future

endeavors. Also, as of Friday, January 7, 2022, our GIS Coordinator, Bob Punk will be leaving the Authority. Executive Director Booth wish him well in his future endeavors.

Executive Director Booth advised the Board that due to an increase in coronavirus cases, the Authority has resumed wearing masks in all common areas, as well as, clean in and out procedures. We will continue to monitor and adjust procedures by following the CDC and State local guidelines. Coronavirus has strongly impacted the Authority in the last month, but we continue to work strong.

Motion to Approve Employment Agreements – On motion by Sweeney, seconded by Lutner, there was motion to approve Employment Agreements for Kaitlyn Fare, James Higgins and Christopher Vandenberg.

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

MOTION CARRIED: 5-0-0

ENGINEER’S REPORT

Resolution 2022-8: Award of Chemical Contracts– On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2022-8** awarding of Chemical Contracts per the Consulting Engineer’s recommendation. Engineer Simpson advised the Board that they advertised for nine chemical bids. Engineer Simpson received one bid for each chemical. The cost of chemicals are significantly higher than in previous years. Engineer Simpson recommends awards of only one year contracts for each of the chemicals in the hopes that next year we have a better climate for bidding. The Authority is seeing an overall increase of 48% in the total amount projected to be spent on chemicals.

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

MOTION CARRIED: 5-0-0

Review of Engineer’s Status Report

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

Update: Route 70 Water Main – We have applied to the NJDOT for a lane occupancy permit.

Update: Route 70 Sewer Main – We have already applied to the NJDOT for a lane occupancy permit. Once this is received, we will be requesting authorization to bid.

Update: Elmwood WWTP Resiliency Improvements – The improvements are complete, MBE Mark III is waiting on the delivery of the flood proof doors which is scheduled for mid-February.

Update: Heritage Village (Phase 2) Water Main Replacement – The BWSE permit application will be submitted soon.

Update: Elmwood Storage Building – This project remains on hold.

Update: Elmwood Tertiary Filter Rehabilitation – This project is substantially complete. There are a few punch list items that are being worked on.

Update: Well No. 7 Building –

Resolution 2022-7: Approval of Change Order #1 – On motion by Lutner, seconded by Tencza, it was moved to approve **Resolution 2022-7** approving Change Order #1 in the amount of \$26,627.00 to Eagle Construction Services, Inc.

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

MOTION CARRIED: 5-0-0

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 receive the equipment. Once they receive it, they will continue to work on the project.

Update: Kings Grant Effluent Force Main Replacement –

Resolution 2022-6: Reject Bids and Authorize Administration to seek new Bids – On motion by Tencza, seconded by Druss, it was moved to approve **Resolution 2022-6** rejecting bids and authorize Administration to seek new bids for Kings Grant Effluent Force Main Replacement. Engineer Simpson explained that of the two bidders, the low bidder withdrew their bid due to errors they made on the bid process and the second bid is above the estimated cost of the proposal.

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

MOTION CARRIED: 5-0-0

Update: Well No. 6 Re-drill – The plans have been completed and will be submitted to the Township Code Official within the next week. We will wait for their review comments before we request authorization to go out for bids.

Motion to approve S-3/W-3 for Pressed Juicery – On motion by Lutner, seconded by Sweeney, it was moved to approve S-3/ W-3 for Pressed Juicery – The Promenade, 500 Route 73 South

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

MOTION CARRIED: 5-0-0

GENERAL COUNSEL'S REPORT

General Counsel Gillespie wished everyone a happy and safe new year. He had nothing to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Kipness wished everyone a happy and healthy new year. He wished the employees leaving much success in their future endeavors. He congratulated the three employees in their new positions.

Commissioner Druss agreed with all of Commissioner Kipness' comments. He also mentioned that Commissioner Lutner is up for his term and thanked him being a great mentor and looks forward to his renewal.

Commissioner Lutner wished everyone a happy, healthy and prosperous new year. He expressed his concern of the inflation of the chemicals and other contracted bids that the Authority will endure. He believes that we will need to look at the budget for next year. He expressed well wishes to Rich Foley and Bobby Punk for their future endeavors. He also congratulated Kaitlyn Fare, Jim Higgins and Christopher Vandenberg on their new positions. He believes that they will do a great job. He confirmed that his term does run out at the end of the month, and he did submit his name for reappointment. If he is not reappointed, he expressed his enjoyable time as a commissioner. He believes that the management team that he has worked with is tremendous. He hopes to see everyone on February 2nd at the reorganization meeting.

Commissioner Sweeney wished everyone a happy and healthy new year. He congratulated everyone in their new positions. He wished everyone to stay safe.

Commissioner Tencza wished everyone a happy and healthy new year and to stay positive. He congratulated Kaitlyn Fare, Jim Higgins and Christopher Vandenberg on their new positions. He expressed appreciation to the staff that executed the staff appreciation luncheon. He believes the food was good and that everyone had a nice time. He expressed appreciation to Commissioner Lutner and hopes he is reappointed.

Chairman Waters wished everyone a great 2022. He wished the employees leaving much success in their future endeavors. He believes that the management changes and working with Executive Director Booth will help the MUA move forward. He congratulated Christopher Vandenberg, Jim Higgins and Kaitlyn Fare in their new appointments. He also expressed appreciation to the entire staff and enjoyed seeing them at the luncheon. He thanked Commissioner Lutner for all of his work and hopes to continue to work with him.

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 8:15 P.M.

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

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for February 2, 2022 at 7:30pm.

Christine Krimmel
 Executive Administrative Assistant

APPROVED BY THE BOARD: _____