

# **EVESHAM MUNICIPAL UTILITIES AUTHORITY**

## **Meeting Minutes from May 5, 2022**

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

Present: Chairman Waters, Vice-Chairman Tencza, Commissioners Schmidt, Druss and Kipness (Not in attendance – Commissioner Hunter)

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

Commissioner Sweeney

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Operations Manager Higgins, Asset Manager Vandenberg, General Counsel Grant, Engineer Simpson and Board Secretary Krimmel

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

None

Chairman Waters called the meeting to order at 7:03 p.m.

### **Opening Statement:**

Secretary Schmidt 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 April 12, 2022 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**

**April 6, 2022** – On motion by Druss, seconded by Tencza, it was moved to approve the minutes of April 6, 2022.

RECORDED VOTE:            AYE: Druss, Sweeney, Tencza  
                                     NAY: None  
                                     ABSTAIN: Schmidt and Waters (Not in attendance)

MOTION CARRIED: 3-0-2

**PUBLIC COMMENT** (Agenda Items only)

None

**FINANCIAL**

**Resolution 2022-54: Payment of Bills** – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2022-54** approving the payment of the April 2022 bills.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-55: Refunds, Credits & Cancellations** – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2022-55** approving the April 2022 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-56: Award of Emergency Contract in excess of \$6,600** – On motion by Schmidt, seconded by Tencza, it was moved to adopt **Resolution #2022-56** awarding an emergency contract to Complete Controls Services in the amount of \$9,830.00 for an eight inch Rosemount Magnetic Flowmeter for the Golf Course line at Elmwood Plant. Operations Manager Higgins explained that this is for the golf course pond on Elmwood Road, it is used for irrigation.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-57: Authorizing Award of Contract through Sourcewell National Cooperative Purchasing Program**

– On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2022-57** awarding a contract through Sourcewell National Cooperative Purchasing Program to Enterprise Fleet Management in the amount of \$183,000.00 to lease and maintain 10 new vehicles (2 SUV's and 8 pick-up trucks) and sale of existing vehicles. Executive Director Booth explained that this is a contract that will assist the Authority for fleet management which secures new vehicle leases, handles maintenance and registration and sells our old vehicles. Enterprise will manage all of these duties on behalf of the Authority. This will free up personnel for other jobs. This contract will authorize Enterprise to sell 10 Authority vehicles and procure their replacements. The idea of this program is to always have newer vehicles which reduces repair cost and fuel costs. If the Authority does not find the program satisfying, we can terminate it at any time.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-58: Approve Antenna Lease Agreement with DISH Wireless, LLC**

– On motion by Schmidt, seconded by Druss, it was moved to adopt **Resolution #2022-58** approving an antenna lease agreement with DISH Wireless, LLC for the purposes of the installation, operation and maintenance of radio transmitting and receiving equipment at the Kings Grant, Merchants Way water tower. Deputy Executive Director Puszcz explained that DISH Wireless has been shopping various locations to house their wireless equipment and they selected the Merchants Way water tower. This is a welcome addition since the Authority lost leases over the past several years due to the takeover of smaller cellular companies, and more recently, the T-Mobile-Sprint merger. This lease will generate a revenue of \$36,000.00 the first year with a three percent escalation each year after. If approved, Deputy Executive Director Puszcz will work with General Counsel to prepare the lease agreement. This will be a twenty year term.

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

MOTION CARRIED: 5-0-0

**Motion to Approve a Proposal** – On motion by Schmidt, seconded by Druss it was moved to approve a proposal from Environmental Resolutions, Inc. in the amount of \$22,000.000 for professional services to investigate options to allow the Woodstream Wastewater Treatment Plant to meet its future nitrate limit of 13.00 mg/L daily maximum.

Executive Director Booth explained that the Authority would like for Environmental Resolutions (ERI) to do a study on the nitrate limits. The State of New Jersey DEP has refined their nitrate limits for discharging into receiving waters, which is Pennsauken creek, not to exceed 13.00mg/L per day. The Authority is currently 19 to 26 mg/L. ERI will look into ways to reduce the nitrate limit, hopefully in-house, to avoid large processing modifications. This permit will go into effect in 2024.

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

MOTION CARRIED: 5-0-0

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

Executive Director Booth informed the Board that there was a nitrates violation at the Kings Grant plant on April 21, 2022. The DEP does not consider this to be a serious violation, but they would like to be notified on the findings. We believe we have the situation under control and will advise them. There was one water main break since our last meeting, which was repaired in-house. There was one discolored water complaint which we believe was caused from renovations being done at the property.

Executive Director Booth advised the Board that the Authority received a nice phone call from Tom Donahue from the Evesham Board of Education expressing his appreciation to Regulatory Compliance Manager Kropa and her staff for the lead and copper sampling that they did at all of the Evesham schools. He said they did a great job.

Executive Director Booth informed the Board that on May 9, 2022, the Authority will be receiving the New Jersey Water Environment Association, Samuel T. McGhee Award. This award is in recognition of outstanding support and partnership of water and wastewater utilities with the NJWEA in the training and continuing education of operators, engineers and scientists to continue to protect the water environment.

### **ENGINEER'S REPORT**

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

#### **Update: Chemical Contract**

**Resolution 2022-60: Approval of Change Order #1** – On motion by Tencza, seconded by Schmidt, it was moved to approve Resolution 2022-60 approving Change Order #1 in the amount of \$2,091.10 to JCI Jones, Inc. for Gaseous Chlorine.

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

MOTION CARRIED: 5-0-0

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

**Update: Route 70 Water Main** – We have received the NJDOT occupancy permit. We will proceed with bidding once funding is in place.

**Update: Route 70 Sewer Main** – A contract has been awarded to Insituform Technologies. A preconstruction meeting will be held in May.

**Update: Elmwood WWTP Resiliency Improvements** – This project is substantially complete, but they are still waiting for the last component.

**Update: Heritage Village (Phase 2) Water Main Replacement** – We will receive bids for this project on May 12, 2022.

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

**Update: Well No. 7 Building** – Nothing new to report.

**Update: Kings Grant Effluent Force Main Replacement** – A contract has been awarded to Coastline Construction. A preconstruction meeting will be held in May.

**Update: Well No. 6 Re-drill** – We will receive bids for this project on May 12, 2022.

**Update: Heritage Village (Phase 3) Water Main Replacement** – We will be surveying the roads over the next few months.

**Update: Elmwood UV Disinfection** – We have commenced design on this project.

**Motion to approve S-3/W-3 for Poke Brothers** – On motion by Schmidt, seconded by Tencza, it was moved to approve S-3/W-3 for Poke Brothers – 300 Route 73 South – Unit E 3.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-61: Executive Session** – On motion by Tencza, seconded by Schmidt, it was moved to enter into Executive Session at 7:33 p.m. to discuss personnel matters.

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

MOTION CARRIED: 5-0-0

On motion by Tencza, seconded by Druss, it was moved to come out of Executive session at 7:53 p.m.

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

MOTION CARRIED: 5-0-0

**Motion to approve an Employment agreement for Director of Personnel, Safety & Security**– On motion by Tencza, seconded by Druss there was a motion to approve an employment agreement for the Director of Personnel, Safety & Security.

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

MOTION CARRIED: 5-0-0

**GENERAL COUNSEL’S REPORT**

General Counsel Grant advised there is nothing new to report.

**PUBLIC COMMENT**

None

**BOARD COMMENTS**

Commissioner Druss expressed appreciation for the work done on the leased vehicle agreement and the study being done on the nitrate limits. He congratulated the Authority on their award from NJWEA.

Commissioner Kipness congratulated the Authority on the NJWEA award and said to keep up the good work.

Commissioner Sweeney congratulated the Authority on the NJWEA award. He expressed appreciation to Deputy Executive Director Puszcz on her financial report and Executive Director Booth on the leased vehicle agreement.

Commissioner Schmidt congratulated the Authority on the NJWEA award. He advised the Board that he will not be attendance at the June 1, 2022 board meeting.

Commissioner Tencza congratulated the Authority on the NJWEA award. He expressed appreciation to our professionals, executive board, commissioners and the entire staff. He also advised the Board that he will not be attendance at the June 1, 2022 board meeting.

Chairman Waters expressed appreciation to the entire staff. He believes they do an excellent job. He also congratulated everyone involved in receiving the NJWEA award. Chairman Waters advised that he had the opportunity to be with people involved with the Natural Gas Utility and said they are trying to get a Bill done with the State of New Jersey to bring renewable natural gas to New Jersey.

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 7:58 P.M.

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

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for Wednesday, June 1, 2022 at 7:00 p.m. at the Evesham Municipal Complex, 100 Sharp Road, Marlton, NJ 08053.

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Christine Krimmel  
 Office Manager

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