

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from June 1, 2022

Authority Board, Professionals and Staff in Attendance

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

Authority Board via Video Conferencing:

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 Kimmel

Members of the Public:

None

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

Opening Statement:

Asst. Secretary Hunter 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

May 5, 2022 – On motion by Kipness, seconded by Hunter, it was moved to approve the minutes of May 5, 2022.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2022-62: Payment of Bills – On motion by Druss, seconded by Kipness, it was moved to adopt **Resolution #2022-62** approving the payment of the May 2022 bills.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-63: Refunds, Credits & Cancellations – On motion by Kipness, seconded by Druss, it was moved to adopt **Resolution #2022-63** approving the May 2022 refunds, credits & cancellations.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-64: Authorizing a Public Hearing for Proposed Adjustments to schedule of Connection Fees for water and wastewater service for Restaurants with outdoor seating – On motion by Druss, seconded by Sweeney, it was moved to adopt **Resolution #2022-64** authorizing a Public Hearing for Proposed Adjustments to schedule of Connection Fees for water and wastewater service for Restaurants with outdoor seating. Executive Director Booth explained that the Authority has determined that it is necessary to adjust connection fees for water and wastewater service for restaurants with outdoor seating so that said fees, together with other charges, represent a fair payment toward the cost of water and wastewater service facilities. Since the

outdoor seating is only available for seasonal use, the Authority will reduce the connection fee for the outdoor seating section by 1/3 for new restaurants.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-65: Authorizing Sale of Public Property – On motion by Hunter, seconded by Kipness, it was moved to adopt **Resolution #2022-65** authorizing Sale of Public Property no longer needed for public use through on-line auction at Municibid.com. Operations Manager Higgins advised the Board of the vehicles/equipment to be auctioned and requested approval to advertise and sell them through Municibid.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-67: Award of Contract in excess of \$6,600 – On motion by Kipness, seconded by Hunter, it was moved to adopt **Resolution #2022-67** awarding a contract to Gen Serve, Inc. in the amount of \$8,881.19 to remove and replace an existing transfer switch at Riding Run Lift Station. Operations Manager Higgins explained that the transfer switch is currently not working and we are using a bypass pump until the new switch gets delivered.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-68: Award of Contract in excess of \$6,600 – On motion by Druss, seconded by Kipness, it was moved to adopt **Resolution #2022-68** awarding a contract to Park Pumps & Controls Inc. in the amount of \$15,776.00 to supply (2) two magnesium hydroxide systems for grease and odor control at New World and Cropwell Lift Stations. Operations Manager Higgins explained that these systems will be used at two of our largest lift stations. Magnesium hydroxide helps break up the grease in the system.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-70: Adoption of FY 23 Water/Sewer Budget – On motion by Druss, seconded by Kipness, it was moved to adopt **Resolution #2022-70** to adopt the FY 23 Water/Sewer Budget. Deputy Executive Director Puszcz explained that this resolution will formally adopt the budget. The Authority’s budget will be returned to the Department of Community Affairs for their final adoption so it can be implemented on July 1, 2022.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-71: Authorizing a Shared Service Agreement with Mount Laurel Township MUA and Township of Deptford MUA for Special Counsel Services regarding a pending rate matter involving New Jersey American Water Company – On motion by Druss, seconded by Kipness, it was moved to adopt **Resolution #2022-71** authorizing a Shared Service Agreement with Mount Laurel Township MUA and Township of Deptford MUA for Special Counsel Services regarding a pending rate matter involving New Jersey American Water Company. Executive Director Booth reminded the Board that this was discussed last month. This resolution will allow the Authority to join the coalition against American Water’s pending 11.5 percent bulk water purchase rate increase.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2022-72: Authorizing Award of a one year Contact through NASPO Value Point National Cooperative Purchasing Program – On motion by Hunter, seconded by Kipness, it was moved to adopt **Resolution #2022-72** authorizing award of contact through NASPO Value Point National Cooperative Purchasing Program to Cellco Partnership dba Verizon Wireless in the amount not to exceed \$44,000.00 for cellular, broadband & GPS services. Deputy Executive Director Puszcz explained that our current contract for all of our devices which are not Apple products were originally awarded through New Jersey State Contract. Verizon has now moved away from state contract and is now using a National Cooperative pricing system called NASPO Value Point for all products and devices. Currently our i-phones and i-pads are on a NASPO contract, this contract award will move the remaining cell phones, tablets and GPS services to the same contract. The contract in pricing will remain the same for cellular phone service but will increase slightly on the GPS and the tablets. The difference in price is approximately \$5,800.00 per year. The not to exceed contract award of \$44,000.00 will

accommodate any changes or additions that we will need to make in the number or types of service throughout the year.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth informed the Board that there were no violations in the past month. There were two main breaks since our last meeting. The first was a water main break on Route 70 near Hollywood Smoke and the other was a force main break off of Church Road. Both were repaired in-house. There was one discolored water complaint which cleared during flushing and one odor complaint which was tested and came back negative with no bacteria found in the house.

Executive Director Booth advised the Board that numerous employees attended the New Jersey Water Environmental Association training, and he was happy to report on the positive feedback from our employees. He expressed appreciation to the Board for allowing our team to continue their education for their careers.

Executive Director Booth informed the Board that on Tuesday, May 31, 2022, Asset Manager Vandenberg conducted a tour of the Elmwood Plant for 33 students from Shawnee High School's advanced science class. It was well received. Executive Director Booth expressed appreciation to Asset Manager Vandenberg.

Executive Director Booth discussed with the Board the lead and copper testing that is required through the EPA and NJDEP by 2031. The Authority has not had a good response to our request that our customers schedule an appointment, so our technicians can evaluate their water line, for possible lead or copper. It is imperative to get the word out to our customers to schedule an appointment.

Executive Director Booth advised the Board that Regulatory Manager Kropa is finalizing the Consumer Confidence Report. Once it is distributed, she will attend a Board meeting to review the report with the Board.

PERSONNEL

Motion to Approve employment Agreement – On motion by Druss, seconded by Kipness, it was moved to approve the employment agreement for Deputy Executive Director, Director of Finance.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None

ABSTAIN: None

MOTION CARRIED: 5-0-0

ENGINEER'S REPORT

Review of Engineer's Status Report

Update: Chemical Contract

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

Update: Route 70 Water Main – We are waiting for the next fiscal year to start this project.

Update: Route 70 Sewer Main – The preconstruction meeting is scheduled for next week.

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

Update: Heritage Village (Phase 2) Water Main Replacement –

Resolution 2022-66: Award of Contract in excess of \$44,000 – On motion by Kipness, seconded by Druss, it was moved to adopt **Resolution 2022-66** awarding a contract to MSP Construction in the amount of \$2,865,121.00 for Heritage Village (Phase 2) Water Main Replacement.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

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 – The preconstruction meeting took place today. The contractor will be submitting shop drawings and believes that the project can be complete in two weeks.

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

Resolution 2022-69: Award of Contract in excess of \$44,000 – On motion by Kipness, seconded by Sweeney, it was moved to adopt **Resolution 2022-69** awarding a

contract to MBE Mark III Electric Inc. in the amount of \$198,950.00 for Well No. 6 building repairs.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

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

Update: Elmwood UV Disinfection – This project is currently under design.

New: Heritage Village (Phase 2) Sewer Main Rehabilitation

Motion to Approve a Proposal – On motion by Druss, seconded by Kipness it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$170,000.00 for Heritage Village (Phase 2) Sewer Main Rehabilitation.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

New: Taunton Lakes Road Water Main Relocation

Motion to Approve a Proposal – On motion by Hunter, seconded by Druss it was moved to approve a proposal from Richard A. Alaimo Associates in the amount of \$91,000.00 for Taunton Lakes Road Water Main relocation.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, 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 to Asset Manager Vandenberg for his tour with the high school students. He expressed appreciation to the entire staff.

Commissioner Kipness questioned if we reach out to middle schools to do tours. Asset Manager Vandenberg confirmed that generally schools reach out to the Authority to schedule tours. He expressed appreciation to Deputy Executive Director Puszcz for the budget.

Commissioner Sweeney appreciates the Authority helping with the connection fee rate reduction for new restaurants. He believes it will be very helpful.

Commissioner Hunter also believes the connection fee rate reduction will be helpful for local businesses. She expressed appreciation to the entire staff.

Chairman Waters expressed appreciation to the Board for supporting the connection fee rate hearing. He believes that it is important as a Board to constantly look at different ways to help economic growth in our community. He also expressed appreciation to Deputy Executive Director Puszcz for the budget and the entire staff for all that they do.

There was a motion to adjourn by Kipness, seconded by Hunter. The meeting was adjourned at 7:51 P.M.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Sweeney, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for Wednesday, July 6, 2022 at 7:00 p.m.

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____