

# **EVESHAM MUNICIPAL UTILITIES AUTHORITY**

## **Meeting Minutes from November 2, 2022**

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

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

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

Commissioner Sweeney

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Assistant Executive Director Locantore, 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 7:08 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 February 8, 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**

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

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

MOTION CARRIED: 3-0-2

**PUBLIC COMMENT** (Agenda Items only)

None

**FINANCIAL**

**Resolution 2022-119: Payment of Bills** – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2022-119** approving the payment of the October 2022 bills.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-120: Refunds, Credits & Cancellations** – On motion by Tencza, seconded by Hunter, it was moved to adopt **Resolution #2022-120** approving the October 2022 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-121: Award of an open ended contract (not to exceed \$35,000.00)** – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2022-121** awarding an open ended contract to Natural Products & Services LLC in accordance with their quotation (not to exceed \$35,000.00) for bulk materials (fill dirt, crushed stone, and flowable fill). Operations Manager Higgins explained that he received three quotes. This will be a one year contract for fill dirt, crushed stone and flowable fill.

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

ABSTAIN: None

MOTION CARRIED: 5-0-0

**Resolution 2022-124: Award of Contract in excess of \$6,600** – On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2022-124** awarding a contract to Complete Control Services, Inc. in the amount of \$26,916.61 for a sodium hypochlorite generator control upgrade including labor, material and start up. Operations Manager Higgins explained that he received three quotes for a sodium hypochlorite generator control upgrade for the Elmwood WWTP. The current control panel is over fifteen years old and needs to be upgraded.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-125: Award of Contract under Extraordinary, Unspecifiable Services** – On motion by Hunter, seconded by Druss, it was moved to adopt **Resolution #2022-125** awarding a contract under Extraordinary, Unspecifiable Services to Horizon Health Care Services, Inc. in the amount of \$50,954.04 (not to exceed \$55,000.00) for 2023 employee dental insurance. Deputy Executive Director Puszcz reminded the Board that 2 years ago, Horizon Dental submitted a proposal with a 10 percent reduction in premiums. For our current contract Horizon Dental maintained that reduced rate. Horizon Dental proposed to maintain that same exact rate for 2023. Horizon Dental continues to be a good dental insurance provider and it is recommended to award the dental insurance contract to Horizon Dental for 2023.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-126: Authorizing membership in the North Jersey Wastewater Cooperative Pricing System** – On motion by Tencza, seconded by Druss, it was moved to approve **Resolution #2022-126** authorizing membership in the North Jersey Wastewater Cooperative Pricing System. Deputy Executive Director Puszcz advised the Board that this is an opportunity for the Authority to participate in a cooperative pricing system. This opens up more avenues for supervisors to obtain goods and services utilizing vetted contracts and pricing.

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

MOTION CARRIED: 5-0-0

**Resolution 2022-127: Award of One Year Contract Extension** – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2022-127** awarding a one year contract extension to Rio Supply, Inc. in an amount not to exceed \$300,000.00 for Cold Water Meter with Integrated Meter Interface Unit. Operations Manager Higgins explained that we have used this vendor for years and they are easy to work with. They agreed to extend our contract for one year with a price increase within the Consumer Price Index for our area.

RECORDED VOTE:            AYE: Druss, Hunter, Sweeney, Tencza, 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 three water main breaks and one force main break since our last meeting. There were six discolored water reports and three water odor incidents. The three water main breaks were repaired in-house but the force main break was repaired by our third party vendor. The discolored water reports were primarily caused from the water main replacement project in Heritage Village and were cleared from flushing the customers' systems.

Executive Director Booth advised the Board that three new employees were hired this past month: Don Chambers, John Latko and Matt Rosenblum. He welcomed them and wished them well throughout their employment with the MUA.

Executive Director Booth informed the Board that the Authority participated in the Senior Expo which was held at the Blue Barn on October 23, 2022. This was a great opportunity for Asset Manager Vandenberg to meet with the senior citizens in our community to explain our lead service inventory and how we plan to move forward. He expressed appreciation to Asset Manager Vandenberg for attending.

Executive Director Booth expressed appreciation to Tom Lyon and the Teamsters for sponsoring a softball team with the MUA for the Falling Hero's Softball tournament. He was happy to announce that the MUA came in 4<sup>th</sup> place and looks forward to continuing that effort in the coming years.

Executive Director Booth informed the Board that employee, Kevin Gravinese retired from the MUA on October 31, 2022. Kevin worked 39 years with the Authority. He was a dedicated employee to the residents of Evesham. Executive Director Booth wished him well with his future endeavors.

## **ENGINEER'S REPORT**

**Resolution 2022-128: Authorizing advertisement for Supplying of Chemical Contracts** – On motion by Hunter, seconded by Druss, it was moved to adopt **Resolution #2022-128** authorizing advertisement for supplying of chemical contracts. Engineer Simpson informed the Board that this is an annual occurrence and the specifications are ready to be advertised. He advised the Board that they will be limiting all of the contracts to a one year term.

RECORDED VOTE:            AYE: Druss, Hunter, Sweeney, 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** – Nothing new to report.

**Update: Route 70 Sewer Main** – Insituform Technologies has finished the majority of the lining work along Route 70. Spot repairs will be necessary.

**Update: Heritage Village (Phase 2) Water Main Replacement** – MSP Construction has installed all of the water mains. They are now installing house services. They have approximately another month before the temporary paving will begin.

### **Updated: Heritage Village Sewer Main Rehabilitation (Phase 2)**

**Resolution 2022-122: Authorizing advertisement-** On motion by Tencza, seconded by Hunter, it was moved to adopt **Resolution #2022-122** authorizing advertisement for bids for Heritage Village (Phase 2) Sewer Rehabilitation.

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

MOTION CARRIED: 5-0-0

**Update: Heritage Village (Phase 3) Water Main Replacement** – Nothing new to report.

**Update: Elmwood Storage Building** – Nothing new to report.

**Update: Well No. 7 Building** – This project is substantially complete. Punch list items are being completed.

**Update: Kings Grant Effluent Force Main Replacement** – Coastline Construction is installing the force main. They will be working on it for another week.

**Update: Well No. 6 Building** – MBE Mark III will commence demolition work during the first week in November.

**Update: Well No. 6 Redrill** – A.C. Schultes will begin the redrill work in approximately six weeks.

**Update: Elmwood UV Disinfection** – Nothing new to report.

**Updated: Taunton Lakes Road Water Main Relocation** –

**Resolution 2022-123: Authorizing advertisement-** On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2022-123** authorizing advertisement for bids for Taunton Lakes Road water main relocation.

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

MOTION CARRIED: 5-0-0

**Motion to approve S-3/W-3 for Sarask, LLC** – On motion by Tencza, seconded by Hunter, it was moved to approve S-3/W-3 for Sarask, LLC d/b/a Singas Famous Pizza – 146 Route 73 North

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

MOTION CARRIED: 5-0-0

**Motion to approve S-3/W-3 for Sola Salons** – On motion by Tencza, seconded by Druss, it was moved to approve S-3/W-3 for Sola Salons – 900 Route 73 North (Greentree Square)

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

MOTION CARRIED: 5-0-0

**Motion to approve S-3/W-3 for Sweetgreen** – On motion by Druss, seconded by Hunter, it was moved to approve S-3/W-3 for Sweetgreen – 500 Route 73 South (The Promenade at Sagemore)

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

MOTION CARRIED: 5-0-0

**Motion to approve S-3/W-3 for Nene’s Market** – On motion by Druss, seconded by Tencza, it was moved to approve S-3/W-3 for Nene’s Market – 42 East Main Street

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

MOTION CARRIED: 5-0-0

### **GENERAL COUNSEL’S REPORT**

General Counsel Grant had nothing new to report.

### **PUBLIC COMMENT**

None

### **BOARD COMMENTS**

Commissioner Kipness welcomed the three new employees and wished them well. He also congratulated Kevin Gravinese on his 39 years with the Authority and wished him well on his retirement. He expressed appreciation to the staff who returned to his development on another water main break.

Commissioner Druss congratulated the MUA’s new softball team. He looks forward to seeing them play next year. He welcomed the three new employees and wished them well. He also congratulated Kevin Gravinese on his retirement.

Commissioner Sweeney congratulated Kevin Gravinese on his 39 years of service with the Authority and wished him well. He expressed appreciation to management for always finding ways to save money with the price of health care and the savings on dental insurance.

Commissioner Hunter expressed appreciation to the entire staff of the Authority. She congratulated Kevin Gravinese on his 39 years and wished him well on his retirement.

Commissioner Tencza congratulated Kevin Gravinese on his 39 years of service. He also welcomed the three new employees. He expressed appreciation to the Authority staff for attending the Senior Expo, The Fallen Hero's Softball Tournament and the Harvest Fest.

Chairman Waters welcomed the three new employees and wished them well. He congratulated Kevin Gravinese on his 39 years and said he will be missed. He expressed appreciation to the staff for participating in the softball game and the Senior Expo. He received excellent feedback on Asset Manager Vandenberg. He appreciates the entire staff.

There was a motion to adjourn by Tencza, seconded by Hunter. The meeting was adjourned at 7:37 p.m.

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

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for December 14, 2022 at 7:00 p.m.

\_\_\_\_\_  
Christine Krimmel  
Office Manager

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