

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from July 5, 2023

Authority Board, Professionals and Staff in Attendance

Present: Vice-Chairman Tencza, Commissioners Schmidt, Hunter, Kipness (entered @ 7:07 p.m.) (Not in Attendance – Chairman Waters & Commissioner Druss)

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

Authority Board via Video Teleconferencing:

Commissioner Sweeney

Members of the Public:

Ila Vassallo – 5 Beauport Court, Marlton, NJ

Vice-Chairman Tencza 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 February 2, 2023 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

June 7, 2023 – On motion by Schmidt, seconded by Hunter, it was moved to approve the minutes of June 7, 2023.

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

MOTION CARRIED: 3-0-1

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2023-75: Payment of Bills – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2023-75** approving the payment of the June 2023 bills.

RECORDED VOTE: AYE: Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-76: Refunds, Credits & Cancellations – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2023-76** approving the June 2023 refunds, credits & cancellations.

RECORDED VOTE: AYE: Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-78: Authorizing award of contract through Sourcewell National Cooperative Purchasing Program – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2023-78** authorizing award of contract through Sourcewell National Cooperative Purchasing Program to Staples Contract & Commercial LLC in the aggregate amount of \$25,000 to purchase office supplies for FY-24. Deputy Executive Director Puszcz explained that this contract award is through the Sourcewell National Cooperative Purchasing arrangement. This has proven to be beneficial in past years and we recommend to award for FY24.

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2023-80: Approval of Cash Management Plan for FY-24 – On motion by Schmidt, seconded by Kipness, it was moved to adopt **Resolution #2023-80** approval of the Cash Management Plan for FY-24. Deputy Executive Director Puszcz explained that we request Board approval for our Cash Management Plan each fiscal year. It is a detailed plan of how we handle our cash assets. It includes all required balances and debt service payments which have been updated for FY24.

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2023-81: Award of a one year Contract extension – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2023-81** awarding a one year contract extension to R.D. Zeuli, Inc. in accordance with their bid (not to exceed \$400,000) for Emergency Repair Services. Operations Manager Higgins explained that the Authority offered a one year contract extension to R. D. Zeuli, who accepted with no increase in cost to the contract.

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2023-82: Award of Contract in excess of \$6,600 – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2023-82** awarding a contract to ALS Environmental Group in the amount of \$8,808.00 for non-potable water testing for Well #12 and Well #13. Operations Manager Higgins explained that Regulatory Compliance Manager Kropa obtained three quotes and this was the lowest response.

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth informed the Board that there was one water main break since our last meeting, which occurred just this morning. It is on Conestoga Road (under the bridge) and is currently on-going. In order to avoid a major interruption in service, staff will come in at 2 a.m. to make the repair with minimal impact to customers. Residents have been notified. There were a few discolored water complaints, primarily in the Brush Hollow section caused by gas utility work taking place in that area. There was one water odor complaint in Cambridge Park. Authority staff performed water testing/sampling which all came back negative and in compliance.

Executive Director Booth informed the Board that the Authority donated 30 cases of water to Marlton Relay for Life event, which was held on Saturday, June 3, 2023.

Executive Director Booth advised the Board that the Authority participated in the Evesham Fourth of July parade with three vehicles.

Executive Director Booth informed the Board that on Friday, June 30, 2023, the Authority held an Employee Appreciation picnic at the Elmwood Plant. This was very well received by our employees.

Executive Director Booth informed the Board that the WEFTEC conference will take place on September 30th through October 4th in Chicago. If any Commissioner would like to attend, please contact him.

Executive Director Booth introduced a resolution requesting the Board to call upon New Jersey Senators to sponsor the Water Systems PFAS Liability Protection Act. This will protect the Authority from any litigation, which may be caused from PFAS.

Resolution 2023-77: Authorizing the Authority to call upon New Jersey Senators to join in sponsoring the "Water Systems PFAS Liability Protection Act" – On motion by Schmidt, seconded by Kipness, it was moved to adopt **Resolution #2023-77** Authorizing the Authority to call upon New Jersey Senators Hon. Cory A. Booker and the Hon. Robert Menendez to join Senator Hon. Cynthia Lummis in sponsoring the "Water Systems PFAS Liability Protection Act."

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

ENGINEER'S REPORT

Review of Engineer's Status Report

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

Update: Route 70 Water Main – Plans and specs are ready for bid, however; the NJDOT permit has expired and we will need to reapply.

Update: Route 70 Sewer Main –

Resolution 2023-79: Approval of Change Order #3 – On motion by Schmidt, seconded by Kipness, it was moved to approve Resolution 2023-79 approving Change Order #3 in the credit amount of \$34,735.87 to Insituform Technologies for the Route 70 Sewer Main Replacement

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: Heritage Village (Phase 2) Water Main Replacement – This project is substantially complete.

Update: Elmwood Storage Building – The plans and specs have been revised to the current code. The Authority is currently reviewing them. This should be going out to bid in the near future.

Update: Well No. 6 Building – Nothing new to report.

Update: Well No. 6 Redrill – The redrill is complete except for installation of the new pump. We will be working with the contractor to specify the size of the pump. Once it is installed, the building repairs will be completed.

Update: Heritage Village (Phase 3) Water Main Replacement – This will go out to bid this month.

Update: Cardinal Court, Sweetfern Court and Cottonwood Drive Water Main Replacement – Nothing new to report.

New: Cinelli Farm Lift Station – They surveyor is expected to visit this site within the next two weeks.

Motion to approve S-3/W-3 for Tacoria Mexican Street Kitchen – On motion by Schmidt, seconded by Hunter, it was moved to approve a W-3 for Tacoria Mexican Street Kitchen – 300 Route 73 South (Space L-1)

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for 3 East Stow Road, LLC – On motion by Schmidt, seconded by Hunter, it was moved to approve a W-3 for 3 East Stow Road, LLC – 3 East Stow Road

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve W-3 for Sunflour Bakery – On motion by Schmidt, seconded by Hunter, it was moved to approve a W-3 for Sunflour Bakery – 300 Greentree Road (Suites 12 & 13) Meeting House Square

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve W-3 for Edith Tamburro – On motion by Kipness, seconded by Hunter, it was moved to approve a W-3 for Edith Tamburro – 37 South Maple Avenue

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

GENERAL COUNSEL’S REPORT

General Counsel Grant had nothing new to report.

PUBLIC COMMENT

Ila Vassallo, 5 Beauport Court, Marlton, NJ

BOARD COMMENTS

Commissioner Kipness expressed appreciation to the MUA for continuing to show concern to our rate payers on how to complete the water main break repair on Conestoga Drive. He said to keep up the good work. He was happy that everyone stayed safe after the storm on the fourth of July.

Commissioner Sweeney expressed appreciation to the entire staff and believes that they do a terrific job. He expressed appreciation to Executive Director Booth for hosting the Staff Appreciation picnic.

Commissioner Hunter expressed appreciation to the entire staff and professionals. She also expressed appreciation for the invitation to the picnic. She really enjoyed attending.

Commissioner Schmidt questioned Deputy Executive Puszcz about the monthly financial statement. He questioned the distinction of the expense number that we are reporting against the cost of service. Deputy Executive Puszcz explained that on page 2-3, it includes debt service and the cost of service on pages 4-5 does not include debt service.

Commissioner Tencza expressed appreciation to Executive Director Booth and his entire team, all of the professionals and his fellow Commissioners. He believes they do a great job. He also expressed appreciation to the Authority for participating in the fourth of July parade. He hopes that everyone has a safe summer.

There was a motion to adjourn by Kipness, seconded by Hunter. The meeting was adjourned at 7:40 p.m.

RECORDED VOTE: AYE: Kipness, Hunter, Sweeney, Schmidt, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for Wednesday, August 2, 2023 at 7:00 p.m.

Christine Krimmel
 Office Manager

APPROVED BY THE BOARD: _____