

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from September 27, 2023

Authority Board, Professionals and Staff in Attendance

Present: Chairman Waters (entered @ 7:17), Vice-Chairman Tencza, Commissioners Hunter, Kipness and Druss (Not in Attendance – Commissioners Schmidt and Sweeney)

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Operations Manager Higgins, Asset Manager Vandenberg, Engineer Assistant Smith, Bond Counsel Hastie

Members of the Public:

None

Vice-Chairman Tencza called the meeting to order at 7:09 p.m.

Opening Statement:

Assistant 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 September 7, 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

September 6, 2023 – On motion by Kipness, seconded by Hunter, it was moved to approve the minutes of September 6, 2023.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2023-100: Payment of Bills – On motion by Hunter, seconded by Druss, it was moved to adopt **Resolution #2023-100** approving the payment of the September 2023 bills.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-101: Refunds, Credits & Cancellations – On motion by Kipness, seconded by Druss, it was moved to adopt **Resolution #2023-101** approving the September 2023 refunds, credits & cancellations.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-102: Authorizing entry into a joint funding agreement – On motion by Hunter, seconded by Kipness, it was moved to adopt **Resolution #2023-102** authorizing entry into a joint funding agreement for Water Resources Investigation with the United States Geological Survey (USGS) in the amount of \$9,970.00 for the operation and maintenance of recorders on groundwater wells in the Mt. Laurel-Wenonah Aquifer System. Executive Director Booth advised the Board that we participate in this agreement on an annual basis and it is required by the USGS. This provides the Authority with information on ground water levels in the Mt. Laurel-Wenonah aquifer system.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-103: Authorize advertisement for Bids– On motion by Kipness, seconded by Hunter, it was moved to adopt **Resolution #2023-103** authorizing advertisement for Work Zone Traffic – Safety and Traffic Control. Operations Manager Higgins explained that this resolution will authorize advertisement for bids.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Resolution 2023-104: Award of Contract in excess of \$6,600– On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2023-104** awarding a contract to D & D Heating and Air Conditioning, Inc. in the amount of \$13,000.00 to install a 3.5 ton air conditioning system in the VFD room at Elmwood WWTP. Operations Manager Higgins explained that the VFD room controls the aeration at the Elmwood WWTP and the air conditioning system needs to be replaced.

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

MOTION CARRIED: 5-0-0

Resolution 2023-105: Award of Contract in excess of \$6,600– On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2023-105** awarding a contract to D & D Heating and Air Conditioning, Inc. in the amount of \$13,879.00 to install a 3.5 ton air conditioning system at Kings Grant WWTP. Operations Manager Higgins explained that the Kings Grant WWTP air conditioning system needs to be replaced.

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

MOTION CARRIED: 5-0-0

Resolution 2023-106: Award of Contract in excess of \$6,600– On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2023-106** awarding a contract to Root 24, Incorporated in the amount of \$20,550.00 to repair (9) nine manholes needed for a County overlay project. Operations Manager Higgins explained that the

County provided a list of manhole covers on Maple Avenue that needs to be raised and repaired during their road project.

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

MOTION CARRIED: 5-0-0

Resolution 2023-107: Award of Contract in excess of \$6,600– On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2023-107** awarding a contract to Prism Color Corporation in the amount of \$15,619.00 for the printing of the 2024 EMUA calendar. Deputy Executive Director Puszcz explained that we received two quotes and Prism Color Corp. had the lowest quote. Prism is the vendor that provided our current year’s calendar and they did a good job.

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

MOTION CARRIED: 5-0-0

Resolution 2023-108: Award of Contract in excess of \$6,600– On motion by Kipness, seconded by Hunter, it was moved to adopt **Resolution #2023-108** awarding a contract to Lakeside Equipment Corporation in the amount of \$10,172.00 to replace the gearbox and motor at Woodstream WWTP. Operations Manager Higgins explained that this tank is elevated and has a screw press, which brings the grit up, grinds it and dumps it into a dumpster. The gearbox needs to be replaced.

RECORDED VOTE: AYE: Kipness, Druss, Hunter, 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 this month. There were two water main breaks since our last meeting and both were repaired in-house. This brings our total to nine water main breaks for the year. There were three discolored water complaints and all were caused by the customers’ hot water heaters. We recommended that they flush their system or replace their hot water heater. There were no odor complaints.

Executive Director Booth advised the Board that the Annual AEA Conference is scheduled for November 14th and 15th in Atlantic City. Please contact Christine Krimmel if you would like to attend.

Executive Director Booth advised the Board that hydrant flushing will begin on October 16, 2023 and end on October 27, 2023. Hydrant flushing occurs around the clock 24 hours a day. Information regarding hydrant flushing can be found on our website.

Executive Director Booth reminded the Board that the Evesham Harvest Fest was cancelled due to inclement weather. The Authority had prepared 1,000 bags with flower seed, biodegradable pots and soil. He suggests donating them to the Evesham School District.

ENGINEER'S REPORT

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 – Nothing new to report.

Update: Elmwood Storage Building – We will receive bids on October 4, 2023. We may need to do a courtesy presentation to the Township Zoning Board.

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

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

Update: Elmwood UV Disinfection – The design is almost complete. TWA permits are being prepared.

Update: Heritage Village (Phase 3) Water Main Replacement – A preconstruction meeting will be held in October.

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

New: Cinelli Farm Lift Station – Nothing new to report.

Motion to approve S-3/W-3 for Marlton Square Unit L-3 – On motion by Tencza, seconded by Druss, it was moved to approve S-3/W-3 for Marlton Square Unit L-3 – 300 Route 73 South (J Suites)

RECORDED VOTE: AYE: Kipness, Druss, Hunter, Tencza, Waters

NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

GENERAL COUNSEL'S REPORT

Bond Counsel Hastie had nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Druss expressed condolences for the loss of Township Clerk Mary Lou Bergh. He looks forward to the WEFTEC Conference and believes he learns a lot by attending.

Commissioner Kipness expressed appreciation of the entire staff and said to keep up the fine work.

Commissioner Hunter expressed condolences for the loss of Township Clerk Mary Lou Bergh. She also expressed appreciation to the entire staff. She wished Commissioners Druss and Tencza a great trip at the conference.

Commissioner Tencza expressed condolences for the loss of Township Clerk Mary Lou Bergh. He also expressed appreciation to the entire staff.

Chairman Waters expressed appreciation to the entire staff. He appreciates all that they do.

There was a motion to adjourn by Tencza, seconded by Druss. The meeting was adjourned at 7:47 p.m.

RECORDED VOTE: AYE: Druss, Hunter, 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, November 1, 2023 at 7:00 p.m.

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____