

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from November 1, 2023

Authority Board, Professionals and Staff in Attendance

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

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

Members of the Public:

None

Vice-Chairman Tencza called the meeting to order at 7:02 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 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

September 27, 2023 – On motion by Druss, seconded by Hunter, it was moved to approve the minutes of September 27, 2023.

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

ABSTAIN: Sweeney (Not in attendance)

MOTION CARRIED: 3-0-1

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2023-109: Payment of Bills – On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2023-109** approving the payment of the October 2023 bills.

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

MOTION CARRIED: 4-0-0

Resolution 2023-110: Refunds, Credits & Cancellations – On motion by Hunter, seconded by Druss, it was moved to adopt **Resolution #2023-110** approving the October 2023 refunds, credits & cancellations.

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

MOTION CARRIED: 4-0-0

Resolution 2023-111: Award of Emergency Contract in excess of \$6,600 – On motion by Hunter, seconded by Druss, it was moved to adopt **Resolution #2023-111** awarding an emergency contract in excess of \$6,600 to Johnson Controls in the amount of \$12,149.14 to update the Simplex Fire System. Operations Manager Higgins explained that the Simplex fire system was struck by lightning (the cost will be covered under insurance minus the deductible). The alarm keeps going off and the panel needs to be replaced.

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

MOTION CARRIED: 4-0-0

Resolution 2023-112: Reject and reauthorize advertisement for Bids– On motion by Druss, seconded by Sweeney, it was moved to adopt **Resolution #2023-112** rejecting

bids and reauthorizing advertisement for Work Zone Traffic – Safety and Traffic Control. Operations Manager Higgins explained that this resolution will reject the current bid (missing documentation) and reauthorize advertisement for bids.

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

MOTION CARRIED: 4-0-0

Motion to approve a Proposal– On motion by Druss, seconded by Hunter, there was a motion to approve a proposal from Environmental Resolutions, Inc. in the amount of \$670,000.00 for the design and installation of the Wav Tex system at the Woodstream Wastewater Treatment Plant. Executive Director Booth explained that this is to remove the nitrates from the Woodstream WWTP. Environmental Resolutions is the engineering firm that was requested to perform the job and start the remediation process which will mitigate the nitrate removal.

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

MOTION CARRIED: 4-0-0

Resolution 2023-115: Authorizing advertisement for 2024 Professional Contracts – On motion by Hunter, seconded by Sweeney, it was moved to adopt **Resolution #2023-115** authorizing advertisement for 2024 Professional Contracts.

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

MOTION CARRIED: 4-0-0

Resolution 2023-116: Award of Contract in excess of \$6,600– On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2023-116** awarding a contract to Bilbry, Inc. in the amount of \$9,229.12 for employee work apparel. Operations Manager Higgins explained that the work apparel is for new and current employees.

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

MOTION CARRIED: 4-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth informed the Board that there were no violations this month. There were six water main breaks since our last meeting. They were caused by the hydrant flushing. Five were repaired in-house and one was repaired by our third party contractor due to the scope of the work, which took three days to repair. This water main break was on Route 70. There were two discolored water complaints and one odor complaint. Authority staff performed water testing/sampling which all came back negative and in compliance.

Executive Director Booth advised the Board that fire hydrant flushing was completed on Friday, October 26, 2023. There are currently ten fire hydrants out of service. Our crews are currently repairing these hydrants.

Executive Director Booth informed the Board that preliminary work has begun on the Woodstream Headworks project. He will continue to update the Board on this project.

Executive Director Booth advised the Board that the Authority will begin to work with the NJ DEP, Rutgers University and the Stevens Institute of Technology on a PFAS study at our Elmwood WWTP on November 14, 2023.

Executive Director Booth reminded the Board that the Annual AEA Conference is scheduled for November 14th and 15th at Caesars in Atlantic City. It does coincide with the League of Municipality conference and will be very busy.

Executive Director Booth reminded the Board of a conversation from last month about PFAS. Some of the settlement lawsuits regarding PFAS (Perfluoroalkyl and polyfluoroalkyl substances) are currently on going. Executive Director Booth advised the Board that he is working with General Counsel Grant and her team to make the best decisions for the Authority and our rate payers. He advised the Board that if they should have any questions, please contact him.

ENGINEER'S REPORT

Review of Engineer's Status Report

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

Update: Route 70 Water Main – The NJ Department of Transportation Road opening permit has been secured. This project will go out to bid next month.

Update: Route 70 Sewer Main – Insituform Technologies has completed all of the lining work that can be completed. The Authority hired R.D. Zeuli, Inc. to excavate a portion of the run of pipe that cannot be lined. A jetter nozzle that had been stuck in the line was retrieved and several lengths of pipe will be replaced.

Update: Elmwood Storage Building –

Resolution 2023-114: Reject Bids and Authorize Advertisement for Rebids – On motion by Druss, seconded by Sweeney, it was moved to Reject Bids and Authorize Advertisement for Rebids for Elmwood WWTP Storage Building.

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

MOTION CARRIED: 4-0-0

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

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

Update: Elmwood UV Disinfection – We will be submitting the TWA permit application this month.

Update: Heritage Village (Phase 3) Water Main Replacement – A preconstruction meeting was held a few weeks ago. The contractor would like to start this project later this month.

Update: Kings Grant Effluent Force Main Replacement –

Resolution 2023-113: Approval of Change Order #1 – On motion by Hunter, seconded by Sweeney, it was moved to approve Resolution 2023-113 approving Change Order #1 in the credit amount of \$556.15 to Coastline Construction Company for the Kings Grant Effluent Force Main Replacement.

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

MOTION CARRIED: 4-0-0

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 Units E1A, E1B and E1C – On motion by Hunter, seconded by Sweeney, it was moved to approve S-3/W-3 for Marlton Square Unit L-3 – 300 Route 73 South (Old Victoria Secret Unit – Outside)

RECORDED VOTE: AYE: Druss, Hunter, Sweeney, Tencza

NAY: None
 ABSTAIN: None

MOTION CARRIED: 4-0-0

Motion to approve S-3/W-3 for Giovanni Villico (Swirl 'in Ice Cream & Cereal Bar) –

On motion by Hunter, seconded by Sweeney, it was moved to approve S-3/W-3 for Giovanni Villico (Swirl 'in Ice Cream & Cereal Bar) – 221 E. Greentree Road, Unit 221B

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

MOTION CARRIED: 4-0-0

GENERAL COUNSEL'S REPORT

General Counsel Grant had nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Sweeney expressed appreciation to the entire staff. He believes they all do great work. He wished everyone a Happy Thanksgiving.

Commissioner Druss expressed appreciation for attending WEFTEC last month. He believes he learned a lot. He heard a lot of conversations pertaining to PFAS and is trying to understand the impact that it will have on both the public and private water utilities. He expressed appreciation to Executive Director Booth for explaining the process of removing the nitrates from the effluent and how it all works.

Commissioner Hunter expressed appreciation to the entire staff and the professionals. She appreciates that most of the water main breaks were repaired in-house. She expressed appreciation to Deputy Executive Puszczyk for her financial reports and Office Manager Krimmel for organizing the AEA conference.

Commissioner Tencza expressed appreciation to the entire staff. He echoed all of the other Commissioners' comments. He believes he learned a lot at WEFTEC last month and appreciates that he was able to attend. He wished everyone a wonderful Thanksgiving.

There was a motion to adjourn by Hunter, seconded by Druss. The meeting was adjourned at 7:30 p.m.

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

MOTION CARRIED: 4-0-0

The next meeting of the Evesham Municipal Utilities Authority is scheduled for Wednesday, December 6, 2023 at 7:00 p.m. – 100 Sharp Road

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____