

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from March 6, 2024

Authority Board, Professionals and Staff in Attendance

Present: Chairman Waters, Commissioners Tencza, Hunter (entered at 7:20), Druss and Kipness

Also Present: Executive Director Booth, Deputy Executive Director Puszczyk, Operations Manager Higgins, Engineer Simpson and Board Secretary Krimmel

Authority Board via Video Teleconferencing:

Commissioners Sweeney and Schmidt

Authority Professional via Video Teleconferencing:

General Counsel Grant

Members of the Public:

None

Chairman Waters called the meeting to order at 7:04 p.m.

Opening Statement:

Commissioner Druss 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, 2024 in the following manner:

1. E-mailing written notice to the Burlington County Times and Courier Post
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

February 7, 2024 – On motion by Tencza, seconded by Druss, it was moved to approve the minutes of February 7, 2024. Commissioner Kipness requested the minutes to reflect a change in the dates for the AEA Conference under the Executive Director's Report. Secretary Krimmel agreed to make the changes and amend them accordingly.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2024-37: Payment of Bills – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2024-37** approving the payment of the February 2024 bills.

RECORDED VOTE: AYE: Druss, Sweeney, Schmidt, Tencza, Waters*
 NAY: None
 ABSTAIN: Waters* - Purchase Order #24-01410
 Florio, Perrucci, Steinhardt

*Chairman Waters advised that he must abstain approval of purchase order number 24-01410 for Florio, Perrucci, Steinhardt due to a conflict of interest.

MOTION CARRIED: 5-0-0 For Bill List items except P.O. #24-01410
 4-0-1 For Bill List item P.O. #24-01410

Resolution 2024-38: Refunds, Credits & Cancellations – On motion by Druss, seconded by Tencza, it was moved to adopt **Resolution #2024-38** approving the February 2023 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2024-39: Award of Contract in excess of \$6,600 – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2024-39** awarding a contract to

Rio Supply Company, Inc. in the amount of \$15,120.00 for (3) three Neptune 360 Transceivers with clip units. Operations Manager Higgins explained that these transceivers go along with our new billing system. They will transmit the meter readings to the collector.

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

MOTION CARRIED: 5-0-0

Resolution 2024-40: Award of Contract through NJWW Cooperative Pricing System – On motion by Tencza, seconded by Druss, it was moved to adopt **Resolution #2024-40** awarding a contract through North Jersey Wastewater Cooperative Pricing System to Rio Supply Company, Inc. in the amount of \$99,750.00 for R900 Gateway Installation Collectors. Operations Manager Higgins explained that these collectors will be installed on our three water towers and they will collect the data from the transceivers. Rio Supply advised us that we may need up to ten collectors but we will start with three and see how we do before we purchase more.

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

MOTION CARRIED: 5-0-0

Resolution 2024-41: Resolution accepting proposed price terms from Comcast Business Service – On motion by Druss, seconded by Tencza, it was moved to adopt **Resolution #2024-41** accepting a proposed price term from Comcast Business Service for a dedicated services agreement for ethernet dedicated internet, business voice edge telephone service and equipment at 100 Sharp Road and the Elmwood Plant for a five year term in an amount not to exceed \$105,000.00. Deputy Executive Director Puszcz explained that Asset Manager Vandenberg has been working on this contract as we are preparing to upgrade our current internet connection to fiber optic service. This will increase our speed and provide better connectivity with less outages. As he was working on this, Deputy Executive Director Puszcz realized that our current voice over internet phone service contract will expire soon. She requested Asset Manager Vandenberg to look into bundling this package into one contract. As a result of the internet upgrades and bundling with the voice over IP phone system, this will be a cost savings of \$300 per month with a five year term.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth informed the Board that there were three water main breaks since our last meeting. The first was repaired by our third party vendor; the second was repaired in a joint effort with both the Authority and our third party vendor; and the last one was repaired in-house. There were two discolored water complaints. The first was associated with their hot water heater and the other diminished before our technician could get to the property. There were no odor complaints.

Executive Director Booth was happy to report to the Board that our data reports from our UCMR5 (PFAS) water testing that was collected in February (tested for lithium and all 29 PFAS components) results came back as non-detected.

Executive Director Booth advised the Board that the headwork and nitrate projects at Woodstream are on schedule.

Executive Director Booth advised the Board that he and Deputy Executive Director Puszcz are working on the budget and will present it at the April meeting.

ENGINEER'S REPORT

Review of Engineer's Status Report

Update: South Side Water Storage Tank – Engineer Simpson advised that his source at the firm who was handling this property is no longer working there. The Pinelands Commission has placed this development area on hold and is doing additional studies in this region. He will update the Board once he receives additional information.

Update: Route 70 Water Main – The contract has been awarded to JVS Industrial and Commercial Contractors. A preconstruction meeting has been conducted and the shop drawings are currently being reviewed.

Update: Route 70 Sewer Main – The contractor of the water main has been asked to help with the pipe that remains to be replaced.

Update: Elmwood Storage Building –

Motion to approve a Proposal – On motion by Tencza, seconded by Hunter, there was a motion to approve a proposal from Richard Alaimo Associates in the amount of \$158,000 for the Elmwood WWTP Storage Building.

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

MOTION CARRIED: 4-0-1

Resolution 2024-42: Award of Contract in excess of \$44,000 – On motion by Hunter, seconded by Tencza, it was moved to adopt Resolution #2024-42 awarding a contract to Nacom Companies, Incorporated in the amount of \$1,799,292.00 for the Elmwood Storage Building.

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

MOTION CARRIED: 5-0-0

Update: Well No. 6 Building – This project is complete.

Update: Well No. 6 Redrill – A.C. Schultes will be completing the pump testing and restoration this month.

Update: Elmwood UV Disinfection – Nothing new to report.

Update: Heritage Village (Phase 3) Water Main Replacement –

Resolution 2024-43: Approval of Change Order #1 – On motion by Hunter, seconded by Tencza, it was moved to approve Resolution 2024-43 approving Change Order #1 in the amount of \$128,603.45 to P & A Construction, Inc. for Heritage Village (Phase 3) Water Main Replacement.

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

MOTION CARRIED: 5-0-0

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

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

GENERAL COUNSEL’S REPORT

General Counsel Grant had nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Sweeney expressed appreciation to Deputy Executive Director Puszcz and her team for saving the Authority money and for everyone at the Authority for what they do.

Commissioner Schmidt echoed Commissioner Sweeney's comments and also expressed appreciation to Jordan Stelweck for setting up the Zoom meeting. He congratulated Asset Manager Vandenberg and his wife on the birth of their daughter.

Commissioner Kipness expressed appreciation to the entire organization and to Executive Director Booth for the short executive directors' report. He believes that means that everything is going well. He looks forward to the fiscal year 2025 budget meeting.

Commissioner Druss congratulated Asset Manager Vandenberg on the birth of his daughter. He mentioned that he visited a few plants recently and found them to be very interesting. He looks forward to the AEA conference next week.

Commissioner Hunter congratulated Asset Manager Vandenberg on the birth of his daughter. She expressed appreciation to the entire staff and professionals for all that they do every day.

Commissioner Tencza expressed appreciation to the entire staff. He looks forward to seeing the Budget presentation at next month's meeting. He congratulated Asset Manager Vandenberg on the birth of his daughter.

Chairman Waters expressed appreciation to Jordan Stelweck for stepping in for the video set up and teleconferencing. He also expressed appreciation to the entire staff and professionals for all that they do.

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

RECORDED VOTE: AYE: Hunter, Sweeney, 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, April 3, 2024 at 7:00 p.m. – 100 Sharp Road

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____