

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from May 1, 2024

Authority Board, Professionals and Staff in Attendance

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

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

Authority Board via Video Conferencing:

Commissioners Druss

Members of the Public:

None

Chairman Waters called the meeting to order at 7:10 p.m.

Opening Statement:

Commissioner 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 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

April 3, 2024 – On motion by Tencza, seconded by Schmidt, it was moved to approve the minutes of April 3, 2024.

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

MOTION CARRIED: 4-0-1

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2024-50: Payment of Bills – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2024-50** approving the payment of the April 2024 bills.

RECORDED VOTE: AYE: Druss, Hunter, Schmidt, Tencza, Waters*
 NAY: None
 ABSTAIN: Waters* - Purchase Order #24-01809
 Florio, Perrucci, Steinhardt

*Chairman Waters advised that he must abstain approval of purchase order number 24-01809 for Florio, Perrucci, Steinhardt due to a conflict of interest.

MOTION CARRIED: 5-0-0 For Bill List items except P.O. #24-01809
 4-0-1 For Bill List item P.O. #24-01809

Resolution 2024-51: Refunds, Credits & Cancellations – On motion by Hunter, seconded by Schmidt, it was moved to adopt **Resolution #2024-51** approving the April 2024 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2024-52: Award of Contract through General Services Administration Program – On motion by Hunter, seconded by Schmidt, it was moved to adopt **Resolution #2024-52** awarding a one year contract through General Services Administration Program to Verizon Connect Fleet USA LLC in the amount of \$7,847.40

for Vehicle Tracking Services for 41 units. Asset Manager Vandenberg explained that this is for our GPS devices on our vehicles. We currently use Verizon but they have terminated the current device and have updated it to a new version.

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

MOTION CARRIED: 5-0-0

Resolution 2024-53: Authorizing appropriation to Evesham Township – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-53** authorizing appropriation not to exceed 5% of the Authority’s annual operating budget for FY 25 per Township request.

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

MOTION CARRIED: 5-0-0

Motion to approve Advertising for a Hearing on an adjustment to the Authority’s Connection Fee Rate Schedule – On motion by Tencza, seconded by Hunter, there was a motion to approve advertising for a rate hearing for an adjustment to the Authority’s Connection Fee Rate Schedule. Deputy Executive Director Puszcz informed the Board that each fiscal year she is required by State statute to perform a calculation of the Authority’s connection fees. After reviewing the current calculations, it is recommending an increase in water connection fees by \$52.79 bringing the new water connection fee charge to \$2,898.00 and an increase in sewer connection fees by \$186.47 bringing the new sewer connection fee charge to \$7,693.00. Deputy Executive Director Puszcz advised the Board that there has not been an increase since 2022. Deputy Executive Director Puszcz is recommending the approval to advertise for a rate hearing at the June meeting.

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

MOTION CARRIED: 5-0-0

Motion to approve a proposal from T & M Associates – On motion by Schmidt, seconded by Hunter, there was a motion to approve a proposal from T & M Associates in an amount not to exceed \$21,450.00 for the Lincoln Drive Tower Rehabilitation Project for bid services and program assistance through the Drinking Water State Revolving Fund. Deputy Executive Director Puszcz advised the Board that T & M Associates is the Authority’s Auxiliary Engineer and they are conducting the bid services and assisting on

the process of the Drinking Water State Funding (I-Bank) for the Lincoln Drive Water Tower rehabilitation project.

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 no violations this month. There were three water main breaks since our last meeting. All water main breaks were repaired in-house. There were a few discolored water complaints. Most of them were primarily related to the Heritage Village Water Main Replacement project and the others diminished before our technician could get to the property. There were no odor complaints.

Executive Director Booth advised the Board that the Spring fire hydrant flushing has been completed. Employees inspected 1,595 fire hydrants. There are currently 10 hydrants out of service, 5 of these hydrants are private. We have crews working on repairing them as soon as possible. The Authority met with Evesham Fire Department to share information and to open better lines of communication regarding the fire hydrants.

Executive Director Booth informed the Board that the upgrades for the Authority's security system continue to be installed and integrated.

Executive Director Booth informed the Board that we continue to migrate our current vehicle fleet with Enterprise Fleet Services.

Executive Director Booth advised the Board that we have started to train other entities with regards to their CDL training.

Executive Director Booth advised the Board that treatment works has been approved by the NJ DEP for the WavTex Nitrate Units to be installed at Woodstream WWTP.

Executive Director Booth advised the Board that the Authority will donate water for the Relay for Life fundraiser which will be held on June 1, 2024.

Executive Director Booth informed the Board that the Authority will be participating in Marlton Day which will be held on June 2, 2024.

Resolution 2024-55: Approving a Memorandum of Understanding – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2024-55** approving a Memorandum of Understanding amending the Collective Bargaining agreement between Evesham Municipal Utilities Authority and Teamsters Local Union No. 676. Executive

Director Booth explained that this amendment includes vacation time for employees in their first year of employment.

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

MOTION CARRIED: 5-0-0

Resolution 2024-59: Authorizing a Shared Service Agreement – On motion by Hunter, seconded by Schmidt, it was moved to adopt **Resolution #2024-59** authorizing a shared service agreement with Mount Laurel Township MUA for Special Counsel Services regarding a pending rate matter involving New Jersey American Water. Executive Director Booth explained that New Jersey American Water is proposing a 26.7 percent rate increase on bulk water agreements. We will join forces with Mount Laurel MUA to reduce that rate increase.

RECORDED VOTE: AYE: Druss, Hunter, Schmidt, Tencza, Waters
 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 – Construction on this project will begin next week.

Update: Route 70 Sewer Main – One section still remains to be completed. The contractor for the water main may have a subcontractor that can help complete it.

Update: Elmwood Storage Building – A preconstruction meeting was held and construction is expected to commence in June.

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

Update: Well No. 6 Redrill – A.C. Shultes continues to complete punch list items.

Update: Elmwood UV Disinfection – We had a very productive meeting and have resolved the issue with the generator. This will go out to bid next month.

Update: Heritage Village (Phase 3) Water Main Replacement – P & A Construction continues to replace the water main. They have been discussing concerns with Beeler Elementary School on replacing the main during school hours and how to work around it.

Update: Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement

Resolution 2024-58: Award of Contract in excess of \$44,000 – On motion by Tencza, seconded by Hunter, it was moved to adopt Resolution #2024-58 awarding a contract to P & A Construction, Inc. in the amount of \$970,606.00 for Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement.

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

MOTION CARRIED: 5-0-0

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

Update: East Main Street Sewer Lining

Resolution 2024-54: Approval of Change Order #2 – On motion by Tencza, seconded by Schmidt, it was moved to approve Resolution 2024-54 approving Change Order #2 in the amount of \$510.30 to North American Pipeline for East Main Street Sewer Lining.

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

MOTION CARRIED: 5-0-0

Resolution 2024-56: Release Performance Guarantees for Renaissance Square – On motion by Schmidt, seconded by Hunter, it was moved to approve **Resolution 2024-56** releasing performance guarantees for Renaissance Square - 111 East Route 70

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Marlton Square – On motion by Tencza, seconded by Schmidt, it was moved to approve S-3/W-3 for Marlton Square – 300 Route 73 North – Unit 110 (T-Mobile converting into two units)

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Platinum Signature Suites – On motion by Tencza, seconded by Schmidt, it was moved to approve S-3/W-3 for Platinum Signature Suites – 945 Route 73 South (previously Toppers Spa)

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Crepeyano – On motion by Schmidt, seconded by Hunter, it was moved to approve S-3/W-3 for Crepeyano (Unit B-4) – Crispin Square – 230 North Maple Avenue

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

MOTION CARRIED: 5-0-0

GENERAL COUNSEL’S REPORT

Resolution 2024-57: Authorizing a Settlement Agreement – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-57** authorizing Evesham Municipal Utilities Authority to enter into a settlement agreement with RTW Construction, Inc.

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

MOTION CARRIED: 5-0-0

General Counsel Grant provided training to the Commissioners on Ethics.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Druss hopes that everything runs smoothly on the Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement.

Commissioner Kipness expressed appreciation to General Counsel Grant and the entire team on the ethics training. He believes it was a very productive night.

Commissioner Hunter expressed appreciation to General Counsel Grant for her ethics presentation. She also expressed appreciation to all of the professionals and the entire staff for all that they do. She wished everyone a happy Memorial Day.

Commissioner Schmidt expressed appreciation to all of the professionals, management team and most importantly our employees. He believes they all do a great job.

Commissioner Tencza expressed appreciation to the management team, administrative staff, supervisors, operating group and the professionals. He also expressed appreciation to General Counsel Grant for her presentation on ethics.

Chairman Waters expressed appreciation to the Budget committee for all of their hard work. He also expressed appreciation to the professionals, the management team and all of the employees. He believes they do a great job.

There was a motion to adjourn by Tencza, seconded by Schmidt. The meeting was adjourned at 8:31 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, June 5, 2024 at 7:00 p.m. – 100 Sharp Road

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____