

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from July 10, 2024

Authority Board, Professionals and Staff in Attendance

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

Authority Board via Video Conferencing:

Commissioners Sweeney and Kipness

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Assistant Executive Director Locantore, 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 7:05 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 June 6, 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

June 5, 2024 – On motion by Hunter, seconded by Schmidt, it was moved to approve the minutes of June 5, 2024.

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

MOTION CARRIED: 3-0-2

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2024-75: Payment of Bills – On motion by Schmidt, seconded by Druss, it was moved to adopt **Resolution #2024-75** approving the payment of the June 2024 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2024-76: Refunds, Credits & Cancellations – On motion by Hunter, seconded by Schmidt, it was moved to adopt **Resolution #2024-76** approving the June 2024 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2024-77: Authorizing award of contract through Sourcewell National Cooperative Purchasing Program – On motion by Druss, seconded by Hunter, it was moved to adopt **Resolution #2024-77** 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-25. Operations Manager Higgins explained that this contract award is through the Sourcewell National Cooperative Purchasing arrangement.

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

MOTION CARRIED: 5-0-0

Resolution 2024-78: Authorizing entry into a joint funding agreement – On motion by Druss, seconded by Schmidt, it was moved to adopt **Resolution #2024-78** authorizing entry into a joint funding agreement for Water Resources Investigation with the United States Geological Survey (USGS) in the amount of \$10,480.00 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. Engineer Simpson advised that this is required by our water allocation permit.

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

MOTION CARRIED: 5-0-0

Resolution 2024-80: Award of Contract in excess of \$6,600 – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-80** awarding a contract to Mission Communications, LLC in the amount of \$17,490.60 for the annual renewal of the communication system monitoring at 29 selected sites. Operations Manager Higgins explained that this is an annual renewal of the Authority’s alarm systems for monitoring all of our pump stations, Virtua hospital pressure, the pond at Indian Springs golf course and the RTU that controls the pond.

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

MOTION CARRIED: 5-0-0

Resolution 2024-81: Award of Emergency Contract in excess of \$6,600 – On motion by Schmidt, seconded by Druss it was moved to adopt **Resolution #2024-81** awarding an emergency contract to A. C. Schultes in the amount of \$7,350.00 to pull the existing oil lube VTP and inspect Well #9. Operations Manager Higgins explained that this well was running fine and then suddenly stopped. A.C. Schultes will remove and inspect the existing oil lube VTP assembly and perform a downhole TV inspection.

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

MOTION CARRIED: 5-0-0

Resolution 2024-82: Award of Contract in excess of \$6,600 – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-82** awarding a contract to Safeware Security Instrument Corp. in the amount of \$12,251.97 for the installation and Central Station Services at Woodstream WWTP for a five year term. Asset Manager Vandenberg asked the Board to recall, last year we upgraded our alarm system throughout our facilities. This site was inadvertently left off and needs to be upgraded.

RECORDED VOTE: AYE: Druss, 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 were no violations this month. There were two water main breaks since our last meeting. Both water main breaks were repaired in-house. There were two discolored water complaints and two odor complaints. We could not replicate the problem when we went out to the properties, so we tested their water and it came back in compliance.

Executive Director Booth advised the Board that the CCR reports are available and have been distributed. The URL is on the current water bill and can be viewed on our website.

Executive Director Booth informed the Board that the Authority participated in the Fourth of July parade which was held on July 4, 2024.

Executive Director Booth informed the Board that residents in Heritage Village are inquiring when the roads will be repaved. The contractor has advised us that it will commence in late July or early August.

Executive Director Booth advised the Board that five new employees will be starting on Friday. Our staff is ready to train these new employees.

Executive Director Booth informed the Board that the Authority will be participating in National Night Out which will be held on Tuesday, August 6, 2024. We will also provide bottled water at the event.

Executive Director Booth advised the Board that WEFTEC will be October 5 – 9, 2024 in New Orleans this year. An email will be sent next week to all Commissioners asking if they are interested in attending.

Resolution 2024-83: Authorizing an amendment to the Authority’s Rules and Regulations – On motion by Schmidt, seconded by Druss, it was moved to adopt **Resolution #2024-83** authorizing an amendment to the Authority’s Rules and Regulations, section 116, Restrictions of Water Usage. Executive Director Booth

explained that the Authority has received numerous phone calls regarding water usage in their neighborhood. This will allow residents to use pressure washers to clean their property and we adjusted the time frame for watering lawns. We will update the website and amend the language in next year's calendar.

RECORDED VOTE: AYE: Druss, 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 – The directional drilled pipe has been installed. The tie-ins to the existing pipe and services will be done next.

Resolution 2024-79: Approval of Change Order #1 – On motion by Schmidt, seconded by Druss, it was moved to approve Resolution 2024-79 approving Change Order #1 in the amount of \$25,645.00 to JVS Industrial & Commercial for Route 70 Water Main Replacement.

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

MOTION CARRIED: 5-0-0

Update: Route 70 Sewer Main – Nothing new to report.

Update: Elmwood Storage Building – Construction is ongoing. The foundation is being worked on.

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 – Bids will be taking place on July 18, 2024.

Update: Heritage Village (Phase 3) Water Main Replacement – The contractor will begin paving in mid-July. We have requested the contractor to replace the water main on the missed streets on the system maps. This will be covered in a change order that will be presented at next month's meeting.

Update: Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement – P & A Construction has started this project today.

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

Updated: Elmwood & Woodstream WWTP SCADA Upgrades –

Resolution 2024-84: Award of Contract in excess of \$44,000 – On motion by Schmidt, seconded by Hunter, it was moved to adopt Resolution #2024-84 awarding a contract to Allied Control Services in the amount of \$230,100.00 for the Elmwood & Woodstream WWTP’s SCADA Upgrades.

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

MOTION CARRIED: 5-0-0

GENERAL COUNSEL’S REPORT

General Counsel Grant advised there is nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Kipness expressed appreciation to Deputy Executive Director Puszcz and the entire team on the budget report. He believes they do a great job.

Commissioner Sweeney expressed appreciation to the entire staff. He wished all five new employees the best of luck on their new careers.

Commissioner Druss expressed appreciation to Mike Owsiak, Myles Jefferson and Nick Anderson on the information they provided about the Country Farms Water Main replacement. He believes they were polite and well informed. He enjoyed participating in the 4th of July parade. He believes we live in a great town. He expressed appreciation to the entire staff.

Commissioner Hunter hoped everyone had a wonderful 4th of July and came back refreshed. She welcomed the five new employees. She expressed appreciation to all of the professionals, management and the entire staff.

Commissioner Schmidt agrees with everyone’s comments and welcomed the five new employees and wished them the best in their new careers with our organization. He expressed appreciation to the entire staff.

Commissioner Tencza expressed appreciation for all of the staff who participated in the 4th of July parade. He also expressed appreciation to the professional staff, management, supervisors, operating group and commissioners for a job well done.

There was a motion to adjourn by Schmidt, seconded by Hunter. The meeting was adjourned at 7:35 p.m.

RECORDED VOTE: AYE: Druss, 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 7, 2024 at 7:00 p.m. – 100 Sharp Road

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____