

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from September 4, 2024

Authority Board, Professionals and Staff in Attendance

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

Authority Board via Video Teleconferencing:

Commissioners Sweeney and Kipness

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Operations Manager Higgins, Asset Manager Vandenberg, Regulatory Compliance Manager Kropa, 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:

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

August 7, 2024 – On motion by Druss, seconded by Hunter, it was moved to approve the minutes of August 7, 2024.

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

MOTION CARRIED: 4-0-1

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2024-95: Payment of Bills – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-95** approving the payment of the August 2024 bills.

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

MOTION CARRIED: 5-0-0

Resolution 2024-96: Refunds, Credits & Cancellations – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-96** approving the August 2024 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2024-97: Award of Emergency Contract in excess of \$6,600 – On motion by Schmidt, seconded by Druss it was moved to adopt **Resolution #2024-97** awarding an emergency contract to Complete Control Services in an amount not to exceed \$10,000.00 to replace a VFD pump at Kings Grant WWTP. Operations Manager Higgins explained that this VFD pump failed and needed to be replaced.

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

MOTION CARRIED: 5-0-0

Resolution 2024-98: Award Under State Contract in excess of \$6,600 – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-98** awarding under State contract to Hainesport Enterprises Inc. in the amount of \$8,417.48 to repair vehicle #8, 2009 Dump truck. Operations Manager Higgins explained that the leak springs and shackles underneath the truck from heavy duty work during water main breaks needs to be replaced.

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

MOTION CARRIED: 5-0-0

Resolution 2024-99: Authorizing entry into a three (3) year Shared Services Agreement with Evesham Fire District – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-99** authorizing entry into a (3) three year Shared Service Agreement with Evesham Fire District for the provision of safety and emergency services training to Authority employees. Operations Manager Higgins advised the Board that this agreement with the Fire Department provides first aid and confined space entry training.

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

MOTION CARRIED: 5-0-0

Resolution 2024-100: Authorizing delegation of Authority to Award Contracts – On motion by Schmidt, seconded by Druss, it was moved to adopt **Resolution #2024-100** authorizing delegation of Authority to award contracts having an anticipated value in excess of \$6,600 but below the bid threshold of \$44,000 to the Authority's Qualified Purchasing Agent. Deputy Executive Director Puszcz explained that the New Jersey statute does allow governing bodies authorization to award contracts up to the bid threshold of \$44,000.00 to their QPA (Qualified Purchasing Agent) which for the Authority is Deputy Executive Director Puszcz. This will enhance the operating efficiencies by eliminating the waiting period for board meetings for Board authorization of smaller contracts.

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

MOTION CARRIED: 5-0-0

Resolution 2024-101: Award of Contract in excess of \$6,600 – On motion by Schmidt, seconded by Hunter, it was moved to adopt **Resolution #2024-101** awarding a contract to Tortorice Contractors, Inc. in the amount of \$11,555.00 to repair the roof at Woodstream WWTP. Operations Manager Higgins explained that this is a metal corrugated roof where the hardware became loose and the wind blew it up. This will temporarily fix the roof but it will probably need to be replaced in the near future.

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 for the month of August. However, there were three exceedances: a sewer system overflow on Squirrel Road; a fecal hit at one of our monitoring wells in a basin and a PH exceedance at our Kings Grant facility. The DEP was notified of all three exceedances. Affirmative Defense filings were completed. We will await a response from the DEP. (Department of Environmental Protection)

Executive Director Booth informed the Board that on August 26, 2024 the Authority had a collections inspection with a DEP enforcement officer on the water side. The Officer spent 8 hours reviewing all of our water facilities. He will render an opinion of the Authority and advise us on what needs to be changed or adjusted.

Executive Director Booth informed the Board that the Authority participated in National Night Out on August 27, 2024 alongside the Boy Scouts. It was a great event and very well received by the community.

Executive Director Booth informed the Board that the Authority will be participating in the Evesham Harvest Fest, which will be held on Saturday, September 28, 2024.

Executive Director Booth introduced Regulatory Compliance Manager Kaitlyn Kropa to present the 2024 Consumer Confidence Report (CCR). Laboratory Manager Kropa provided a Power Point presentation with in-depth information regarding the quality of the Authority’s drinking water as detailed in the 2024 CCR.

ENGINEER’S REPORT

Review of Engineer’s Status Report

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

Update: Route 70 Water Main – This project is almost complete. We are currently working with the contractor to investigate the possibility of extending the new water main to Centerton Blvd. to ensure that all of that section is relocated out of Route 70.

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

Update: Elmwood Storage Building – We have worked out some issues with the code officials in the Township. The contractor did receive some permits to continue working. The Township will contact us next week to discuss further.

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

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

Update: Elmwood UV Disinfection – A preconstruction meeting with Lattimer Construction is scheduled for September 16, 2024.

Update: Heritage Village (Phase 3) Water Main Replacement – A change order is being prepared and the contractor is waiting for material to be delivered and is expected to resume work by the end of the month.

Update: Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement – The contractor is waiting for material to be delivered and is expected to resume work in the near future.

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

Updated: Elmwood & Woodstream WWTP SCADA Upgrades – Allied Control has submitted shop drawings which are under review.

GENERAL COUNSEL'S REPORT

General Counsel Grant advised there is nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Kipness expressed appreciation to Regulatory Compliance Manager Kropa for her review of the Consumer Confidence Report. He believes that it was an excellent report. He also expressed appreciation to the entire staff.

Commissioner Druss expressed appreciation to Regulatory Compliance Manager Kropa on her review of the Consumer Confidence Report. He believes that she does a stellar

job. He expressed appreciation to Mike Zukovsky for all that he does in lab testing. He also expressed appreciation to Engineer Simpson for all that he does with our construction and water main replacement projects.

Commissioner Sweeney expressed appreciation to Regulatory Compliance Manager Kropa for her review of the Consumer Confidence Report, he believes that she did a great job with her report. He also mentioned that the cost of standing seam metal roofs are extremely expensive so be prepared for the cost.

Commissioner Hunter expressed appreciation to Regulatory Compliance Manager Kropa for her review of the Consumer Confidence Report. She believes it was an awesome report. Commissioner Hunter advised the Board that this will be her last meeting as a Commissioner of the MUA as she will be finishing out an open position on Township Council. She expressed how rewarding it has been to work with everyone. Executive Director Booth thanked her for her service and wished her well on Township Council.

Commissioner Schmidt congratulated Commissioner Hunter and wished her well. He expressed appreciation to the entire staff and appreciates everything that they do.

Commissioner Tencza expressed appreciation to the MUA for participating in National Night Out. He looks forward to seeing the MUA at the Evesham Harvest Festival. He expressed appreciation to Regulatory Compliance Manager Kropa for her review of the Consumer Confidence Report. He believes everyone at the MUA does an amazing job and appreciates all that they do. He congratulated Commissioner Hunter and wished her all the best.

There was a motion to adjourn by Schmidt, seconded by Hunter. The meeting was adjourned at 7:55 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 Tuesday, October 1, 2024 at 7:00 p.m. – 100 Sharp Road

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____