

EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from January 7, 2026

Authority Board, Professionals and Staff in Attendance

Present: Chairman Waters, Commissioners Tencza, Schmidt, Kipness
(Not in attendance – Commissioner Wilmott)

Authority Board and Professional via Video Teleconferencing:

Commissioners Sweeney and Druss

Also Present: Executive Director Booth, Deputy Executive Director Puszcz, Operations Manager Higgins, Asset Manager Vandenberg, General Counsel Agostini, Engineer Simpson, Auditor McAllister and Board Secretary Kimmel

Members of the Public:

None

Chairman Waters called the meeting to order at 7:06 p.m.

Opening Statement:

Board Secretary 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 Office Manager of the Evesham Municipal Utilities Authority on February 6, 2025 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

December 3, 2025 – On motion by Tencza, seconded by Kipness, it was moved to approve the minutes of December 3, 2025.

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

MOTION CARRIED: 5-0-0

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2026-1: Payment of Bills – On motion by Kipness, seconded by Schmidt, it was moved to adopt **Resolution #2026-1** approving the payment of the December 2025 bills.

RECORDED VOTE: AYE: Kipness, Sweeney, Schmidt, Tencza, Waters*
 NAY: None
 ABSTAIN: Waters* - Purchase Order #26-00946
 Florio, Perrucci, Steinhardt

*Chairman Waters advised that he must abstain approval of purchase order number 26-00946 for Florio, Perrucci, Steinhardt due to a conflict of interest.

MOTION CARRIED: 5-0-0 For Bill List items except P.O.#26-00946
 4-0-1 For Bill List item P.O.#26-00946

Resolution 2026-2: Refunds, Credits & Cancellations – On motion by Schmidt, seconded by Kipness, it was moved to adopt **Resolution #2026-2** approving the December 2025 refunds, credits & cancellations.

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

MOTION CARRIED: 5-0-0

Resolution 2026-5: Authorizing Approval of Establishing the Municipal Customer Assistance Program through New Jersey SHARES (MCAP) for Eligible Ratepayers

– On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2026-5** authorizing approval of establishing the Municipal Customer Assistance

Program through New Jersey SHARES (MCAP) for Eligible Ratepayers. Office Manager Krimmel explained that this program can assist customers with financial difficulties by applying through this program. If approved by the program, the customer can receive up to \$200.00 for water and \$200.00 for sewer per calendar year (based on the available funds that the organization can provide).

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

MOTION CARRIED: 5-0-0

Resolution 2026-7: Authorizing advertisement for Hopewell Booster Station Refurbishment – On motion by Tencza, seconded by Kipness, it was moved to adopt **Resolution #2026-7** authorizing advertisement for Hopewell Booster Station refurbishment. Operations Manager Higgins explained that this will replace a worn-out hypochlorite generation system at the Hopewell Booster station.

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

MOTION CARRIED: 5-0-0

Resolution 2026-8: Authorizing advertisement for an Electrician – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2026-8** authorizing advertisement for an Electrician. Operations Manager Higgins explained that this is a request to look for an electrician that can provide electrical work required throughout our facilities.

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

MOTION CARRIED: 5-0-0

Resolution 2026-11: Authorizing Execution of 2026 Intermunicipal Sludge Management Agreement with Burlington County Board of Commissioners – On motion by Tencza, seconded by Kipness, it was moved to adopt **Resolution #2026-11** authorizing execution of 2026 Intermunicipal Sludge Management Agreement with Burlington County Board of Commissioners for a five-year term.

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

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Booth advised the Board that there were no violations this month. However, the NJDEP has responded to the failed toxicity test that occurred in May 2025. They did not accept our Affirmative Defense. Executive Director Booth along with Regulatory Compliance Manager Kropa has requested to meet with the Bureau Chief to see if we can have it corrected. There were eleven watermain breaks since our last meeting. Ten of them were repaired in-house and the eleventh one was on private property, but we did assist them. There was one discolored water complaint in Hunter's Chase but that was caused by their hot water system in the building. There were two odor in the water complaints, but we could not replicate the odor when we went to the property. We tested the water and it came back in compliance.

Executive Director Booth expressed appreciation to the Board members who attended the annual Staff Appreciation luncheon. He believes it gives everyone the opportunity to talk in a nonworking environment.

Executive Director Booth informed the Board that in the next two months, the Authority will be hosting two seminars at Gibson House. This allows operators throughout the State to come together and learn about new technologies and network to discuss different issues that we may encounter on a daily basis.

Executive Director Booth informed the Board that in the near future Asset Manager Vandenberg and his team will be working on an info graph which will highlight projects that the Authority has completed, are currently being worked on, and achievements that have occurred throughout the year in both water and wastewater.

Executive Director Booth advised the Board that frontline supervisors will be submitting Capital Improvement Projects for the next fiscal year. This is a time consuming task that we like for them to start early.

Executive Director Booth distributed books to the Board that MEL (Municipal Excess Liability) New Jersey Safety Institute provided. This book provides valuable information to Commissioners and is meant to be a resource for research as subjects arise.

ENGINEER'S REPORT

Resolution 2026-3: Award of (2) two Chemical Contract Extensions for a Second year per Consulting Engineer's Recommendation – On motion by Schmidt, seconded by Kipness, it was moved to adopt **Resolution #2026-3** awarding (2) two chemical contract extensions for a second year. Engineer Simpson explained that PVS Chemicals, Inc. agreed to a second one-year contract extension for Sulfuric Acid and Sodium Bisulfite upon the same terms and conditions as the original contract.

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

MOTION CARRIED: 5-0-0

Resolution 2026-4: Award of a One Year Chemical Contract Extension– On motion by Kipness, seconded by Schmidt, it was moved to adopt **Resolution #2025-4** awarding a one-year contract extension for chlorine chemical contract. Engineer Simpson explained that Univar Solutions, LLC agreed to a one-year contract extension for Chlorine upon the same terms and conditions as the original contract.

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

MOTION CARRIED: 5-0-0

Resolution 2026-9: Award of (5) Five One Year Chemical Contracts and Re-Bid of Chemical Contracts – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2026-9** awarding (5) five one year chemical contracts and re-bid of (2) chemical contracts per the Consulting Engineer’s recommendation.

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

MOTION CARRIED: 5-0-0

Review of Engineer’s Status Report

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

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

Update: Elmwood Storage Building –

Resolution 2026-10: Approval of Change Order #1– On motion by Tencza, seconded by Kipness, it was moved to approve **Resolution 2026-10** approving Change Order #5 in the credit amount of \$8,881.23 to Nacom Companies, Inc. for Elmwood Storage Building.

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

MOTION CARRIED: 5-0-0

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

Update: Elmwood UV Disinfection – The equipment is currently being installed. This project should be completed by the end of the month.

Update: Heritage Village (Phase 3) Water Main Replacement – Nothing new to report.

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

Resolution 2026-6: Approval of Change Order #1– On motion by Kipness, seconded by Schmidt, it was moved to approve **Resolution 2026-6** approving Change Order #1 in the credit amount of \$2,341.20 to P & A Construction, Inc. for Cardinal Court, Sweetgum Court and Cottonwood Drive Water Main Replacement.

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

MOTION CARRIED: 5-0-0

Update: Cinelli Farm Lift Station – We are currently reviewing shop drawings for this project.

Update: Elmwood WWTP Generator Replacement – We are hoping to go out to bid next month.

Update: Kings Grant Drive Water Main Replacement – We will go out to bid in February.

Update: Well No. 5 Redevelopment – The redevelopment of the well is ongoing.

Update: Well No. 8 Redrill –

Resolution 2026-12: Award of Contract in excess of \$53,000 – On motion by Schmidt, seconded by Kipness, it was moved to adopt **Resolution 2026-12** authorizing an award of contract in excess of \$53,000 to Uni-Tech Drilling Company, Inc. in the amount of \$595,990.00 for Well No. 8 Redrill.

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

MOTION CARRIED: 5-0-0

Update: Pine Grove Pump Station Rehabilitation – We will be submitting the TWA application this week.

Motion to approve S-3/W-3 for Haraz Coffee Shop – 101 Route 73, Suite U-3 – On motion by Schmidt, seconded by Tencza, it was moved to approve S-3/W-3 for Haraz Coffee Shop, 101 Route 73, Suite U-3 (Marlton Crossing Shopping Center)

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

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Orleans Investment Land Associates LP – 100 Lakeside Drive – On motion by Schmidt, seconded by Tencza, it was moved to approve S-3/W-3 for Orleans Investment Land Associates LP, 100 Lakeside Drive

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

MOTION CARRIED: 5-0-0

GENERAL COUNSEL'S REPORT

General Counsel Agostini advised that there was nothing new to report.

PUBLIC COMMENT

None

BOARD COMMENTS

Commissioner Druss expressed appreciation for the Staff Appreciation luncheon. He believes it went very well. He expressed appreciation to Engineer Simpson on the negotiations of the chemical contracts. He wished everyone a happy new year.

Commissioner Sweeney wished everyone a happy and healthy new year. He expressed appreciation to Engineer Simpson on the negotiations of the chemical contracts. He also expressed appreciation to the commissioners for allowing him to be a part of the Board. His term is up next month and in case he is not reappointed he wanted everyone to know that he appreciated them and being able to participate by Zoom for the meetings.

Commissioner Kipness expressed appreciation to the Board, our senior staff, our consultants, our managers and our field personnel. He believes they do a really great

job. He hopes to see Commissioner Sweeney next month. He wished everyone a great year.

Commissioner Schmidt wished everyone a happy new year. He expressed appreciation to Office Manager Krimmel and the employee members who worked on making the staff appreciation luncheon a success. He expressed appreciation to the entire staff and hopes that Commissioner Sweeney will be returning next month.

Commissioner Tencza expressed appreciation to the employees who worked on the staff appreciation luncheon. He enjoyed having lunch with the workforce. He wished everyone a happy new year and hopes that Commissioner Sweeney will be returning next month.

Chaiman Waters expressed appreciation to the employees who worked on the staff appreciation luncheon. He believes it was great to interact with the staff and meet a lot of new faces. He also expressed appreciation to the entire staff. He believes they all do a great job. He wished everyone a happy new year.

There was a motion to adjourn by Tencza, seconded by Kipness. The meeting was adjourned at 7:49 P.M.

RECORDED VOTE: AYE: Kipness, 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, February 4, 2026 at 7:00 p.m. – Reorganization

Christine Krimmel
Office Manager

APPROVED BY THE BOARD: _____