EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from November 6, 2019

Authority Board, Professionals and Staff in Attendance:

Present: Chairman Waters, Secretary Lutner, Commissioners Jamanow, Druss and Kipness

Also Present: Executive Director Rollins, Deputy Executive Director Puszcz, Operations Manager Booth, Engineer Simpson, General Counsel Gillespie and Board Secretary Krimmel

Members of the Public:

Ryan Viviani, 406 East Main Street

Chairman Waters called the meeting to order at 7:34 P.M.

Opening Statement:

Secretary Lutner read the opening statement as follows:

Adequate public notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Director of Finance, Deputy Executive Director of the Evesham Municipal Utilities Authority on February 6, 2019 in the following manner:

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

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

October 2, 2019 – On motion by Lutner, seconded by Kipness, it was moved to approve the minutes of October 2, 2019.

RECORDED VOTE: AYE: Kipness, Druss, Lutner, Waters
NAY: None

ABSTAIN: Jamanow (was not in attendance)

MOTION CARRIED: 4-0-1

PUBLIC COMMENT (Agenda Items only)

None

FINANCIAL

Resolution 2019-130: Payment of Bills – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-130** approving the payment of the October 2019 bills. Commissioner Kipness questioned the Labor Counsel cost on the bill list. Director Executive Rollins informed him that there are some changes in the State labor law regulations that need to be complied with that do not agree with our collective bargaining agreement. Labor Counsel is assisting with the necessary adjustments.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-131: Refunds, Credits & Cancellations – On motion by Druss, seconded by Lutner, it was moved to adopt **Resolution #2019-131** approving the October 2019 refunds, credits & cancellations.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-132: Authorizing advertisement for 2020 Professional Contracts – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2019-132** authorizing advertisement for 2020 professional contracts.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-133: Award of Contract under Extraordinary, Unspecifiable Service – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-133** awarding a contract under Extraordinary, Unspecifiable Service

to Horizon Health Care Services, Inc. in the amount of $49,378.44 for 2020 employee dental insurance. Deputy Executive Director Puszcz explained that Horizon Health Care is our current provider and they have proposed a zero percent increase in premiums, so the cost will remain the same. They are a good carrier and we would like to continue using them.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-135: Award of One Year Contract Extension – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2019-135** awarding a one year contract extension to Rio Supply, Inc. in the amount of $115,000 for Cold Water Meter with Integrated Meter Interface Units. Operations Manager Booth explained that this is an extension to the current contract that we have. These meters are for new construction and to continue replacing older meters in the township.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-136: Authorizing award of contract through OMNIA Partners National Cooperative Purchasing Program – On motion by Lutner, seconded by Kipness, it was moved to adopt **Resolution #2019-136** authorizing award of contract through OMNIA Partners National Cooperative Purchasing Program to Safeware, Inc. & Mallory Safety and Supply in the amount of $82,783.74 to purchase video alarm installation and service agreement for Wells, Booster Stations, Water Towers, New World Lift Station and Elmwood Plant. Operations Manager Booth explained that this resolution is to purchase video security equipment. This will replace some out of date equipment.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-137: Award of Contract in excess of $17,500 – On motion by Druss, seconded by Lutner, it was moved to adopt **Resolution #2019-137** awarding a contract to Telesystem in the amount of $18,312.00 for a one year contract for Long Term Evolution (LTE) Wireless Solution for alarm installation and cellular service agreements for Authority sites. Operations Manager Booth explained that this is in conjunction with

resolution 2019-136. This will be the cellular carrier for the safety and security equipment that we will install.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-140: Award of Contract in excess of $40,000 – On motion by Lutner, seconded by Kipness, it was moved to adopt **Resolution #2019-140** awarding a contract to Advanced Traffic Control, Inc. in accordance with their proposal for Work Zone Traffic Safety and Traffic Control Services. Operations Manager Booth explained that this contract will ensue dedicated traffic safety and traffic control at a significant savings with one vendor.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-145: Approving Award of Contract following receipt of bids for 3rd Party Electric Supply – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-145** awarding a contract following receipt of bids for 3rd Party Electric Supply to Plymouth Rock Energy, LLC in the amount of $0.08117 per kilowatt hour/24 months for 40 PSE & G meters. Deputy Executive Director Puszcz advised the Board that our Energy Agent, CSD Energy Advisors received bids from 6 energy suppliers this morning for the 40 PSE & G meters. We are allowed to award for up to a two year term. We are looking at a projected annual savings from this third party supplier of approximately $3,300 per year. This rate will be locked in for two years.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-147: Approving Award of Contract following receipt of bids for 3rd Party Electric Supply – On motion by Lutner, seconded by Kipness, it was moved to adopt **Resolution #2019-147** awarding a contract following receipt of bids for 3rd Party Electric Supply to Plymouth Rock Energy, LLC in the amount of $0.07763 per kilowatt hour/24 months for 5 ACE meters. Deputy Executive Director Puszcz advised the Board that our Energy Agent, CSD Energy Advisors also received bids from 6 energy suppliers this morning for the 5 Atlantic City Electric meters. This contract is slightly higher than

the expiring contract with a projected increase of approximately $226 per year. This rate will be locked in for two years.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rollins informed the Board that there have been two water main breaks since our last meeting. The first one was on October 14, 2019 on Manor Lane and the second was on November 4, 2019 on Flintstone Drive. This gives us a total of 26 for the year thus far. Based on the national averages, we are below average with two months remaining. Executive Director Rollins reported that there were no sewer violations this month.

Executive Director Rollins advised the Board that the Elmwood Plant was visited by the New Jersey DEP permit writers on October 30, 2019. The visit was to verify the treatment train elements and to discuss with the permit writer the proposed Bromodichloromethane limits to be imposed on the Authority. After going through the process and thinking about it, Executive Director Rollins feels comfortable about that limitation, so the DEP will impose that limit. Executive Director Rollins will direct our in-house laboratory personnel to do a few studies to reach that limit.

Resolution 2019-143: Authorizing Assignment and Assumption of Reservation of Water Allocation Cost Reimbursement Agreement – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-143** authorizing Assignment and Assumption of Reservation of Water Allocation Cost Reimbursement Agreement for Evesham Retirement Residence, LLC. Executive Director Rollins informed the Board that this project was formerly known as Homestead. The original owner and developer sold the interest of this property to Evesham Retirement Residence, LLC. They have taken on the obligations of the reservation of the water allocation.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Executive Director Rollins invited the Board to attend the New Jersey Water Works one day conference in New Brunswick on Friday, December 13, 2019. One of the key speakers is George Hawkins, former General Manager, DC Water. He requested the Board to let him know by November 20, 2019 if they plan to attend.

Executive Director Rollins reminded the Board of the Elected Officials' Training Seminars at the 2019 League of Municipalities Conference on November 19, 2019 at 3:45 pm at Bally's Room or November 20, 2019 3:45 pm at Atlantic City Convention Center. Registration is not required but suggested.

Resolution 2019-146: Authorizing Memorandum of Understanding to establish the assignment of "Lead Operator" with Teamsters Local Union Member 676 – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-146** approving the memorandum of understanding between Evesham MUA and Teamsters Local Union Member 676 to establish the assignment of Lead Operator. Executive Director Rollins explained this position will be a nonsupervisory position which will be called Lead Operator. This will give Union employees the opportunity to show their leadership abilities for future supervisory roles.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Executive Director Rollins confirmed that the Employee Appreciation luncheon is scheduled for Friday, December 20th at 12:00 at the Gibson House. All are invited to attend.

Executive Director Rollins congratulated and thanked all that were involved in the Revenue Bond process and approval. A special thanks to Deputy Executive Director Puszcz for doing a fantastic job.

ENGINEER'S REPORT

Resolution 2019-144: Authorizing advertisement for Supplying of Chemicals – On motion by Lutner, seconded by Jamanow, it was moved to adopt **Resolution #2019-144** authorizing advertisement for supplying of chemicals.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Review of Engineer's Status Report

Update: South Side Water Storage Tank – Information has been submitted to the Pinelands Commission, a meeting is being scheduled with them to discuss their requirements for this project.

Update: ASR Well 13 Treatment Program – All Township permits are in hand. The contractor is working on the footings and foundation.

Update: ASR Well 14 Screen Replacement – Tom Dwyer has approved additional redevelopment in an attempt to improve the well's specific capacity.

Update: Locust Avenue Pumping Station Upgrade –

Resolution 2019-139: Award of Contract in excess of $40,000 – On motion by Kipness, seconded by Druss, it was moved to adopt **Resolution #2019-139** awarding a contract to Quad Construction Company in the amount of $920,500.00 for the Locust Avenue Pumping Station Upgrade.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

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

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

Update: Elmwood WWTP Resiliency Improvements – The design is in process and should be submitted to the DEP shortly.

Update: Knox Boulevard and Heritage Village (Phase 1) Water Main Replacements

Motion to table proposals – On motion by Lutner, seconded by Kipness, it was motioned to table the proposals from Richard A. Alaimo Associates for the Knox Boulevard and Heritage Village (Phase 1) Water Main Replacements. It was a consensus of the Board for the proposals to be tabled until Engineer Simpson submits a detailed written proposal for each project. This in turn placed Resolution 2019-141 and Resolution 2019-142 awarding contracts for the water main replacements on hold until the December 4, 2019 meeting.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: Elmwood Storage Building – This project is on hold.

Update: Elmwood Tertiary Filter Rehabilitation – The design is almost complete.

Update: Woodlake Drive Water Main – The design is complete and the bid will go out in the beginning of the new year.

Update: North Cropwell Road Sewer Main Rehabilitation –

Resolution 2019-138: Approval of Change Order #1 – On motion by Lutner, seconded by Druss, it was moved to approve **Resolution #2019-138** approving Change Order #1 in the amount of $2,398.00 to National Water Main Cleaning, Inc. for the North Cropwell Sewer Main Rehabilitation.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: Well No. 7 Building – Nothing new to report.

Update: Golf Course Lift Station – Shop drawing are under review.

Resolution 2019-134: Authorizing advertisement for Employee Uniforms Contract – On motion by Lutner, seconded by Druss, it was moved to adopt **Resolution #2019-134** authorizing advertisement for Employee Uniforms contract.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-1 for King's Grant Golf Course, LLC – On motion by Kipness, seconded by Druss, it was moved to approve S-1 for King's Grant Golf Course, LLC, 100 Majestic Way

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3 for Evesham Township Schools – On motion by Druss, seconded by Jamanow, it was moved to approve S-3 for Evesham Township Schools, 129 East Main Street

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None

ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for United Growth Holdings, LLC – On motion by Druss, seconded by Lutner, it was moved to approve S-3/W-3 for United Growth Holdings, LLC – 743 & 745 Route 73 South (Target Outparcels)

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Care One at Evesham Assisted Living LLC – On motion by Lutner, seconded by Kipness, it was moved to approve S-3/W-3 for Care One at Evesham Assisted Living LLC – 870 Route 70 East

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W-3 for Eleanor A. McKenna – On motion by Lutner, seconded by Druss, it was moved to approve S-3/W-3 for Eleanor A. McKenna, 63 East Main Street

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3 for Danielle Bungcayao – On motion by Jamanow, seconded by Lutner, it was moved to approve S-3 for Danielle Bungcayao, 272 Evesboro-Medford Road

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

GENERAL COUNSEL'S REPORT

General Counsel Gillespie had nothing new to report.

PUBLIC COMMENT

Mr. Viviani mentioned the rain garden that is being worked on in front of the Elmwood Plant. The Board said that they appreciate all of the work that the staff is doing.

BOARD COMMENTS

Commissioner Druss expressed his appreciation to the staff for all of their hard work during the Bond financing project.

Commissioner Jamanow expressed her appreciation to the staff. She feels that they are top notch.

Commissioner Lutner expressed his appreciation to the staff, especially for the Bond project. He feels the entire staff does an outstanding job. He looks forward to the water main projects getting started.

Chairman Waters informed the Board that the Mayor has requested that the Authority's Board meetings be held in the Court Room at the Township Building so that they can be live streamed. This will be effective January 7, 2020. Chairman Waters also mentioned the rain garden and appreciates all of the work that the staff is doing along with the Pineland's Commission and Rutgers. He hopes that in the near future that we can do a public event on it to promote it. He expressed his appreciation to the entire staff and said they are doing a wonderful job. He gets nothing but compliments about the staff.

There was a motion to adjourn by Lutner seconded by Kipness. The meeting was adjourned at 9:20 P.M.

RECORDED VOTE: AYE: Kipness, Druss, Jamanow, Lutner, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for December 4, 2019 at 7:30pm.

_____
Christine Krimmel
Executive Administrative Assistant

APPROVED BY THE BOARD: _____