EVESHAM MUNICIPAL UTILITIES AUTHORITY

Meeting Minutes from December 4, 2019

Authority Board, Professionals and Staff in Attendance:

Present: Chairman Waters, Secretary Lutner, Commissioners Tencza, Jamanow, Schmidt and Kipness

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

Members of the Public:

Ryan Viviani, 406 East Main Street, Marlton, NJ 08053
Craig Gardina, 220 Bittlewood Avenue, Berlin, NJ 08009

Chairman Waters called the meeting to order at 7:33 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

November 6, 2019 – On motion by Tencza, seconded by Lutner, it was moved to approve the minutes of November 6, 2019.

RECORDED VOTE: AYE: Jamanow, Lutner, Waters

NAY: None
ABSTAIN: Schmidt, Tencza (Not in attendance)

MOTION CARRIED: 3-0-2

PUBLIC COMMENT (Agenda Items only)

Mr. Viviani questioned Resolution 2019-156, State Health Benefits for the employees and asked what the EMUA's plans are. Executive Director Rollins explained that due to the complexity of the cost of health insurance, it is in the best interest of the Authority to increase our options by changing. Mr. Viviani also questioned when the water main on Knox Boulevard will be replaced. Executive Director Rollins advised that awarding the contract is on tonight's agenda and if approved, will start in the spring.

FINANCIAL

Presentation of FY 2019 Financial Audit – Auditor Applegate from Bowman & Company presented the FY 2019 Audit.

Resolution 2019-148: Review and acceptance of FY19 Financial Audit Report

On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2019-148** reviewing and accepting of the FY19 Financial Audit. Auditor Applegate presented the audit to the Board. Auditor Applegate advised there are no findings in the audit report and credits the staff for accurate accounting records.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-149: Payment of Bills – On motion by Jamanow, seconded by Schmidt, it was moved to adopt **Resolution #2019-149** approving the payment of the November 2019 bills.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-150: Refunds, Credits & Cancellations – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2019-150** approving the November 2019 refunds, credits & cancellations.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-151: Award of Contract in excess of $17,500 – On motion by Lutner, seconded by Tencza, it was moved to adopt **Resolution #2019-151** awarding a contract to Xylem Water Solutions USA, Inc. in the amount of $19,097.52 to replace two (2) Flygt 4" volute submersible pumps at Kings Grant WWTP. Operations Manager Booth explained that these pumps will replace two inefficient pumps at Kings Grant Waste Water Treatment Plant. An additional pump was purchased last year but not installed, they were waiting for all three pumps to be installed together.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-152: Award of Contract in excess of $6,000 – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2019-152** awarding a contract to Jastin, Inc. in the amount of $10,600.00 to remove and reinstall two (2) Screw pumps at Elmwood Plant, supply (2) cranes with rigging and one (1) rigger. Operations Manager Booth explained that Jastin is a local crane service company that we contract on occasion when we need to move big pieces of equipment. In this case, we needed to remove one of the screw pumps to have repaired. It took nine months to repair. This cost was for crane service for the removal and reinstall of the screw pump.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-156: Authorizing Participation Under the State Health Benefits Program – On motion by Tencza, seconded by Lutner, it was moved to adopt **Resolution #2019-156** approving authorization to participate under the State Health Benefits Program. Executive Director Rollins explained as part of the open enrollment process, one of the steps is to meet with our health insurance third party administrator and broker. They advised that the stop loss insurance premium is increasing and that those stop loss premiums affect the formulation of the premiums that employee contributions are based on. The dynamics of health insurance costs have changed and they advised us to return to the State Health Benefits Program.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, 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 most recent one was on November 27, 2019 and the other was on November 4, 2019. Both were repaired in-house. There were two discolored water reports and three odor complaints. Executive Director Rollins reported that there were no sewer violations this month.

Executive Director Rollins confirmed that the Employee Appreciation luncheon is scheduled for Friday, December 20th at 12:00 at the Gibson House. Please respond to Chris Krimmel if you will be attending.

Executive Director Rollins reminded the Board that the January 8, 2020 Board meeting will be held in the courtroom at the Municipal Building. It will be live streamed on social media.

Executive Director Rollins advised the Board that the EMUA calendar is complete and is scheduled for mail delivery on December 13, 2019. Please give it a few additional days since this is bulk rate mail.

Executive Director Rollins informed the Board that Winterfest is scheduled for this Friday, December 6, 2019 at the Main Street fire house. Chris Vandenberg will host a table with coloring books and cookies.

Executive Director Rollins informed the Board that the rain garden at Elmwood Plant has been placed on hold until spring. Certain plants could not be put in the ground during the cold weather. A ribbon cutting ceremony will take place in the spring.

Executive Director Rollins mentioned that he will be meeting with Township Manager Robert Corrales tomorrow, December 5th, to review shared services. He will also meet with the Homeowners Association Management Team from Woodlake Drive for the water main replacement for the small section that will affect two Courts.

Executive Director Rollins advised the Board that on November 14, 2019 he met with the Kings Grant Open Space Association Executive Director along with Gary Lattimer of Alaimo Associates to review the progress of Well 13 Treatment project. They discussed colors and textures and asked for their input on the project.

Executive Director Rollins and Commissioner Jamanow will meet with New Jersey Future on December 5th with regards to storm water, green infrastructure and grant opportunities related to them.

Executive Director Rollins informed the Board that the State Senate Budget Committee will be voting on the Sewer Privatization Bill tomorrow, December 5, 2019. This was discussed at the August Board meeting. Resolution 2019-100 rejecting the New Jersey Legislature Senate Bill 3870 and Assembly Bill 5391 was adopted.

ENGINEER'S REPORT

Review of Engineer's Status Report

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

Update: ASR Well 13 Treatment Program –

Resolution 2019-153: Approval of Change Order #1 – On motion by Lutner, seconded by Schmidt, it was moved to adopt **Resolution #2019-153** approving Change Order #1 in the amount of $181,846.03 to Eagle Construction Company for ASR 13 Treatment Program

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: ASR Well 14 Screen Replacement – All permits have been received. The screen is on order and should be installed in early December.

Update: Locust Avenue Pumping Station Upgrade – We are awaiting authorization to award from NJDEP.

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 complete. A quality control meeting is scheduled for next week.

Update: Knox Boulevard Water Main Replacement –

Motion to approve a proposal – On motion by Lutner, seconded by Schmidt, there was a motion to approve a proposal from Richard A. Alaimo Associates in the amount of $162,500.00 for the Knox Boulevard Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2019-141: Award of Contract in excess of $40,000 – On motion by Tencza, seconded by Schmidt, it was moved to adopt **Resolution #2019-141** awarding a contract to RTW Construction Incorporated in the amount of $1,504,751.00 for Knox Boulevard Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: Heritage Village (Phase 1) Water Main Replacement –

Motion to approve a proposal – On motion by Lutner, seconded by Schmidt, there was a motion to approve a proposal from Richard A. Alaimo Associates in the amount of $219,000.00 for the Heritage Village (Phase 1) Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Lutner, Tencza, Waters
NAY: Jamanow
ABSTAIN: None

MOTION CARRIED: 4-1-0

Resolution 2019-142: Award of Contract in excess of $40,000 – On motion by Tencza, seconded by Jamanow, it was moved to adopt **Resolution #2019-142** awarding a contract to MSP Construction Corporation in the amount of $1,846,375.00 for Heritage Village (Phase 1) Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, 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 –

Resolution 2019-154: Authorizing advertisement - On motion by Lutner, seconded by Schmidt, it was moved to adopt Resolution #2019-154 authorizing advertisement for Bids for Woodlake Drive Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Update: North Cropwell Road Sewer Main Rehabilitation – This project is complete.

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

Update: Golf Course Lift Station – Shop drawing has been approved.

Update: Greenbrook Drive Water Main Replacement –

Resolution 2019-155: Authorizing advertisement - On motion by Schmidt, seconded by Lutner, it was moved to adopt Resolution #2019-155 authorizing advertisement for Bids for Greenbrook Drive Water Main Replacement.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S-3/W3 for Caliber Collision – On motion by Tencza, seconded by Lutner, it was moved to approve S-3/W3 for Caliber Collision, 120 Route 73 North

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, 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 had questions with regards to the releasing of Bonds, the Elmwood Storage Building, Shared Service with the Township, water usage at Renaissance Square, the Rain Garden and the cost of crane service for the Screw Pumps. Executive Director Rollins and Operations Manager Booth answered the questions accordingly.

BOARD COMMENTS

Commissioner Kipness questioned the facility next to Mission Barbeque and asked if it still plans to be a Sports Clips. Chairman Waters confirmed that as far as we know, it still will be a barber shop. He also mentioned that he enjoyed the conference in Atlantic City.

Commissioner Schmidt was happy to hear that Auditor Applegate had no findings in our report. He thanked everyone that took part in it. He wished everyone a happy holiday.

Commissioner Jamanow expressed her appreciation on the results of the audit. She wished everyone a happy holiday.

Commissioner Lutner wished everyone a wonderful holiday season.

Commissioner Tencza expressed appreciation to Deputy Executive Director Puszcz and the staff for the audit. He thought the questions asked by the commissioners during tonight's meeting were very interesting. He wished everyone a happy holiday.

Chairman Waters thanked the staff and management for all of their hard work. He feels he learned a lot at the conference in Atlantic City and enjoyed spending time with the other Commissioners and staff. He received many compliments about the Authority and was told that we are a model Authority that others can look to with our low rates and good service that we provide. He looks forward to the holiday party and wished everyone a happy holiday.

There was a motion to adjourn by Tencza seconded by Schmidt. The meeting was adjourned at 8:55 P.M.

RECORDED VOTE: AYE: Schmidt, Jamanow, Lutner, Tencza, Waters
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for January 8, 2020 at 7:30pm, in the Courtroom at the Evesham Municipal Complex, 984 Tuckerton Road, Marlton, NJ

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Christine Krimmel
Executive Administrative Assistant

APPROVED BY THE BOARD: _____