

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

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Regular Meeting Minutes

August 17, 2016

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, February 24, 2016 in the Authority office. Chairman Clayton Sills called the meeting to order at 4:30 PM, and requested that everyone pledge allegiance to the flag. The Chairman instructed the Secretary to read the following statement:

Public notice of the meeting, pursuant to the Open Public Meetings Act, has been given by the Authority in the following manner:

- A. Posting written notice on the official bulletin board of the Authority building.
- B. Mailing written notice to the Municipal Clerks of Willingboro and Westampton Townships; the Secretary of the Edgewater Park Sewerage Authority and the Executive Director of the Mount Laurel Municipal Utilities Authority.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Roll Call: Cmmr. Christopher Walker (Absent), Cmmr. Jacqueline Jennings (Present), Cmmr. T. Wayne Scott (Absent), Cmmr. Clayton Sills (Present), Cmmr. Carl Turner (Present) Alt. Cmmr. Webster Evans (Present), Alt. Cmmr. Charles Green (Present).

Others attending: James Mackie, Operations Manager, Russell Trice, Engineer, Diallyo Diggs, Director of Finance, Nick Talvacchia and Yolanda Melvin of Cooper Levenson.

Comments from the Public:

M. Nock: Asked what are the next steps regarding the LED lighting and also mentioned that Smart City conference in September

Cmmr. Sills: Responded stating that he will discuss the topic and answer questions regarding LED lighting in his report.

N. Branch: Mentioned that him and the Green Team are having an info event for the city and one of the topics are orangeburg pipping and asked if someone from the MUA be available to speak on the topic.

Cmmr. Turner: Responded stating the topic needs to be discussed as a board first to determine what are legal responsibilities are and come up with a plan and things that the representative of the MUA would discuss.

Cmmr. Webster: Agreed that the topic should first discussed as a board.

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Cmmr. Sills: Stated that if not the topic of the orangeburg piping there are other topics that they would be more than happy to discuss.

Motion to approve the July 20, 2016 Minutes

Moved: Cmmr Turner

Seconded: Alt. Cmmr Green

Discussion: None

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes, Alt. Cmmr Green Yes.

Motion to approve Treasurers report

Moved: Cmmr. Jennings

Seconded: Cmmr. Turner

Discussion: None

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes, Alt. Cmmr Green Yes.

Presentation of Executive Directors Report

Discussion:

Andrew Weber: Stated that they are looking for an HR person to replace Rita's responsibilities by the end of the year, also that in the month of September there will be an awareness event with the board of education discussing the challenges dealing with the sewer system.

Diallyo Diggs: The person that currently works on MUA website will now help expand our communication with the public by managing our social media (Instagram, twitter, and Facebook) on a temporary basis until the end of the year.

Cmmr. Jennings: Requested that all board member receive the proposal so we know exactly what we are getting at the total price of \$800.

Diallyo: Also mentioned that the S rack sale went at 241 & 240.

Cmmr. Sills: Stated in response to the question that was asked during the comments from the public segment regarding the LED lighting that they have spoken with DeCotis and they will be holding a meeting and at the meeting Mr. Nock is more than welcome to attend.

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Motion to receive the Executive Directors Report

Moved: Cmmr. Jennings

Seconded: Cmmr. Turner

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes, Alt. Cmmr Green Yes

Motions to Receive Operations and Maintenance Report

Moved: Cmmr. Turner

Seconded: Cmmr. Jennings

Discussion: Cmmr. Chris Walker has arrived

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

Motion to Receive Engineers Report

Moved: Cmmr. Turner

Seconded: Cmmr. Jennings

Discussion: None

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

Resolution 2016-8-17-1: Award of Contract No. 2016-4 Well 11 Redevelopment and pump Replacement

RESOLUTION 2016-08-17-1 AWARD OF CONTRACT NO. 2016-4 WELL NO. 11 REDEVELOPMENT AND PUMP REPLACEMENT

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and received sealed bids for the Well No. 11 Redevelopment and Pump Replacement on August 12, 2016, and

WHEREAS, four (4) bids were received and the low bid in the amount of \$96,490.00 was received from Layne Christensen Company, and

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WHEREAS, the Consulting Engineer has determined that the bid submitted by Layne Christensen Company contains no defects and complies with the contract document requirements for bid submissions.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of August 2016 that:

1. Contract No. 2016-4 in the amount of \$96,490.00 be awarded to Layne Christensen Company as the lowest, responsible bidder.
2. The Chairman is authorized to execute the necessary forms of contract.
4. A copy of this resolution be spread upon the minutes of this public meeting.

Clayton R. Sills, Chairman

CERTIFICATION BY ASSISTANT SECRETARY

I, Andrew Weber, Assistant Secretary of the Willingboro Municipal Utilities Authority do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on Wednesday, August 17, 2016.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of August 2016.

Andrew Weber, Assistant
Secretary

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Diallyo Diggs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY has ascertained that there are now available sufficient funds to award a contract between the Willingboro Municipal Utilities Authority and Layne Christensen Company The money necessary to fund such contract is \$96,490.00. The funds shall be charged to the following fund: _____.

These funds have not been certified as being available for more than one pending contract.

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Diallyo Diggs, Treasurer

Date

Resolution 2016-8-17-1: Well 9 Pump Repair and Redevelopment Emergency Authorization

RESOLUTION 2016-8-17-2

Well 9 Pump Repair and Redevelopment Emergency Authorization

WHEREAS, NJSA 40A: 11-6 authorizes the purchase of equipment or services in excess of the bid threshold in certain emergency situations, waiving the need to obtain multiple quotes; and

WHEREAS, on June 10, 2016 Well 9 showed signs of potential of immediate failure that would jeopardize the Authority's ability to meet summer demand; and

WHEREAS, upon removal and inspection of the pump setting and video inspection of the well it was necessary to repair the pump, replace the column and redevelop the well; and

WHEREAS, the Authority's Consulting Engineer, L. Russell Trice, PE, of Richard A. Alaimo, Assoc. has issued a letter declaring that this matter constitutes an emergency.

NOW, THEREFORE, BE IT RESOLVED by the WMUA assembled in regular session this 17th day of August 2016 that:

1. The Well 9 pump repair and redevelopment be declared an emergency in accordance with the provisions of NJSA 40A: -6
2. The Well 9 pump repair and redevelopment is hereby authorized.
3. A copy of this resolution be made a part of the minutes of this public meeting.

Clayton Sills, Chairman

ATTEST:

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Andrew Weber, Assistant Secretary

CERTIFICATE OF AVAILABILITY OF FUNDS FOR CONTRACTS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Diallyo Diggs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY have ascertained that there are now available sufficient funds to pay for this repair of \$67,479. Funds shall be charged to the following fund: Fund.

These funds are not being certified as being available for more than one pending contract.

Diallyo Diggs
Treasurer

Motion to accept bill list

Moved: Cmmr. Turner

Seconded: Cmmr. Jennings

Discussion: None

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

Solicitors Report:

Discussion:

N. Talvacchia: Topic to be discussed in Executive session

Moved: Cmmr. Jennings

Seconded: Seconded: Cmmr. Turner

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

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Motion Entering Executive Session

Moved: Cmmr. Jennings

Seconded: Cmmr. Turner

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

Exit Executive Session

Comments from the Public:

N. Branch: Suggested that we use Word press plugins which is designed for us to handle our social media and website on our own opposed to paying somebody else to do it.

Cmmr Walker: Responded stating that we do not have the enough time nor staff to handle this by ourselves.

M. Knox: Asked about where we are with the land purchase of the church.

Andrew Weber: Responded stating that he has been by the church but has yet to hear back from the church.

Motion to Adjourn

Moved: Cmmr. Walker

Seconded: Cmmr. Turner

Roll Call: Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes