

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY
Regular Meeting Minutes
December 17, 2014

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, December 17, 2014 in the Authority office. Chairman Walker called the meeting to order at 4:30 PM, and requested that everyone pledge allegiance to the flag. The Commissioner 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. Eddie Campbell, Jr., (Present), Cmmr. Dennis W. Reiter (Present), Cmmr. Christopher Walker (Present), Cmmr. Jacqueline Jennings (Present), Cmmr. T. Wayne Scott (Present), Alt. Cmmr. Clayton Sills (Present) and Alt. Cmmr. Webster Evans (Present).

Others attending; Michael A. Armstrong, Secretary, Nick Talvecchia, Solicitor, Russell Trice, Engineer, and Andy Weber, Interim Executive Director.

Motion: A motion was made by Cmmr. Campbell and seconded by Alt. Cmmr. Sills to approve the November 12, 2014 meeting minutes.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Alt. Cmmr. Sills, AYE; Cmmr. Scott, ABSTAIN, Cmmr. Reiter, NO; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Sills to receive and file the Treasurer's Report.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE, Alt. Cmmr. Sills, AYE; Cmmr. Reiter, AYE; Cmmr. Walker AYE.

Motion: A motion was made by Cmmr. Scott and seconded by Cmmr. Campbell to receive and file the Operations and Maintenance Report.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE; Alt. Cmmr. Sills, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion is made by Cmmr. Scott to enter Executive Session and seconded by Alt. Cmmr. Sills.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE; Alt. Cmmr. Sills, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Scott to re-enter Public Session.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE; Cmmr. Alt. Cmmr. Sills, AYE, Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Campbell to take action regarding employees as noted in Executive Session.

The Chairman leaves the meeting here and Alt. Cmmr. Evans is voting.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE; Alt. Cmmr. Evans, AYE; Alt. Cmmr. Sills, AYE; Cmmr. Reiter, AYE.

Commissioner Jennings is voting here at her arrival, 5:45 pm.

Motion: A motion was made by Cmmr. Scott and seconded by Cmmr. Campbell to receive and file the Executive Director's Report.

Discussion: The Executive Director summarized his written report provided to the Commissioners.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

The Engineer distributed a Report, Resolutions, and table.

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Scott to approve Resolution for Change order No. 2 to Contract 2013-3 – 1MG Ground storage tank painting.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2014-12-17-__

CHANGE ORDER NO. 2 TO CONTRACT 2013-3

1 MG GROUND STORAGE TANK PAINTING

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 1 MG Ground Storage Tank Painting on January 7, 2014 and awarded such contract on February 19, 2014, and

WHEREAS, the contract was awarded to Pro-Spec Painting Inc., and

WHEREAS, it has been determined that the following unforeseen items of work must be performed and for which the contractor has submitted the following pricing:

After the existing vent located at the top center of the tank was removed the ends of the existing roof rafters were visible. The existing roof rafters were found to be in a deteriorated condition and in need of repair. As requested, the contractor provided a quote in the amount of \$10,650.82 to furnish and install new C-channels bolted to the existing rafters for structural support of the roof.

WHEREAS, the Consulting Engineer has reviewed the pricing submitted by the contractor and finds that it is reasonable and is recommending approval of change order No. 2.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of December 2014 that:

1. Change Order No. 2 in the amount of \$10,650.82 is approved.
2. The Consulting Engineer and Executive Director are authorized to take all steps necessary to effectuate this change order.
3. A copy of this resolution be spread upon the minutes of this public meeting.

Christopher P. Walker, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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, December 17, 2014.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of December 2014.

Michael A. Armstrong,
Secretary

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Joseph Jacobs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY has ascertained that there are now available sufficient funds to pay for Change Order No. 2 in the amount of \$10,650.82. The funds shall be charged to the following fund: NJEIT CONSTRUCTION FUND.

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

Joseph Jacobs, Treasurer

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Reiter and seconded by Cmmr. Scott to approve Resolution 2014-12-17-2 authorizing the award of a Non-Fair and Open Contract for furnishing Hypochlorite Tank & Accessories.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2014 12 17-_____ AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR FURNISHING A SODIUM HYPOCHLORITE TANK & ACCESSORIES

WHEREAS, the Willingboro Municipal Utilities Authority has a need to acquire a Sodium Hypochlorite Tank & Accessories as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-3, contracts for goods or services which do not exceed \$36,000.00 may be awarded by the Qualified Purchasing Agent without publicly advertising for bids; and

WHEREAS, three vendor quotes were obtained to acquire a Sodium Hypochlorite Tank & Accessories from Coastal Technical Sales of 116 Keystone Drive, Montgomeryville, PA. 18936 in the amount of \$29,638.00; HD Supply Facilities Maintenance, d/b/a USABLUBOOK, PO Box 9004, Gurnee, IL 60031 in the amount of \$36,000.00 and, Design Plastic Systems Incorporated of 2541 General Armistead Avenue, Norristown, PA 19403 with the lowest submitted proposal on November 3, 2014 indicating they will furnish Sodium Hypochlorite Tank & Accessories at the cost of \$27,457.00; and

WHEREAS, Design Plastic Systems, Inc. has submitted a proposal dated 11/3/14 indicating they will provide the Sodium Hypochlorite Tank & Accessories for the amount of \$27,457.00; and

WHEREAS, the Consulting Engineer has reviewed the proposals submitted from multiple Vendors and is recommending award to Design Plastic Systems, Inc. as submitted.

WHEREAS, the anticipated term of this contract is less than one year; and
WHEREAS, Design Plastic Systems, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Design Plastic Systems, Inc. has not made any reportable contributions to a political or candidate committee in the Township of Willingboro in the previous one year, and that the contract will prohibit Design Plastic Systems, Inc. from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of December, 2014 that

1. This contract is awarded to Design Plastic Systems, Inc. in the amount of \$27,457.00.

2. The Consulting Engineer and Executive Director be authorized to take all steps necessary to effectuate this contract.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. A copy of this resolution be spread upon the minutes of this public meeting.

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be provided to Design Plastic Systems Incorporated of 2541 General Armistead Avenue, Norristown, PA 19403 for its information and attention.

Christopher P. Walker, Chairman

Certification by Secretary

I, Michael Armstrong, 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 December 17, 2014.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of December, 2014.

Michael A. Armstrong, 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, Joseph Jacobs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY, have ascertained that there are now available sufficient funds to pay for this contract in the amount of \$27,457.00. The funds shall be charged to the following funds:
RENEWAL & REPLACEMENT FUND \$27,457.00

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

Joseph Jacobs, Treasurer

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;

Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Reiter to approve Resolution 2014-12-17-3 the purchase of Trailer Mounted Pumps.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2014-12-17_____

AWARD OF CONTRACT NO. 2014-3

PURCHASE OF TRAILER MOUNTED PUMPS

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 Purchase of Trailer Mounted Pumps on December 12, 2014, and

WHEREAS, one (1) bid in the amount of \$152,972.00 was received from Xylem, Incorporated, which is below the Consulting Engineer's estimate for such work, and

WHEREAS, the Consulting Engineer has determined that the bid submitted by Xylem, Incorporated 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 December 2014 that:

2. Contract No. 2014-3 in the amount of \$152,972.00 be awarded to Xylem, Incorporated as the lowest, responsible bidder.
2. This contract is being awarded contingent upon approval by the New Jersey Department of Environmental Protection.
3. 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.

Christopher P. Walker, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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, December 17, 2014.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of December 2014.

Michael A. Armstrong,
Secretary

CERTIFICATION OF AVAILABILITY
OF FUNDS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Joseph Jacobs, 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 Xylem, Incorporated. The money

necessary to fund such contract is \$152,972.00. The funds shall be charged to the following fund: NJEIT CONSTRUCTION FUND.

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

Joseph Jacobs, Treasurer

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Scott to approve Resolution 2014-12-17-4 withdrawal/rejection of generator bids for Windsor Pump Station.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2014-12-17 _____

APPROVAL OF BID WITHDRAWAL, BID REJECTION AND AUTHORIZATION TO RE-ADVERTISE AND RECEIVE BIDS FOR CONTRACT NOS. 2014-2A and 2B WATER POLLUTION CONTROL PLANT AND WINDSOR PARK PUMP STATION GENERATOR REPLACEMENTS

WHEREAS, the Willingboro Municipal Utilities Authority complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and received sealed bids for the Water Pollution Control Plant and Windsor Park Pump Station Generator Replacements on December 12, 2014, and

WHEREAS, two (2) bids were received and the apparent low bid was submitted by Eagle Construction Services, Inc., in the amount of \$727,412.00 for contracts 2A and 2B, and

WHEREAS, by letter dated December 15, 2014 Eagle Construction Services, Inc., requested to withdrawal their bid indicating that a clerical error was made in the computation of their bid resulting in the submission of a bid that was approximately \$122,000 less than it would have been had the error not been made, and

WHEREAS, N.J.S.A. 40A:11-23.3 authorizes a bidder to request withdrawal of a bid due to clerical error, and

WHEREAS, Eagle Construction Services, Inc., withdrawal request complies with the requirements cited in N.J.S.A. 40A:11-23.3, and

WHEREAS, the second bid submitted by Philips Brothers Electrical Contractors, Inc., in the amount of \$972,344.00 for contracts 2A and 2B is in excess of the Engineer's estimate for contracts 2A and 2B by approximately \$134,000.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of December 2014 that:

3. Eagle Construction Services, Inc., request to withdrawal their bid be approved.
2. The remaining bid submitted by Philips Brothers Electrical Contractors, Inc., be rejected because it substantially higher than the Engineer's estimate.
3. The Executive Director and Consulting Engineer be authorized to take all actions necessary for the re-advertisement and receipt of bids for Contract Nos. 2A and 2B.
4. A copy of this resolution be spread upon the minutes of this public meeting.

Christopher P. Walker, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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, December 17, 2014.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of December 2014.

Michael A. Armstrong, Secretary

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Scott and seconded by Cmmr. Campbell to approve Resolution 2014-12-17-5 Digester Grating repair.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2014-12-17-__

CHANGE ORDER NO. 7 TO CONTRACT 2013-5A

DIGESTER CLEANING AND REPAIR AND TRICKLING FILTER WALKWAY GRATING 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 Digester Cleaning and Repair and Trickling Filter Walkway Grating Replacement on January 15, 2014 and awarded such contract on February 19, 2014, and

WHEREAS, the contract was awarded to Centerpoint Associates Inc., and

WHEREAS, it has been determined that the piping and piping supports in the primary digester are broken and must be replaced, and

WHEREAS, the contractor as requested provided a price in the amount of \$260,298.00 to repair the piping and pipe supports, and

WHEREAS, the Consulting Engineer has reviewed the pricing submitted by the contractor and finds that it is reasonable and is recommending approval of change order No. 7.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of December 2014 that:

4. Change Order No. 7 in the amount of \$260,298.00 is approved.
2. The Consulting Engineer and Executive Director are authorized to take all steps necessary to effectuate this change order.
3. A copy of this resolution be spread upon the minutes of this public meeting.

Christopher P. Walker, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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, December 17, 2014.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of December 2014.

Michael A. Armstrong, Secretary

CERTIFICATION OF AVAILABILITY
OF FUNDS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Joseph Jacobs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY has ascertained that there are now available sufficient funds to pay for Change Order No. 7 in the amount of \$260,298.00. The funds shall be charged to the following fund: NJEIT CONSTRUCTION FUND.

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

Joseph Jacobs, Treasurer

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Scott to approve Resolution 2014-12-17-6, Burlington County Cooperative Pricing Agreement (5 year renewal).

[Insert Resolution Here]

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;
Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Campbell to approve the list of bills due for payment.

INSERT BILL LIST

Discussion: Alt. Cmmr. Evans asked whether the Commissioners determined they were going to give the Township \$200,000 or \$300,000. \$300k is approved.

Roll Call: Cmmr. Campbell, ABSTAIN#4489; Cmmr. Jennings, ABSTAIN#4489;
Cmmr. Scott, ABSTAIN#4474; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

Motion: Motion to adjourn was made by Cmmr. Scott and seconded by Cmmr. Reiter.

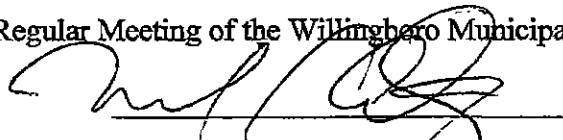
Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, Cmmr. Scott, AYE; Cmmr. Reiter, AYE; Cmmr. Walker, AYE.

The meeting adjourned at 6:30 p.m.

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the December 17, 2014, Regular Meeting of the Willingboro Municipal Utilities Authority.



Michael A. Armstrong, Secretary