

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

June 22, 2017

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, June 22, 2017 at the Willingboro Municipal Utilities Authority. Chairman Carl Turner 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 (Absent), Cmmr. T. Wayne Scott (Present), Cmmr. Clayton Sills (Present), Cmmr. Carl Turner (Present) Alt. Cmmr. Webster Evans (Present), Alt. Cmmr. Charles Green (Absent).

Others attending: Andrew Weber, Executive Director, Russell Trice, Engineer, Emmanuel Stuppard, Director of Operations and Maintenance, Yolanda Melville of Cooper Levenson, and Vincent Buckley, Chief Operator of the Water Treatment Plant.

Comments from the Public

M. Nock: Stated his concerns about the SREC's asking if the system is down.

A. Weber: Responded stating that the system is up and running.

M. Nock: Also asked for the senior program how old does a senior have to be

J. Jennings: Responding stating that they are thinking 70 and up.

P. Harvey: Stated her concerns about the insurance lateral

J. Jennings: Responded stating that they are still investigating and planning to make an announcement in July.

Motion to Approve May 17, 2017 Regular Meeting Minutes

Moved: Cmmr. Sills

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Abstain, Cmmr. Turner Yes

Treasurers Report

Moved: Cmmr. Scott

Seconded: Cmmr. Sills

Discussion

Cmmr. Evans: Asked if Diallyo can elaborate on the Lead testing

D. Diggs: Responded stating that all the schools have been completed and everything went well. The areas that were under used had lead and recommends active flushing. Lastly, that there is lead in the pipes but there is no lead in the water.

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Motion to receive Operations and Maintenance Report

Moved: Cmmr. Jennings

Seconded: Cmmr. Scott

Discussion

M. Stuppard: Six summer employees have been hired. Yesterday a storm knocked out the power and PSE&G and Comcast had to come out and repair. The lead testing is done. There has been 0 blockages this month.

Cmmr. Evans: What was the problem with Well 11?

M. Stuppard: Pump Issues

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Motion to Receive Engineers Report

Moved: Cmmr. Jennings

Seconded: Cmmr. Evans

Discussion:

Cmmr. Scott: Report for Well 6 sounds like you are waiting on a resolution for church property before you can pursue

R. Trice: No, we are getting close to finishing our design which will be done in 2 weeks.

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Resolution 2017-6-22-1 Change Order No. 3 to Contract 201 6-4 Well 11 Reducing the Contract Amount

Moved: Cmmr. Scott

Seconded: Cmmr. Jennings

Discussion:

Cmmr. Jennings: In the original contract is the 10k itemized or is the 10k amount for existing well pump repairs?

R. Trice: The 10k is the number we put in the contract

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

**RESOLUTION 2017-6-22-1
CONTRACT MODIFICATION NO. 3 TO CONTRACT 2016-4
WELL No. 11 REDEVELOPMENT AND PUMP REPAIR**

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 Well No. 11 Redevelopment and Pump Repair on August 12, 2016 and awarded such contract on August 17, 2016, and

WHEREAS, the contract was awarded to Layne Christensen Company (Contractor), and

WHEREAS, the contract provided an allowance in the amount of \$10,000.00 for the repair of the existing well pump, and

WHEREAS, the Consulting Engineer in consultation with the pump inspection report prepared by the Contractor have determined that the existing well pump is in such poor condition that it is not cost effective to repair, and

WHEREAS, the Consulting Engineer is recommending that this work be deleted from the Contract.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 22th day of June 2017 that:

1. Contract Change Order No. 3 in the amount of -\$10,000.00 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.

Carl Turner, Chairman

CERTIFICATION BY SECRETARY

I, Andrew Weber, 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 Thursday June 22, 2017.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 22th day of June 2017.

Andrew Weber, Secretary

Resolution 2017-6-22-2 Change Order No.3 to Contract 2015-1 Well 5A for Exterior Lighting and Gate

Moved: Cmmr. Scott

Seconded: Cmmr. Sills

Discussion:

R. Trice: The first item in the contact modification is to furnish and install exterior lighting on the control building.

Cmmr. Turner: What is the gate?

R. Trice: The gate is something that the authority guys wanted. We are putting a new fence around the property and on the back fence line the authority wanted a man gate so they can get out the well site.

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

RESOLUTION 2017-6-22-2

Contract Modification No. 3

Contract No. 2015-1

Well 5A Radium Removal Treatment Plant Upgrades

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 Well 5A Radium Removal Treatment Plant Upgrades on April 27, 2016 and awarded such contract on May 18, 2016, and

WHEREAS, the contract was awarded to MBE Mark III Electric, Inc., and

WHEREAS, the contractor was requested to provide pricing for the following items:

1. Furnish and install new exterior lighting on the Control Building and Radium Building, \$17,852.00
2. Furnish and install one (1) 3'-0" Man Gate in new site fencing, \$1,045.00

and

WHEREAS the Consulting Engineer is recommending that the above items of work be performed and has reviewed the pricing submitted by the contractor and finds that it is reasonable and is therefore recommending approval of Contract Modification No. 3 in the amount of \$18,897.00.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 22th day of June 2017 that:

2. Contract Modification No. 3 in the amount of \$18,897.00 is approved.
2. The Consulting Engineer and Executive Director are authorized to take all steps necessary to effectuate this contract modification.
3. A copy of this resolution be spread upon the minutes of this public meeting.

Carl Turner, Chairman

CERTIFICATION BY ASSISTANT SECRETARY

I, Andrew Weber, 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 Thursday June 22, 2017.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 22th day of June 2017.

Andrew Weber, 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 have ascertained that there are now available sufficient funds to pay for Contract Modification No. 3 in the amount of \$18,897.00. The funds shall be charged to the following fund: _____.

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

Diallyo Diggs, Treasurer _____
Date

Old Business

SREC

Cmmr. Turner: We will hear from the finance committee for the procedure to put into fund balance

D. Diggs: It has to be done through the budget process.

Direct Bill Payment

D. Diggs: We should have something in about 30 days so next meeting

Generator Guidewire

M. Stuppard: Tuesday I gave him a call telling him to remove the generator. I shouldn't be an issue for him to remove it

Motion to Accept the Payment of Bills

Moved: Cmmr. Sills

Seconded: Cmmr. Scott

Discussion:

Cmmr. Jennings: Stated her concerns about the Sam's Club bill being so high

D. Diggs: Agreed stating that we need to establish a budget.

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes to all but one that pertains to me, Cmmr. Jennings Yes, Cmmr. Turner Yes

*Cmmr Green has arrived

Motion to Enter Executive Session

Moved: Cmmr. Scott

Seconded: Cmmr. Sills

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Motion to Exit Executive Session

Moved: Cmmr. Scott

Seconded: Cmmr. Jennings

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Motion to Accept Director of Finance Recommendation to give BOE a 10% Discount

Moved: Cmmr. Scott

Seconded: Cmmr. Jennings

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes

Comments from the Public

P. Harvey: Is there anything the citizens do to apply pressure on PSE&G?

Cmmr. Turner: Phone call by BPU.

Motion to Adjourn

Moved: Cmmr. Sills

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Jennings Yes, Cmmr. Turner Yes