

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

The Regular Meeting of the Willingboro Municipal Utilities Authority was held on Tuesday, May 18, 2010 in the Authority Office with the following Members present:

Mr. Thomas M. Scholtis; Chairman; Mr. Eddie Campbell, Jr., Ms. Ayisha Gordon; Mr. James H. Gray; Mr. William S Hall; Mrs. Selia McFadden, and Mr. Dennis W. Reiter.

Others attending were Mr. L. Russell Trice, PE of Richard A. Alaimo Assoc., Consulting Engineers, Michael A. Armstrong, Solicitor; Timothy Kiel, CPA of Bowman & Co., Independent Auditors; Mr. Joseph S. Bateman, Executive Director; Mr. Russell F. Mackel, Operations Manager, and Mr. Harry F. Killian, Secretary/Treasurer.

The Chairman called the meeting to order and 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 on Wednesday, February 5, 2010.

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 on February 5, 2010 by Certified Mail 7009-0080-0001-8397-6815, 7009-0080-0001-8397-6822, 7009-0080-0001-8396-9107, 7009-0080-0001-8397-6808, 7009-0080-0001-8396-9084 respectively.

C. Publishing a Public Notice in the Burlington County Times and Courier-Post on February 5, 2010.

D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

The Minutes of the 20 April 2010 Meeting were approved on a motion made by Ms. Gordon that was seconded by Mr. Reiter.

Roll Call Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

The Treasurer's Financial Report for April 2010 were received and filed as printed and distributed on a motion by Mr. Campbell and seconded by Mr. Reiter.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

The Operations Manager's Report for April 2010 was received and filed as printed and distributed on a motion by Ms. Gordon that was seconded by Mr. Campbell.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

Chairman Scholtis called upon Mr. Timothy Kiel, CPA of Bowman & Co. to review the final Report of Audit for 2009.

Mr. Kiel noted that the complete Audit Report was not different from the draft that was presented last month except for the fact that the update of the Post Employment Benefits Actuarial Valuation from Brown & Brown Consulting is included.

Chairman Scholtis thanked Mr. Kiel for their completed report and excused them from the balance of the meeting.

Chairman Scholtis instructed the Secretary to introduce the following resolution:

### **RESOLUTION 2010 – 18**

#### **CERTIFICATION OF RECEIPT AND REVIEW OF AUDIT**

WHEREAS, the Willingboro Municipal Utilities Authority has received the REPORT OF AUDIT for the fiscal year ending December 31, 2009 and,

WHEREAS, each Authority Board Member has received and reviewed the Annual Financial Report and Audit for 2009, including the section entitled "General Comments and Recommendations".

NOW THEREFORE, BE IT RESOLVED by the Chairman and members of the Willingboro Municipal Utilities Authority assembled in regular session this 18th day of May 2010 that it hereby certifies that each Authority Member has reviewed the Report of Audit for 2009.

BE IT FURTHER RESOLVED that each Authority members shall sign the Audit Review Certificate attached to this resolution acknowledging their review and that the Resolution shall thereafter be forwarded to and filed with the Local Finance Board.

Mr. Reiter moved that the resolution be adopted. Mr. Hall seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

The Executive Director discussed correspondence received from Mr. Craig Donechie about his waster/sewer bill. Mr. Bateman said that the standard procedures were followed in determining the accuracy of Mr. Donechie's bill and the usage was correct.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

The Executive Director said that he advised the customer that he could request a water meter test, which he declined. The Board declined to take any action to modify the customer's existing bill.

The Executive Director then reviewed the 2010 Consumer Quality Report for 2009. He said he was pleased that our water again met all quality standards of the U. S. Environmental Protection Agency and the New Jersey Department of Environmental Protection.

The Executive Director presented a draft strategic plan for the years 2011 through 2013. He requested the Commissioners to review the draft and be prepared to discuss it at the June meeting.

The Executive Director presented his asset evaluation report. Every asset owned by the Authority was examined in order to determine its age, condition and estimated cost to maintain.

The purpose of this evaluation was to estimate the Authority's future capital funding needs and to develop a recommendation to the Board of Commissioners to secure sufficient funding.

Most of the Authority's infrastructure is original; it is approximately 52 years old.

An example of the Authority's infrastructure that is original is the sanitary sewer collection system. Most of the collection system has never even been televised let alone rehabilitated. Because it has never been televised the overall condition is unknown however, there are some sections that have failed. A glaring example is the Mill Creek Interceptor failure in 2008. If we had televised that interceptor and were able to line the pipe without excavation the project cost would only have been significantly less.

Mr. Bateman stated our concern is that by postponing greatly needed reinvestment in our infrastructure it will cost more in the long run and there will be a greater number of situations where we encounter emergencies and ultimately fail to meet our mission.

Mr. Bateman reviewed a summary of the evaluation. The evaluation is broken into three parts.

Part 1 Consumables and small repairs Includes lubricants, chemicals, materials, supplies and small repairs, both in-house and done by contractors. Usually purchases less than \$3150. Expenses for these for items reoccur each year.

Part 2 Extraordinary maintenance includes major maintenance, repairs, rebuilding or complete replacement. It includes those items with an estimated yearly cost of over \$3150 but less than \$25,000. The expected life for these items is more than 1 year but less than 25 years.

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Part 3 Additions, improvements or major rehabilitation. It includes new infrastructure, additions or major assets that are completely replaced or rehabilitated, items with an estimated yearly cost of over \$25,000 and expected life greater than 25 years.

The cost of projects identified in Part 3 was not included in the estimated increase in user fees because it is assumed that these additions or improvements would be funded through bond issues.

Part 4 Totals. This section totals the projected need identified in parts 1 and 2.

Part 5 Estimated impact on rates. Based on this evaluation it is estimated that we need approximately \$73 dollars more per year per customer to maintain the water system and approximately \$24 more per year per customer to maintain the sewer system. My recommendation to the Board is that we include a capital funding component in our determination of the annual user rates.

Mr. Bateman's recommendation for the next two years is as follows;

2010

- Minimize the number of capital projects undertaken.
- Include a capital improvement component in the determination of 2011 annual user rates.
- Deposit solar rebates into the trustee renewal and replacement fund in order to bring this account back to its recommended \$900,000 balance.
- Utilize the balance of the solar rebate money (approximately \$1 million) to fund Capital projects.
- Adopt an updated (and more comprehensive) 3 year capital plan (2011, 2012, and 2013).

2011

- Reassess financial position and adjust capital spending and consider a second increase in user rates for 2012 to fund capital improvements.
- Consider impact of the decrease in debt payments (series H and G paid off, but payments on 2010 NJEIT begin).
- Minimize the number of capital projects undertaken; begin design work for a more
- Aggressive capital program in 2012 and beyond.

2012

- Reassess financial position and adjust capital spending and consider a third increase in user rates for 2013 to fund capital improvements.

## WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Mr. Hall complimented the Executive Director on this comprehensive and thorough report.

In other matters, the Executive Director reviewed a report on recent legislation enacted by Governor Christie affecting Willingboro Municipal Utilities Authority employees' health insurance and pensions.

Mr. Bateman said that as a review of our financial situation as discussed at last month's meeting, he and the Treasurer are recommending that the Authority adopt an amended budget that more accurately reflect anticipated revenues and expenses for the balance of 2010.

Chairman Scholtis instructed the Secretary to introduce the following resolution:

### RESOLUTION 2010-19

#### AMENDING THE 2010 WATER AND SEWER BUDGETS

WHEREAS, N.J.A.C. 5:31-2.8 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of an Authority, make such increases/decreases in appropriation and increases/decreases in anticipated revenues or to reclassify budgeted amounts between categories for the purpose or purposes required for the needs of any such Authority.

NOW, THEREFORE BE IT RESOLVED that in accordance with the provisions of N.J.A.C. 5:31-2.8, the Willingboro Municipal Utilities Authority hereby requests the Director of the Division of Local Government Services to make the following adjustments in Water and Sewer Budget of the year 2010, as indicated.

BE IT FURTHER RESOLVED that the following adjustments are, in the opinion of the Authority commissioners, warranted and authorized by the Statute above referred to, and are necessary for the orderly operation of the Authority

SEWER DEPARTMENT	ORIGINAL BUDGET	CHANGE	AMENDED BUDGET
<b><u>OPERATING REVENUES</u></b>			
Service Fees	4,055,000	(36,000)	4,019,000
Connection Fees		-	-
Other Operating Revenue	<u>112,050</u>	<u>(14,000)</u>	<u>126,050</u>
<b>TOTAL OPERATING REVENUE</b>	<b><u>4,167,050</u></b>	<b><u>(50,000)</u></b>	<b><u>4,145,050</u></b>
<b><u>NON-OPERATING REVENUE</u></b>			
Interest on Investments	65,500	-	65,500
<b>TOTAL NON-OPERATING REVENUE</b>	<b><u>65,500</u></b>	<b>-</b>	<b><u>65,500</u></b>
<b>TOTAL ANTICIPATED REVENUE</b>	<b><u>4,232,550</u></b>	<b><u>(50,000)</u></b>	<b><u>4,182,550</u></b>

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

<b>OPERATING APPROPRIATIONS</b>			
<b><u>ADMINISTRATION</u></b>			
Salaries & Wages	299,500	500	300,000
Fringe Benefits	150,950	(4,600)	146,350
Other Expenses	168,200	2,500	170,700
<b>TOTAL ADMINISTRATION</b>	<b><u>618,650</u></b>	<b><u>(1,600)</u></b>	<b><u>617,050</u></b>
		-	
<b><u>COST OF PROVIDING SERVICE</u></b>			
Salaries & Wages	739,600	79,400	819,000
Fringe Benefits	360,400	23,800	384,200
Other Expenses	<u>1,056,283</u>	<u>(126,000)</u>	<u>930,283</u>
<b>TOTAL COST OF PROVIDING SERVICE</b>	<b><u>2,156,283</u></b>	<b><u>(22,800)</u></b>	<b><u>2,133,483</u></b>
<b>PRINCIPAL PAYMENT ON DEBT SERVICE IN LIEU OF DEPRECIATION</b>	<b><u>1,410,279</u></b>	<b><u>(160,604)</u></b>	<b><u>1,249,675</u></b>
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b><u>4,185,212</u></b>	<b><u>(185,004)</u></b>	<b><u>4,000,208</u></b>
<b><u>NON-OPERATING APPROPRIATIONS</u></b>			
Total Interest Payment	238,446	45,731	284,177
Operations & Maintenance Reserve	8,250	(4,300)	3,950
Renewal & Replacement Reserve	143,000	-	143,000
Municipality Appropriation	-	100,000	100,000
Other Reserve	247,309	1,068	246,241
<b>TOTAL NON-OPERATING APPROPRIATION</b>	<b><u>637,005</u></b>	<b><u>325,511</u></b>	<b><u>777,368</u></b>
<b>TOTAL OPERATING &amp; NON-OPERATING APPROPRIATIONS</b>	<b><u>4,822,217</u></b>	<b><u>142,499</u></b>	<b><u>4,777,576</u></b>
		-	
<b>LESS: UNRESERVED RETAINED EARNINGS UTILIZED</b>	<b><u>589,667</u></b>	<b><u>22,641</u></b>	<b><u>567,026</u></b>
		-	
<b>NET TOTAL APPROPRIATIONS</b>	<b><u>4,232,550</u></b>	<b><u>(22,000)</u></b>	<b><u>4,210,550</u></b>
<b>WATER DEPARTMENT</b>			
	<b>ORIGINAL BUDGET</b>	<b>CHANGE</b>	<b>AMENDED BUDGET</b>
<b><u>OPERATING REVENUES</u></b>			
Service Fees	3,832,000	69,600	3,901,600
Connection Fees		-	
Other Operating Revenue	<u>440,250</u>	<u>(40,868)</u>	<u>399,382</u>
<b>TOTAL OPERATING REVENUE</b>	<b><u>4,272,250</u></b>	<b><u>28,732</u></b>	<b><u>4,300,982</u></b>
		-	
<b><u>NON-OPERATING REVENUE</u></b>			
Interest On Investments	65,500	(20,000)	45,500
<b>TOTAL NON OPERATING REVENUES</b>	<b><u>65,500</u></b>	<b><u>(20,000)</u></b>	<b><u>45,500</u></b>
<b>TOTAL ANTICIPATED REVENUE</b>	<b><u>4,337,750</u></b>	<b><u>8,732</u></b>	<b><u>4,346,482</u></b>
<b><u>OPERATING APPROPRIATIONS</u></b>			
<b><u>ADMINISTRATION</u></b>			
Salaries & Wages	299,500	500	300,000
Fringe Benefits	150,950	(4,600)	146,350
Other Expenses	168,200	2,500	170,700
<b>TOTAL ADMINISTRATION</b>	<b>618,650</b>	<b>(1,600)</b>	<b>617,050</b>
<b><u>COST OF PROVIDING SERVICE</u></b>			
Salaries & Wages	986,600	78,400	1,065,000
Fringe Benefits	491,100	34,600	525,700
Other Expenses	<u>1,233,000</u>	<u>(39,000)</u>	<u>1,194,000</u>

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TOTAL COST OF PROVIDING SERVICE	<u>2,710,700</u>	<u>74,000</u>	<u>2,784,700</u>
PRINCIPAL PAYMENT ON DEBT SERVICE IN LIEU OF DEPRECIATION	<u>629,050</u>	<u>(18,725)</u>	<u>610,325</u>
TOTAL OPERATING APPROPRIATIONS	<u>3,958,400</u>	<u>53,675</u>	<u>4,012,075</u>
<b><u>NON-OPERATING APPROPRIATIONS</u></b>			
Total Interest Payment	328,242	34,964	363,206
Operation & Maintenance Reserves	(21,509)	(6,768)	14,741
Renewal & Replacement Reserves	143,000	(19,568)	123,432
Municipal Appropriation	-	100,000	100,000
Other Reserve	<u>249,070</u>	<u>(43,805)</u>	<u>205,265</u>
TOTAL NON-OPERATING APPROPRIATIONS	<u>698,803</u>	<u>64,823</u>	<u>706,644</u>
TOTAL OPERATING & NON-OPERATING APPROPRIATIONS	<u>4,657,203</u>	<u>118,498</u>	<u>4,718,719</u>
LESS: UNRESERVED RETAINED EARNINGS UTILIZED	<u>319,453</u>	<u>81,889</u>	<u>471,937</u>
NET TOTAL APPROPRIATIONS	<u>4,337,750</u>	<u>36,609</u>	<u>4,246,782</u>

2010

### AUTHORITY CAPITAL BUDGET

Expended Through

JANUARY 1, 2010 TO DECEMBER 31, 2010

SEWER  
OPERATION

### PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN

#### FUNDING SOURCES

<u>PROJECTS</u>	<u>ESTIMATED TOTAL COSTS</u>	<u>UNRESERVED RETAINED EARNINGS</u>	<u>DEBT AUTHORIZED</u>	<u>OTHER SOURCES</u>
A VEHICLE	-			
B PUMP STATIONS	45,000	5,000		40,000
C SEWER MAIN REPAIR	390,000	112,600		277,400
D digester sludge transfer pump	85,800	-		85,800
E miscellaneous plant upgrades				-
F ADMIN OFFICE EQUIP				-
G solar panels	7,269,040		7,269,040	-
H micro turbine	1,265,400		1,265,400	-
I primary clarifier valves	225,000	225,000		
J Belt filter press	5,000	5,000		
K Tweedstone PS	4,300	4,300		
TOTAL	<u>9,289,540</u>	<u>51,900</u>	<u>8,534,440</u>	<u>403,200</u>

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

2010

WATER  
OPERATION

AUTHORITY CAPITAL BUDGET  
WILLINGBORO MUNICIPAL UTILITIES AUTHORITY  
JANUARY 1, 2010 TO DECEMBER 31, 2010

---PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN---  
FUNDING SOURCES

<u>PROJECTS</u>	<u>ESTIMATED TOTAL COST</u>	<u>UNRESERVED RETAINED EARNINGS</u>	<u>DEBT AUTHORIZED</u>	<u>OTHER SOURCES</u>
A WATER MAIN REPLACEMENT	337,000	337,000		-
B MAIN WATER TREATMENT PLT	3,400	3,400		
C WELL REHABILITATION	-	-		-
D WELL UPGRADES				
well 11	22,000	22,000		-
well 9	52,000	52,000		
E VEHICLES				-
F MAJOR MAINT	50,000	50,000		-
G ADMIN (50%)				-
H MOBILE AND CONSTRUCT EQUIP				-
I solar panels	2,830,600		2,830,600	
J Twin Hills water main New Generator main water				
K treatment plant	100,000			100,000
TOTAL	<u>3,395,000</u>	<u>464,400</u>	<u>2,830,600</u>	<u>100,000</u>

Mr. Reiter moved that the resolution be adopted. Mr. Campbell seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, ABSTAIN; Mr. Dennis W. Reiter, AYE; and Mr. Thomas M. Scholtis, AYE.

The Executive Director reviewed the renewal of sludge hauling. He said that Burlington County had received bids, but that some sludge haulers were willing to provide bids to individual sewage agencies that fell below the States bid threshold.

## WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

He recommended that the Willingboro Municipal Utilities Authority accept the proposal from Woolston which was substantially below the current Burlington County Sludge Hauling quote.

Chairmen Scholtis instructed the Secretary to introduce the following resolution:

### RESOLUTION 2010 - 20

#### HAULING OF WASTEWATER SLUDGE CONTRACT

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the New Jersey Public Contracts Law (P.L. 1971, Chapter 198) and did in fact receive proposals for wastewater sludge hauling and

WHEREAS, proposals were received from American Container (2010; \$133.50, 2011; \$135 and 2012; \$136.50) and Woolston Company (\$132 for all three years) and

WHEREAS, Woolston company submitted the lower price and

WHEREAS, it is in the Authority's best interest to accept the lowest proposal.

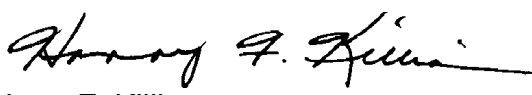
NOW, THEREFORE BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 18th day May, 2010 that:

1. The Chairman and Secretary are authorized to enter into a three-year contract with the low bidder Woolston Company for the price of \$132 per 20 yd.<sup>3</sup> container.
2. The Executive Director is authorized to issue Purchase Orders on behalf of the Authority.
3. This resolution be made a part of the minutes of this public meeting

#### CERTIFICATE OF AVAILABILITY OF FUNDS FOR CONTRACTS

As required by N.J.S.A 40A: 4-57, N.J.A.C 5:30-14.5, and any other applicable requirements, I, Harry F. Killian, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY have ascertained that there are now available sufficient funds to award contracts in the form of Purchase Orders between the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY and Woolston The money necessary to fund said contract is in an amount not to exceed \$55,000. The funds shall be charged to the following line item appropriation or account number: OPERATING FUND, ACCOUNT NUMBER 01- 200-7330-6

These same funds are not being certified as being available for more than one (1) contract

  
Harry F. Killian  
Treasurer

The resolution was adopted on a motion made by Mr. Reiter that was seconded by Ms. Gordon.

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE;  
Mr. Dennis W. Reiter, AYE; and Mr. Thomas M. Scholtis, AYE.

The Treasurer presented the following list of bills due for payment as follows

ALL FUNDS FOR CHECKS DATED 4/22/2010 TO 5/19/2010 ALL CHECK NUMBERS

#	DATE	#	NAME	CHECK AMOUNT
1008	5/01/2010	2150	STATE OF NJ HEALTH BENEFITS PROGRAM	11833.43
1009	5/01/2010	2030	STATE OF NJ HEALTH BENEFITS PROGRAM	46795.38
5799	5/01/2010	1290	DELTA DENTAL PLAN OF NJ	5277.98
5800	4/23/2010	3610	P S E & G	240.00
5801	5/07/2010	3467	PHILADELPHIA INSURANCE COMPANIES	1000.00
5805	5/19/2010	4010	A C SCHULTES INC	7740.00
5806	5/19/2010	73	ADVANCED AUTO PARTS	100.29
5807	5/19/2010	150	ALAIMO ASSOC., RICHARD A.	31773.25
5808	5/19/2010	160	ALL INDUSTRIAL SAFETY	325.95
5809	5/19/2010	1651	ALLMAX SOFTWARE INC.	1745.00
5810	5/19/2010	240	APS CONTRACTING INC.	233828.00
5811	5/19/2010	2341	ARMSTRONG, MICHAEL A	2376.00
5812	5/19/2010	10	AT&T	76.65
5813	5/19/2010	300	ATPRO TRANSMISSION	110.00
5814	5/19/2010	2627	AVAYA FINANCIAL SERVICES	60.40
5815	5/19/2010	2625	AVAYA INC.	55.85
5816	5/19/2010	37	BARTUK HOSE & RUBBER CO.	167.26
5817	5/19/2010	36	BATEMAN, JOSEPH	508.39
5818	5/19/2010	500	BILLOWS ELECTRIC SUPPLY	74.40
5819	5/19/2010	504	BIRDSALL SERVICES GROUP	5332.00
5820	5/19/2010	570	BROADVIEW NETWORKS INC.	949.39
5821	5/19/2010	1892	BURLINGTON COUNTY BOARD OF CHOSEN	240.00
5822	5/19/2010	430	BURLINGTON COUNTY TIMES	334.00
5823	5/19/2010	3159	BURLINGTON COUNTY TREAS.	7197.17
5824	5/19/2010	1000	CONSTELLATION NEWENERGY INC.	34748.13
5825	5/19/2010	1020	CONTECH ASSOCIATES INC.	1014.00
5826	5/19/2010	1116	COYNE CHEMICAL CO. INC., GEORGE	2728.00
5827	5/19/2010	1110	FASTENAL	46.89
5828	5/19/2010	1891	G & K SERVICES	794.20
5829	5/19/2010	2040	HACH COMPANY	2085.38
5830	5/19/2010	4194	HARRIS COMPUTER SYSTEMS	169.39
5831	5/19/2010	2269	JCI JONES CHEMICALS INC	7973.99
5832	5/19/2010	2273	JET-VAC INC.	151.51
5833	5/19/2010	2430	KILLIAN, HARRY F.	265.91
5834	5/19/2010	2421	KINGS JANITORIAL SERVICE	1040.00
5835	5/19/2010	2600	LOWTHER'S, GEORGE	124.48
5836	5/19/2010	2810	MCMANIMON & SCOTLAND	1699.80
5837	5/19/2010	2900	MERSHON CONCRETE LLC	891.50
5838	5/19/2010	2951	MIDDLESEX WELDING SALES	9.70
5839	5/19/2010	2050	MINUTEMAN PRESS OF HAINESPORT	115.00
5840	5/19/2010	3168	N. J. MANUFACTURERS INSURANCE CO	8482.00
5841	5/19/2010	2762	NETWORK MANAGEMENT CONSULTANTS	900.00
5842	5/19/2010	3152	NEWTOWN OFFICE & COMPUTER SUPPLY	1274.48
5843	5/19/2010	4999	ONE CALL CONCEPTS	245.03
5844	5/19/2010	3610	P S E & G	30006.89
5845	5/19/2010	3611	PARK PUMPS & CONTROLS INC.	28.00
5846	5/19/2010	2340	PETROLEUM TRADERS CORP	2857.05
5847	5/19/2010	3467	PHILADELPHIA INSURANCE COMPANIES	11911.16
5848	5/19/2010	3490	PITNEY BOWES INC.	360.00
5849	5/19/2010	3640	QC INC	1319.50
5850	5/19/2010	2925	RONALD MAY	465.53
5851	5/19/2010	1332	ROOT 24 HRS INC.	1145.00
5852	5/19/2010	4202	S. J. WELDING SUPPLY CO.	26.25
5853	5/19/2010	2431	SHANNON CHEMICAL CORPORATION	659.94
5854	5/19/2010	2422	SHARP GTS, GARY	920.00
5855	5/19/2010	4285	SPRINGSIDE AUTOMOTIVE INC	1696.95
5856	5/19/2010	4290	STA SEAL INC	528.22
5857	5/19/2010	4320	STAPLES	73.07
5858	5/19/2010	4333	STATE OF NEW JERSEY	972.56
5859	5/19/2010	730	STEVENSON & SON INC., C.	465.00
5860	5/19/2010	4340	STEVENSON SUPPLY CO INC	1030.80
5861	5/19/2010	4480	TRICO EQUIPMENT INC.	1233.00
5862	5/19/2010	3530	U. S. POSTAL SERVICE	7000.00
5863	5/19/2010	2730	UNIVAR USA INC.	3895.50
5864	5/19/2010	3213	USA MOBILITY WIRELESS INC.	90.70
5865	5/19/2010	3090	VERIZON	1133.86
5866	5/19/2010	3089	VERIZON ONLINE	101.45
5867	5/19/2010	3186	VERIZON WIRELESS	246.09

**WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

DATE: 18-MAY-10 A/P PAID HISTORY BY CHECK NUMBER - SUMMARY PAGE 2

-----CHECK-----		-----VENDOR-----		CHECK AMOUNT
#	DATE	#	NAME	
5868	5/19/2010	4449	VWR INTERNATIONAL LLC	153.38
5869	5/19/2010	4640	WAINWRIGHT LAWN & GARDEN	110.16
5870	5/19/2010	2260	WASTE MANAGEMENT OF N J	306.57
5871	5/19/2010	4691	WATER ENVIRONMENT FEDERATION	115.00
5872	5/19/2010	4535	WILLIAM SCOTSMAN INC.	280.00
5873	5/19/2010	4600	WOOLMAN BROTHERS NURSERY	408.95
5874	5/19/2010	4880	ZEE MEDICAL SERVICE CO.	56.91
<b>TOTALS:</b>				<b>\$492,497.67</b>

Mr. Reiter moved that the list of bills as presented be paid. Ms. Gordon seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE; and Mr. Thomas M. Scholtis, AYE.

Mr. L. Russell Trice, PE of Richard A. Alaimo, Assoc., Consulting Engineer, presented the Engineers Monthly Status Report as follows:

**MICRO TURBINE FACILITY**

The Authority awarded this contract to Municipal Maintenance Company, in the amount of \$925,100.00 at the November 2009 meeting.

The preconstruction meeting was held on January 11, 2010. The contract time for completion is 300 days; therefore the contract completion date is November 7, 2010.

The contractor continues to submit shop drawings for approval.

The contractor's lateness in submitting and obtaining approvals for shop drawings associated with major equipment is becoming a concern. A letter will be sent to the contractor regarding their lack of progress. A construction schedule will be requested, which indicates how the November 11 completion date will be met.

**WPCP PRIMARY SETTLING TANK – VALVE VAULT**

The replacement of the valves and construction of the valve vault is substantially complete. Site restoration work remains to be completed.

**DIGESTER SLUDGE TRANSFER PUMP**

We are preparing plans and specifications for bidding the replacement of the digested sludge transfer pump. The existing pump is approximately eighteen (18) years old and parts are not readily available.

**SOLAR ELECTRIC GENERATING SYSTEM- WATER TREATMENT PLANT AND WATER POLLUTION CONTROL PLANT**

The Authority awarded this contract to APS Contracting Incorporated, in the amount of \$6,641,500.00 at the November 2009 meeting.

The preconstruction meeting was held on January 11, 2010. The contract time for completion

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

is 210 days; therefore the contract completion date is August 9, 2010.

Site work should be complete at both sites next week. The installation of the solar panel support system should start immediately after site work is complete.

### **COMMERCE BANK – TOWN CENTER**

At the bank's request, a punch list inspection was performed. No outstanding items were found, therefore performance bond release will be recommended.

### **AL-NASR MOSQUE**

A letter was sent to the Mosque on October 19, 2009 indicating the outstanding items. Since no response was received, a letter was sent on March 9, 2010 to notify the Mosque that no certificate of occupancy would be issued for the third phase of work until the outstanding items are completed. In addition to the field items, the as-built drawings must be revised and resubmitted. Subsequent to our March 9 letter, we met with a representative from the mosque to review the outstanding work.

### **THE VILLAGE OF WILLINGBORO**

The punch list has been outstanding for over a year, so a reinspection was performed on February 22, 2010. Our reinspection revealed that none of the punch list items have been completed. In addition to the field items, as-built drawings must be provided. Since the project has been constructed for some time, a letter was sent on March 9, 2010 giving the applicant until June 8, 2010 to complete the punch list and provide the as-built drawings. If the work is not completed by this date, we recommend the Authority complete the punch list items and bill the applicant and we will perform the as-built work and charge the escrow. If there are insufficient funds to cover the as-built work, we will recommend the Authority call the bonds to pay for the work. No response has been received to our letter.

### **RANCOCAS FRIENDS SCHOOL**

A field inspection was performed and a punch list was forwarded to Rancocas Friends on March 26.

A meeting was held with the school's contractor to review the outstanding work.

### **GRACE BAPTIST CHURCH**

All field punch list items have been completed. As-builts were submitted, reviewed and returned for revision on August 30, 2006. Revised drawings have not been received.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

### **DUNKIN DONUTS/WALGREENS**

Dunkin Donuts has outstanding punch list work to complete. We cannot perform a reinspection since the escrow account has insufficient funds to perform any work. A letter was sent on March 10, 2010 requesting the applicant to post additional monies in their escrow account and that if no money is deposited by June 10, 2010, the Authority should proceed in calling the bonds to pay for the work. The applicant has posted additional money in the escrow account and a punch list inspection will be performed shortly.

### **TOWN CENTER NORTH AND SOUTH PHASES**

All field punch list items have been completed for the South Phase and as-built drawings have been approved. The easements are acceptable, but the applicant needs to provide legal descriptions. The applicant has not posted performance bonds for the South Phase.

The contractor has completed the North Phase. A field inspection did not identify any punch list items, however, as-built plans and easements are required.

Connection fee issues are being reviewed.

### **VCS GROUP (DOLAN)**

It has been determined that a utility easement was filed for a sanitary sewer main which was installed to service an adjacent property. However, the easement was granted to the adjacent property owner, not the Authority. VCS must revise the easement or accept ownership of the main.

### **TOWN CENTER – SEARS BUILDING**

*No change in status.* Connection fee issues are being reviewed.

### **CRESCENT SHRINE CENTER**

A field inspection was performed and a revised punch list was sent to the Shrine's attorney on April 7.

### **POPEYE'S RESTAURANT**

The punch list has been outstanding for over a year, so a reinspection was completed on February 19, 2010. The reinspection revealed that none of the punch list items have been completed. In addition to the field items, as-built drawings must be provided. Since the project has been constructed for some time, a letter was sent on March 9, 2010 giving the applicant until June 8, 2010 to complete the punch list and provide the as-built drawings. If the work is not completed by this date, we recommend the Authority complete the punch list items and bill the applicant and we will perform the as-built work and charge the escrow. If there are insufficient funds to cover the as-built work, we will recommend the Authority call the bonds to pay for the work.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

### **DOLAN WAREHOUSE, 95 STEMMERS LANE (BLOCK 203, LOT 6.04)**

A field inspection was performed and a punch list was forwarded to Dolan. A reinspection has not been requested.

### **DOLAN WAREHOUSE (BLOCK 203, LOT 7.04)**

Utility work has been substantially completed. A field inspection was performed and a punch list forwarded to Dolan for correction.

### **WILLINGBORO WALK**

*No change in status.*

Plans and permit applications have been approved for this 450 residential unit project.

Currently, one water meter is proposed for each building (eighteen to twenty-four each). In the event the units are individually sold in the future, we are requiring that the plans be revised to indicate that a meter will be installed at this time for each unit. Blanket easements will also be required for all utilities.

### **DELAWARE VALLEY BAPTIST CHURCH**

Construction is ongoing.

### **LIVING SPRINGS (ABUNDANT LIFE FELLOWSHIP CHURCH)**

An application has been submitted for the construction of: 127 one-bedroom age restricted units, twenty-four two-bedroom age restricted units, twenty-one bedroom assisted living units and 76,900 s.f. of commercial space. The majority of this proposed development is in the Delanco Sewerage Authority's sewer service area. For the WMUA to accept the wastewater, both the Delanco Sewerage Authority's and the WMUA's wastewater management plans would have to be amended. The WMUA currently accepts wastewater from the existing church, which is located in Edgewater Park and already in the Authority's service area.

Wastewater from the proposed development would flow to an existing pumping station on Lake Drive, which would have to be replaced or upgraded in order to accommodate the additional flow. We have been assisting the Authority in estimating the cost of a new pumping station and an analysis of the cost benefit of accepting the proposed development's wastewater flow.

An agreement has been reached whereby the Authority will accept wastewater from 100 senior housing units.

Mr. Trice presented the ARRA Project Cost Status Report as follows:

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Willingboro Municipal Utilities Authority  
 American Recovery and Reinvestment Act Projects  
 Project Cost Status  
 May 18, 2010

	Contract Amount	Completed Current Month	Previously Completed	Total Completed to Date	Percent Completed Current Month	Percent Completed to Date	Percent of Contract Time Utilized
Microturbine Facility (Municipal Maintenance Company) Contract Time- 300 days, Completion Date- November 7, 2010	\$925,100.00	\$0.00	\$0.00	\$0.00	0%	0%	42%
Water Pollution Control Plant Solar Electric Generating System (APS Contracting Inc.) Contract Time- 210 days, Completion Date- August 9, 2010	\$4,685,500.00	\$151,600.00	\$2,102,000.00	\$2,253,600.00	3%	48%	60%
Water Treatment Plant Solar Electric Generating System (APS Contracting Inc.) Contract Time- 210 days, Completion Date- August 9, 2010	\$1,956,000.00	\$87,000.00	\$745,000.00	\$832,000.00	4%	43%	60%

Mr. Hall moved that the Consulting Engineer's Report be received and filed. Ms. Gordon seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

In another matter, the Consulting Engineer presented Change Orders to the Solar Panel contracts for the members' consideration.

Chairman Scholtis instructed the Secretary to introduce the following resolutions:

RESOLUTION 2010 – 21  
CHANGE ORDER # 1 CONTRACTS 2010 4A  
INSTALLATION OF SOLAR PANELS AT PCP

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and did in fact receive sealed bids for the installation of solar panels at the water and wastewater treatment plants and,

WHEREAS, Contract 2010 – 4A as awarded to the low bidder, APS Contracting Inc. and,

WHEREAS, the Consulting Engineer has determined that it is in the Authority's best interest to it modify the bases supporting the solar panels and,

WHEREAS, the contractor has submitted a credit change order in the amount of \$150,000 and,

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 18th day of May, 2010 that:

1. Change Order # 1 in the amount of \$150,000 is approved.
2. The Chairman and Secretary are authorized to execute the necessary forms of contract.
3. A copy of this resolution be spread upon the minutes of this public meeting

RESOLUTION 2010 – 22  
CHANGE ORDER # 1 CONTRACTS 2010 4B  
INSTALLATION OF SOLAR PANELS AT WTP

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and did in fact receive sealed bids for the installation of solar panels at the water and wastewater treatment plants and,

WHEREAS, Contract 2010 – 4B as awarded to the low bidder, APS Contracting Inc. and,

WHEREAS, the Consulting Engineer has determined that it is in the Authority's best interest to it modify the bases supporting the solar panels and,

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

WHEREAS, the contractor has submitted a credit change order in the amount of \$75,000 and,

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 18th day of May, 2010 that:

1. Change Order # 1 in the amount of \$75,000 is approved.
  2. The Chairman and Secretary are authorized to execute the necessary forms of contract.
  3. A copy of this resolution be spread upon the minutes of this public meeting
- Mr. Reiter moved that the Change Orders be approved. Ms. Gordon seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

The Consulting Engineer distributed correspondence indicating the rebuilding the pump at Well # 6 was an emergency that required immediate action.

Chairman Scholtis instructed the Secretary to introduce the following resolution:

### **RESOLUTION 2010 – 23**

#### **EMERGENCY REPAIR OF WELL#6 BOOSTER PUMP**

WHEREAS, NJSA 40A: 11-6 authorizes the purchase of equipment or services in excess of the bid threshold in certain emergency situations, waiving the formal bid process, and

WHEREAS, the rebuilding of the booster pump at well number six is required in order to maintain adequate pressures and volumes as required by the New Jersey Department of Environmental Protection, and

WHEREAS, this pump is an integral part of the proper operation of the water system, and

WHEREAS, the said situation has been inspected by the Authority Engineer who has determined that an emergency situation has developed, necessitating the immediate repair, and

WHEREAS, C. Stevenson and Son submitted a quote of \$12,750, and

WHEREAS this contractor is a qualified contractor that is able to respond to this emergency,

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

## WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

NOW, THEREFORE, BE IT RESOLVED by the WMUA assembled in regular session this 18th day of May 2010 that:

1. The repair of well #6 booster pump be declared an emergency in accordance with NJSA 40A: -6
2. A contract be issued to C. Stevenson and Son Inc.
3. A copy of this resolution be made a part of the minutes of this public meeting.

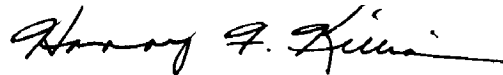
### CERTIFICATE OF AVAILABILITY F FUNDS FOR OPEN END CONTRACTS

As required by N.J.S.A. 40A: 4-57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I, HARRY F. KILLIAN, Treasurer of the Willingboro Municipal Utilities Authority, have ascertained that there are available sufficient uncommitted appropriations in the Renewal and Replacement Fund to award a contract in an amount of \$12,750 to C. Stevenson and Son Inc.

Funds or certification are therefore being made available and certified against the above Fund.

Contract Period: From May 18, 2010 until completed

Amount Certified: \$12,750.



Treasurer

The resolution was approved on a motion made by Mr. Hall that was seconded by Mr. Campbell.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

The Solicitor said that there were several matters that need to be discussed in closed session.

Chairman Scholtis instructed the Secretary to introduce the following resolution:

### RESOLUTION 2010 - 23

#### CLOSED MEETING TO DISCUSS CONTRACT NEGOTIATIONS, POSSIBLE LITIGATION AND PERSONNEL MATTERS

WHEREAS, the Members of the Willingboro Municipal Utilities Authority are desirous of discussing certain matters that may involve contract negotiations, litigation and personnel matters, and

WHEREAS, it is specifically provided in N.J.S.A. 10:4-12 (7) that the public may be excluded from attendance at such a discussion by this body.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this eighteenth day of May 2010 that:

1. The Authority convenes in closed session to discuss the matters referred to herein above.
2. All members of the public are excluded from attendance at this closed session.
3. Such matters as are discussed in this closed session may be disclosed at such times this Authority shall undertake any formal action with reference to the matters discussed, and then only to the extent that the matters discussed are pertinent and directly related to any such formal action which may be taken and the disclosure would not otherwise constitute an invasion of the privacy of any individual and would not conflict with any attorney-client privileges to the extent that confidentiality would be required in order for counsel to the Authority to exercise his ethical duties as a lawyer in the handling of any litigation on behalf of the Authority.

BE IT FURTHER RESOLVED that this resolution is made a part of the minutes of this public meeting.

Mr. Hall moved that the resolution be adopted. Ms. Gordon seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mr. William S. Hall, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

At the conclusion of the closed session, Mr. Campbell moved that the Authority reconvene in public session. Ms. Gordon seconded the motion.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mrs. Selia McFadden, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

Chairman Scholtis instructed the Secretary to introduce the following resolution:

### **RESOLUTION 2010 –25**

#### **AMENDING RESOLUTION 2006-43**

WHEREAS, Chapter 189, P.L. 2001 provided that a municipal authority created by a municipality pursuant to P.L. 1957, C. 183 (C.40:14B-1 et seq.) which participates in the State Health Benefits Program, established pursuant to P.L. 1961, c.49 (C.52:14-17.25 et seq.) may allow an employee who is eligible for coverage as a dependent of the employee's spouse under that program or under another health benefits plan offered by the spouse's employer whether a public or private employer, to waive coverage under the State Health Benefits Program to which the employee is entitled by virtue of employment with the municipal authority, and

## WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

WHEREAS, Chapter 3, P.L. 2003 eliminated the requirement that the employee be covered as a dependent on their spouse's health insurance coverage, and

WHEREAS, in consideration of filing of such a waiver, a municipal authority could pay to the employee annually an amount, to be established in the sole discretion of the municipal authority, which shall not exceed 50% of the amount saved by the municipal authority because of the employee's waiver of coverage, and

WHEREAS, the Willingboro Municipal Utilities Authority adopted Resolution 2006-43 enacting this policy, and

WHEREAS, Chapter 2, P. L. 2010 amends Section 7 of P. L. 1961, c. 49 (C.52:14-17.31 by the addition of the following: *Multiple coverage in the program as an employee, dependent, or retiree shall be prohibited and the prohibition shall be implemented in accordance with the rules and regulations promulgated by the commission. The provisions of this paragraph shall be applicable to the State Health Benefits Program and to the School Employees' Health Benefits Program to the extent not inconsistent with provisions of Sections 31 through 41 of P. L. 2007, c.103 (C52:14-17.46.1 et seq. and*

WHEREAS. The Willingboro Municipal Utilities Authority has been advised by the Certifying Officer of the New Jersey Division of Pensions that "*an eligible individual may only enroll in the SHBP/SEHBP as an employee, retiree, or dependent. Multiple coverage under the SHAP and/or SEHBP is prohibited, and*

WHEREAS, Local Finance Notice 2010-12 issued by the New Jersey Department of Community Affairs, Division of Local Government Services states that: "*Employees who have multiple SHBP coverage (See Section C) will be asked to choose one coverage and terminate all other SHBP coverage. Therefore only employees with non-SHBP coverage will be eligible for the waiver incentive*".

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this eighteenth day of May, 2010 that:

1. The policy established wherein employees may waive health insurance coverage is hereby amended to be in compliance with the provisions of Chapter 2, P. L. 2010.2
2. Waiver reimbursement is hereby prohibited for those employees who may be covered as a spouse, retiree or dependent in a SHBP and/or SEHBP only.
3. The effective date of this prohibition is May 21, 2010.
4. A copy of this resolution be spread upon the minutes of this meeting.

## **WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

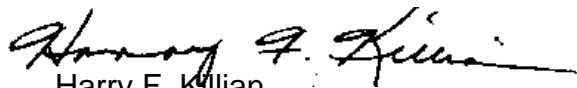
The resolution was adopted on a motion made by Mr. Hall that was seconded by Mr. Campbell.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mrs. Selia McFadden, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

The There being no other business to transact, the meeting was adjourned at 5:25 PM on a motion made by Mr. Campbell that was seconded by Mr. Reiter.

Vote: Mr. Eddie Campbell, Jr., AYE; Ms. Ayisha Gordon, AYE; Mrs. Selia McFadden, AYE; Mr. Dennis W. Reiter, AYE, and Mr. Thomas M. Scholtis, AYE.

Respectfully submitted,



Harry F. Killian  
Secretary