

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

May 17, 2017

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, May 17, 2017 at the Willingboro Municipal Utilities Authority. Vice 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 (Absent), Cmmr. T. Wayne Scott (Present), Cmmr. Clayton Sills (Present), Cmmr. Carl Turner (Absent) 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, Diallyo Diggs, Finance Clerk

Motion to Approve March 30, 2017 Special Meeting Minutes

Moved: Cmmr. Evans

Seconded: Cmmr. Scott

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

Motion to Approve April 19, 2017 Regular Meeting Minutes

Moved: Cmmr. Scott

Seconded: Cmmr. Evans

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

*Cmmr. Turner arrived

Comments from the Public

M. Nock: Stated that he was invited to an event in Philadelphia which Comcast has created this new division called Machine Q. They are investigating a brain technology that allows the black box to affix to any kind of machinery such as the water meter, refrigerator, and the pool. Also will allow you to monitor this daily. Based on what I have heard it can save the WMUA thousands of dollars as you will now be able to talk to your water meters.

Cmmr. Sills: Responded stating that they were here for the water and referenced us to smart city and that is when the communication stopped.

Treasurers Report

Moved: Cmmr. Scott

Seconded: Cmmr. Evans

Discussion

Cmmr. Evans: Asked did we come up with a policy for the water tampering

Y. Melville: No

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

Resolution 2017-5-17-1 Authorizing the Executive Director to Execute a Service Contract with the FLETT Exchange for Professional Services Relating to the Sale of SRECS

Moved: Cmmr. Scott

Seconded: Cmmr. Sills

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

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2017-5-17-1

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A SERVICE CONTRACT WITH THE FLETT EXCHANGE FOR PROFESSIONAL SERVICES RELATING TO THE SALE OF SRECS

Whereas the Willingboro Municipal Utilities Authority (WMUA) desires to sell its current SRECS and requires the services of a Professional relating to aforementioned sale; and

WHEREAS, the WMUA advertised Request for Qualifications for Professional Services for the sale of its SRECS; and

WHEREAS the senior staff of the WMUA has reviewed the submitted proposals and recommends The Flett Exchange to provide the aforementioned services;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director of the WMUA is hereby authorized to execute the attached agreement with The Flett Exchange for the sale of the current SRECS as described in the attached agreement.

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

Clayton Sills, Chairman

CERTIFICATION BY SERETARY

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 meeting held on May 17, 2017.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 17th day of March 2017.

Andrew Weber, Secretary

*Cmmr. Green arrived

Operations and Maintenance Report

Moved: Cmmr. Sills

Seconded: Cmmr. Evans

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

Motion to Approve May 1, 2017 Special Meeting Minutes

Moved: Cmmr. Sills

Seconded: Cmmr. Green

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

Consulting Engineers Report

Moved: Cmmr. Scott

Seconded: Cmmr. Evans

Discussion

R. Trice: Stated that Well 9 is moving along well.

Cmmr. Turner: Asked is this the Well with the new Generator coming

R. Trice: Responded yes, and that the generator is already on site but not installed.

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

Resolution 2017-5-17-2 Change Order No. 2 to Contract 2016-4 Well No. 11 Redevelopment and Pump Repair

Moved: Cmmr. Scott

Seconded: Cmmr. Evans

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

**RESOLUTION 2017-5-17-2
CHANGE ORDER NO. 2 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, it was determined by the Consulting Engineer during the redevelopment phase of the project that the well required additional redevelopment, and

WHEREAS, the Consulting Engineer in consultation with the Contractor determined that an additional four (4) days of redevelopment was needed to effectively clean the well, and

WHEREAS, the Contractor's bid included a unit price of \$1,800.00 per day for redevelopment, which results in an increase in the amount of \$7,200.00 (4 days @ \$1,800.00/day), and

WHEREAS, the Owner requested that the well be televised an additional time at a cost of \$850.00, and

WHEREAS, the Consulting Engineer has reviewed the above pricing and finds that it is reasonable and in accordance with the terms of the Contract and is recommending approval of Contract Change Order No. 2.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 17th day of May 2017 that:

1. Contract Change Order No. 2 in the amount of \$8,050.00 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, 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 May 17, 2017.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 15th day of February 2017.

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 have ascertained that there are now available sufficient funds to pay for Contract Change Order No. 2 in the amount of \$8,050.00. 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

Resolution 2017-5-17-3 Authorizing Advertisement for Lab Testing and Analysis Services

Moved: Cmmr. Scott

Seconded: Cmmr. Evans

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

Resolution 2017-5-17-3
AUTHORIZING ADVERTISEMENTFOR LAB TESTING AND ANALYSIS SERVICES

WHEREAS, there is a need by the Willingboro Municipal Utilities Authority (“WMUA”) to have certain laboratory testing services performed by outside vendors duly licensed and qualified to perform a variety of analytical tests related to a public water and wastewater system. Services may include sampling at Willingboro MUA locations or the pickup of samples collected by Willingboro personnel. Testing includes, but is not limited to the following:

WASTEWATER TESTING		SLUDGE TESTING	
WASTEWATER	OIL & GREASE VIA 1664	SLUDGE	NJ SQAR TABLE 1
WASTEWATER	TOTAL PHOSPHORUS	SLUDGE	NJ SQAR TABLE 2-6
WASTEWATER	ACUTE BIOASSAY - PIMEPHALES		
WASTEWATER	CHRONIC BIOASSAY-CERIODAPHNIA		
WASTEWATER	NITRATES		DRINKING WATER TESTING
WASTEWATER	VOC'S W/ AC/AC VIA 624	WATER	THM'S
WASTEWATER	AEBN DSW VIA 625	WATER	HAA'S
WASTEWATER	PEST/PCB'S DSW VIA 608	WATER	IRON
WASTEWATER	DIOXIN SCREEN VIA 625	WATER	MANGANESE
WASTEWATER	TOTAL CYANIDE	WATER	LEAD
WASTEWATER	15 METALS (SEE LIST IN COMMENTS)	WATER	COPPER
WASTEWATER	MERCURY	WATER	PRIMARY INORGANICS
WASTEWATER	E.COLI (MISCELLANOUS TESTING ON EFF A NEED BE BASIS	WATER	SECONDARY INORGANICS
WASTEWATER	PCB CONGENERS VIA 1668A	WATER	VOC'S VIA 524.2
WASTEWATER	PCB CONGENER FIELD BLANKS	WATER	NITRATES
WASTEWATER	CONGENER SAMPLING FEE (DRY WEATHER)	WATER	ASBESTOS (2021)
WASTEWATER	CONGENER SHIPPING CHARGE	WATER	RADIUM 226 (WELL 5A)
WASTEWATER	TSS (MISCELLANEOUS TESTING ON INF/EFF A NEED BE BASIS)	WATER	RADIUM 228 (WELL 5A)
WASTEWATER	BOD	WATER	URANIUM (WELL 5A)
		WATER	GROSS ALPHA (WELL 5A)
		WATER	CHLORIDE

WASTEWATER AMMONIA NITROGEN

WASTEWATER BIS(2-ETHYLHEXYL)PHTHALATE VIA EPA 625

WATER SULFATE

WATER CONDUCTIVITY

WATER LANGELIER SI

WHEREAS, Eurofins QC, Inc. has been providing the aforementioned services under a contract which is to expire on or about May 31, 2017;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the MUA that the Executive Director has hereby authorized to advertise for laboratory testing services to be performed by an outside vendor(s).

Carl Turner, Chairman

CERTIFICATION BY 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 May 17, 2017.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 15th day of February 2017.

Andrew Weber, Assistant Secretary

Motion to Accept the Payment of Bills

Moved: Cmmr. Evans

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes except 7176, Cmmr Sills Yes, Cmmr. Evans Yes, Cmmr. Turner Yes, Cmmr. Green Yes

Motion to Enter Executive Session

Moved: Cmmr. Evans

Seconded: Cmmr. Sills

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

Motion to Exit Executive Session

Moved: Cmmr. Sills

Seconded: Cmmr. Evans

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

Comments from Authority members and Public

Cmmr. Turner: Requested the following for next meeting:

1. SREC finance committee input into balance fund
2. Latch antennas with the lease
3. Cmmr. Scott and Diallyo Diggs look into payments made directly to the WMUA
4. Cmmr. Evans, Cmmr. Sills, and Manny Stuppard come up with a policy to address water tampering issue
5. Cmmr. Scott, Cmmr. Evans, Manny Stuppard – Well 10 O&M Finance
6. Manny Stuppard and Russell Trice – Generator Guidewire

Motion to Adjourn

Moved: Cmmr. Scott

Seconded: Cmmr. Sills

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