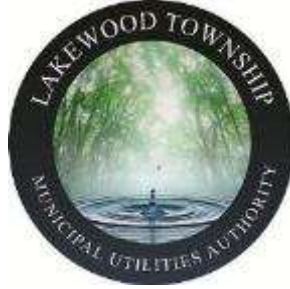


# LAKWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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## THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### Regular Meeting Minutes

July 18, 2012

- I. Senator Singer opened the meeting at 2:04 P.M. in the Conference Room of the Lakewood Township Municipal Utilities Authority, 390 New Hampshire Avenue, Lakewood, New Jersey.
- II. It was announced that in accordance with Chapter 231, Public Law, adequate notice of this meeting was given and that a notice of this scheduled meeting was filed with the Township Clerk and posted in the Municipal Building in a place accessible to the public and by means of public notices in the Asbury Park Press on June 28, 2012 and the Tri Town News on July 5, 2012.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**

On the roll call the following Commissioners were present: Mr. Coles, Mr. Waxman and Senator Singer. The following professionals were present: Mr. Norman Smith, Esq. and Mr. Gerwin Bauer, Jr., Auditor. Mr. Justin Flancbaum, Executive Director, Mr. Paul Morrill, Engineer and Mrs. Nancy Lapa, Secretary were in attendance.
- V. **Minutes**

A motion to approve the minutes of the Water Connection Fee Hearing held June 5, 2012, was made by Mr. Waxman and seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Motion carried.**

A motion to approve the minutes of the Sewer Connection Fee Hearing held June 5, 2012, was made by Mr. Coles and seconded by Mr. Waxman. On a **voice vote**, all members present voted, "**Aye**". **Motion carried.**

A motion to approve the minutes of the Regular Meeting on June 5, 2012, was made by Mr. Coles and seconded by Mr. Waxman. On a **voice vote**, all members present voted, "**Aye**". **Motion carried.**

Mr. S. Flancbaum arrived at 2:05 P.M. Mr. S. Flancbaum was seated as an alternate.
- VI. **Accountant's Report**

Mr. Bauer handed out a semi-annual report dated May 31, 2012. The operating cash is holding a little over \$14,000,000. The report is showing approximately \$700,000 excess revenue over expenses. So far the Authority has been doing well financially this year.

Mr. Waxman asked if there are any shortages. Mr. Flancbaum responded that with the new plant, everything is good. Mr. Bauer said he started working on the budget for the new year. Senator Singer told Mr. Flancbaum to look over the capital projects.

## **VII. Engineer's Report**

### **1. Meter Replacement Phase 2**

- Resolution Awarding Change Order #1

The Change Order is in the amount of \$519,933.66. This is for removal and closing of any electrical lines that were connected to the old meters in the Villages. Mr. Smith said that this is being awarded as an emergency provision. This is a serious danger to the safety of the residents living there. Mrs. Lapa read **Resolution # 12-71 Authorizing Change Order #1 and Extend Contract Meter Replacement Phase II**. Motion was made by Mr. Coles, seconded by Mr. Waxman. On **roll call**, all members present voted, "**Yes**". **Adopted**.

### **2. Repair and Replacement of Sanitary Sewer on Redondo Lane**

- Resolution Awarding Change Order #2

This Change Order is a credit of approximately \$61,600. This is a little misleading because it really is a Change Order for \$154,000 in extras, but the Authority is cancelling this project which was for \$240,000. Senator Singer explained that the water intrusion was so vast that the pipes were not able to be installed. The Authority had to continue working till a point where the project can be stopped safely. Mr. Morrill said it was felt that the best way to go was to stop this contract and prepare new specifications. Then have the project rebid so that the contractors understand the work that needs to get done. Mrs. Lapa read **Resolution # 12-72 Authorizing Change Order #2 Redondo Lane Sanitary Sewer Improvements**. Motion was made by Mr. Coles, seconded by Mr. S. Flancbaum. On **roll call**, all members present voted, "**Yes**". **Adopted**.

### **3. New Hampshire Avenue Treatment Plant**

- Resolution Awarding Change Order #6

The Change Order is for \$20,245. There is \$2,400 in credits and approximately \$23,000 in additions. This Change Order is for six separate items which are listed on page ten in the packet. Piping changes, small pump changes, a pump on the day tank for the fuel line, roof drains and other miscellaneous items. Mrs. Lapa read **Resolution # 12-73 Authorizing Change Order #6 Expansion and Upgrades to New Hampshire Avenue Water Treatment Plant**. Motion was made by Mr. Coles, seconded by Mr. Waxman. On **roll call**, all members present voted, "**Yes**". **Adopted**. Mr. Morrill wanted to bring to the attention of the commissioners that at next month's meeting he will bring up that the Authority will not be installing the Photovoltaic System, solar panels. Mr. Morrill handed out a letter from the engineer, Hatch Mott MacDonald, about the Photovoltaic System re-evaluation. This will give a credit of over \$250,000 for the project. Mr. Flancbaum said that the market basically crashed and it will not benefit the Authority at this time. Mr. Morrill said at this point in time it would take seventy years to make the money back.

### **4. Leisure Village East Lift Station Repairs – Project Status**

In the packet on page thirteen is the notice to bidders which was published in the newspapers. Bids are being accepted on August 3, 2012 for repairs to the lift station. This project has been going on for two years. The project was delayed because the Authority wanted to have it done with the next item on the agenda, the Brick Township MUA Interconnection.

**5. Brick Township Municipal Utilities Authority Interconnections – Project Status**

The notice to bidders was published in the newspapers and the bids will also be accepted August 3, 2012. The reason it was wrapped together was because the service for the pumps for the interconnections needed electricity. In order to provide the electricity the Lift Station had to be modified.

Mrs. Fish arrived at 2:14 P.M.

**6. Cedar Bridge Raw Water Mains – Project Status**

The water mains and conduits for the fiber optic lines are in place. The Authority is holding off on the fiber optic lines because the Township is doing work on Pine Street. The Authority will wait till their work is done to prevent damage to the fiber optic lines.

**7. Chestnut Street Development – Project Status**

In the packet is a review letter. The Authority is waiting for them to address some of the technical items on the plans. The developer asked to be put on the agenda for final approval but there are too many items outstanding that prevents the Authority from considering them for final approval. Mr. Morrill said he wanted to bring to the attention of the commissioners that their permit will expire August 1, 2012. The developer said that it will be extended. The Permit Extension Act will be signed by the Governor. Senator Singer said the bill was passed and it is sitting on the Governor's desk.

**VIII. Attorney's Report**

**Redondo Lane Sanitary Sewer** - Mr. Smith has a resolution to officially terminate the Redondo Lane Sanitary Sewer Improvements Contract. Mrs. Lapa read **Resolution # 12-74 Terminating Contract Redondo Lane Sanitary Sewer Improvements**. Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted**.

**Brick Township MUA Interconnection** - Mr. Smith said the Brick Township MUA sent a basic form contract for the interconnection. Mr. Smith, together with Mr. Flancbaum and Mr. Morrill, worked on some revisions. Mr. Smith spoke with Mr. Jerry D'Asti last week and he said he accepts the revisions. Mr. Flancbaum will set up a meeting with Brick MUA.

**Cell Lease Easement Purchase** - Yesterday the closing for the cell towers was supposed to take place. The purchaser supplied, for a second time, a packet of standardized documents for the closing. These documents were not submitted in advance for review. It required certifications that Mr. Smith needs time to research them. The purchaser wanted the Authority to give them the signed easements at the closing and then they would wire the money to the Authority in a few days. Mr. Flancbaum said we cannot work in that manner. Senator Singer said too much time is being spent on this. If this purchase cannot be settled soon, the Authority should walk away from this deal. Mr. Waxman said it sounds like they are flipping it. Mr. Smith said they are. Mr. Flancbaum said that he set up a tentative date for the closing next Tuesday, July 24, 2012. He told them the money needs to be wired into the Authority's account before the closing in order for the closing to take place.

**IX. Executive Director's Report**

- 1. Resolution to Award Contract to Van Cleef Engineering Associates - Phase II and Phase III for work being performed for the elimination of the Woodlake Lift Station**  
Mr. Flancbaum said that Phase I was for \$5,600. The total for Phase II and Phase III is \$19,000. Phase I included the development of several conceptual sewer alignments. Five different alignments were presented for review. It was narrowed down to two options. Phase II and Phase III will include discussions with impacted dischargers, easement acquisitions, required permitting, and overall cost estimates. Cost for these two phases is not to exceed \$19,000. Mrs. Lapa read **Resolution # 12-75 Awarding Professional Services Contract Without Public Bidding Pursuant to N.J.S.A. 40A:11-4.1, et seq.** Motion was made by Mr. Coles, seconded by Mrs. Fish. On **roll call**, Mr. S. Flancbaum, Mr. Coles, Mr. Waxman and Mrs. Fish voted, "**Yes**". Senator Singer abstained. **Adopted.**
- 2. Resolution to Award a Change Order to Birdsall Services Group - Construction Management Services in conjunction with the rehabilitation of Well Nos. 9, 10, and 16**  
Birdsall Services is asking for an increase in the observation budget. The initial construction observation budget was \$15,300 based on a four week construction period and assumed eighty hours of construction observation. The actual construction time was ten weeks. The reason it took longer was due to more intensive rehab efforts which were necessary at Well No. 9. Instead of performing maintenance on the line shafting, pump bowls, and pump impellers, it was decided to replace these items due to deterioration cause by iron build up. Mr. Flancbaum was in correspondence with Birdsall several times. Appropriate backup information was submitted. Additional amount requested is \$6,573.75. Mrs. Lapa read **Resolution # 12-76 Authorizing Change Order No. 1 and Extend Contract Redevelopment of Well Nos. 9, 10 and 16.** Motion was made by Mr. Coles, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**
- 3. Appraisal results for the acquisition of a permanent easement and a temporary construction easement from Calvary Lighthouse - installation of a sewer line eliminating the County Line Manor Lift Station**  
Appraisal results were received for Calvary Lighthouse property for installation of a sewer line which eliminates the County Line Manor Pump Station. The appraisal is for a permanent easement and a temporary construction easement. According to the appraisal the total for both easements is \$99,600. This amount does not include if work will be needed to be done to restore their basin. It does include restoration of lawn and trees. Mr. Flancbaum asked the commissioners for permission to contact Calvary Lighthouse to get this project going. Mr. Smith said the appraisal was done by Mr. Tony Graziano of Integra. Mr. Flancbaum was given permission to get this project going.
- 4. Cell Lease Easement Purchase - Closing Status**  
This was discussed in the Attorney's report.
- 5. Well No. 5 Relocation Status**  
The Authority received Township Planning Board approval for a minor subdivision on July 10, 2012. Applications should be ready for submittal to the DEP by the end of this week. The review period by the DEP should be around four to six weeks. The Authority should have a bid specification ready for next month's

Board Meeting at which time we can seek authorization to bid for the re-drill of Well No. 5.

Senator Singer said he has not heard anything more about the Hatch Mott MacDonald issue. Mr. Flancbaum said he has not heard anything and the ball is in their court.

Senator Singer asked for an update on the New Hampshire Avenue Treatment Plant. Mr. Flancbaum said that water is being distributed through the system and he is satisfied with the results. The vehicle storage building, Well No. 7 building and Well No. 17 building should have doors and be fully secured by the end of next week. Mr. Flancbaum said he does not want to move into the vehicle storage building until it is secure. Senator Singer said he wanted to make sure that the construction will be done before the winter. Mr. Flancbaum said it will be. Senator Singer also wanted to mention that the landscaping should look nice but it should be kept simple. It should have grass and bushes. Senator Singer wanted to know, with the contractors, if there are any major additional costs that need to be brought to their attention. Mr. Morrill said no.

Mr. Flancbaum said he wanted to bring another item to the attention of the commissioners. The new digital meter presented a problem with not being able to be used in Orthodox Jewish homes because of a problem with it on Sabbath. A prototype was developed with Sensus. Rabbi Gissinger came to the Authority this morning and he has given his stamp of approval on this prototype. A lid was added and the digital display does not go on unless you flip the lid. When the lid is opened there is a one second delay and then the read stays on for only thirty seconds. Rabbi Gissinger said he will give his approval in writing.

Senator Singer asked if the restoration project by the State on New Hampshire Avenue is finished. Mr. Morrill said no, it has not been started. Mr. Morrill got the State to allow them to wait until the fall to put in the trees. There is no reason to put them in now.

Mr. Flancbaum announced that the new vision benefits plan allows dependents up to age 26 to be on the plan.

**X. Instrumentation/IT Department Report**

No report this month.

**XI. Commissioners' Report**

Senator Singer wanted Mr. Flancbaum to be on top of the situation in the IT Department. Once the Authority is in full operation a third person will be needed. It is very important. Everything will be running strictly by computer and we need the staff for it. If one person is out sick, that leaves one person by themselves to run the whole operation. Mr. Coles said that if the Authority feels they do not have enough work for a new person, the Township would be willing to work out an agreement to use some of the hours there.

**XII. MEETING OPEN TO THE PUBLIC**

There was no response from the public.

**XIII. MEETING CLOSED TO THE PUBLIC**

**XIV. MOTION TO APPROVE THE OPERATING VOUCHERS**

A **motion** was made by Mr. Coles and seconded by Mr. S. Flancbaum to approve the amended Operating Vouchers in the amended amount of \$974,119.06. On a **roll call**, all members present voted, "**Yes**". **Motion passed.**

**XV. CLOSED SESSION**

**XVI. OPEN SESSION**

**XVII. ADJOURNMENT**

A **motion** was made by Mr. Waxman, seconded by Mr. Coles to adjourn meeting. On a **voice vote**, all members present voted, "**Aye**". The meeting was adjourned at 2:30 P.M.

Respectfully submitted,

Nancy Lapa,  
Secretary, LTMUA