

TO: MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY  
FROM: ROBERT G. MAYBURY, EXECUTIVE  
DATE: DIRECTOR AUGUST 20, 2015  
SUBJECT: REGULAR MEETING

\*\*\*\*\*

There will be a REGULAR MEETING of the Mount Holly Municipal Utilities Authority held on Thursday, August 20, 2015 at 6:00 PM in the Administrative Office of the Mount Holly Municipal Utilities Authority, 37 Washington Street, Mount Holly, New Jersey. The agenda for this meeting is as follows:

A. ROLL CALL

Mr. Thiessen\_\_\_\_, Mr. Jones\_\_\_\_, Mr. Silcox\_\_\_\_, Mr. Brown\_\_\_\_, Mr. Banks\_\_\_\_

B. VERIFICATION OF NOTICE



C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENTS ON AGENDA ACTION ITEMS ONLY

E. APPROVAL OF MINUTES

Regular Meeting

July 09, 2015

Executive Session

July 09, 2015

MOTION MADE BY \_\_\_\_\_, SECONDED BY\_\_\_\_\_.

F. OLD BUSINESS:

NONE

G. NEW BUSINESS:

- ✓ ON JULY 23<sup>RD</sup>, 2015 A BID OPENING WAS HELD FOR CONTRACT 2015-12; LUMBERTON FORCE MAIN INSERTION VALVE. WE RECEIVED ONE BID FROM DERSTINE COMPANY LLC. THE MUA IS WAITING ON RECOMMENDATION FROM ALAIMO.
- ✓ ON AUGUST 5<sup>th</sup>, 2015 A BID OPENING WAS HELD FOR CONTRACT 2015-11; THE SUPPLY OF FOUR (4) NEW DeZURIK 6" (150mm) PEC ECCENTRIC PLUG VALVES WITH RECTANGULAR PORTS AND FOUR (4) EMERSON M2CP ELECTRIC QUARTER-TURN VALVE ACTUATORS MODEL Q2G2-3 OR EQUIVALENT, WE RECEIVED ONE BID FROM NORTHEAST TECHNICAL SALES. THE BID WAS REJECTED FOR FAILURE TO SUBMIT SUPPORTING DOCUMENTS.

**RESOLUTION 2015-72** A RESOLUTION APPROVING S-3 APPLICATION FOR SEWERAGE SERVICE BETWEEN THE MHMUA AND MOUT HOLLY TOWNSHIP FOR WEST RANCOCAS REDEVELOPMENT OF MOUNT HOLLY Block 12.03 Lot 3-14, Block 12.04 Lots 40-45, Block 12.05, Lots 27

H. CONSENT AGENDA:

“All items listed with an asterisk (\*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence.”

**\*RESOLUTION 2015-73** A RESOLUTION APPROVING THE OPERATING EXPENSES FOR THE MONTH OF JULY 2015

**\*RESOLUTION 2015-73A** A RESOLUTION APPROVING THE SEWER REFUNDS FOR THE MONTH OF JULY 2015

**\*RESOLUTION 2015-74** A RESOLUTION APPROVING THE ESCROW EXPENSES FOR THE MONTH OF JULY 2015

**\*RESOLUTION 2015-75** A RESOLUTION APPROVING THE EXPENDITURES FOR THE MONTH OF JULY 2015 FROM THE IMPROVEMENT AND REPLACEMENT FUND

MOTION MADE BY \_\_\_\_\_, SECONDED BY\_\_\_\_\_.

- I. COMMUNICATIONS:
- J. MATTERS TO BE PRESENTED BY THE PUBLIC
- K. REPORT OF THE EXECUTIVE DIRECTOR
- L. REPORT OF THE ENGINEER
- M. REPORT OF THE DEPUTY DIRECTOR FOR PLANT OPERATIONS
- N. REPORT OF THE DEPUTY DIRECTOR FOR REGULATORY AFFAIRS
- O. REPORT OF THE SOLICITOR
- P. REPORT OF THE DEPUTY DIRECTOR OF FINANCE AND ADMINISTRATION/TREASURER
- Q. OTHER NEW BUSINESS
- R. MATTERS TO BE PRESENTED BY THE COMMISSIONERS
- S. EXECUTIVE SESSION yes\_\_\_\_ no\_\_\_\_ @ \_\_:\_\_\_\_ P.M.  
MOTION MADE BY \_\_\_\_\_, SECONDED BY\_\_\_\_\_.
- T. ADJOURNMENT by \_\_\_\_\_@ \_\_:\_\_\_\_ P.M.  
MOTION MADE BY \_\_\_\_\_, SECONDED BY\_\_\_\_\_.

**\*\*Indicates addendum to original agenda**

## **OPEN PUBLIC MEETINGS ACT STATEMENT**

### **REGULAR MEETING**

“In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Courier Times on July 30, 2015, and the Courier-Post on July 31, 2015. On Tuesday, August 4, 2015 advanced written notice of this meeting was (1) posted on the Administrative Bulletin Board at the Township Building and (2) advanced written notice of this meeting was mailed to all persons who, according to the records of the MUA, requested such notice.”

### **MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE**

Any contracts awarded tonight, and between now and the next meeting, the contractor, company or firm must comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127) N.J.A.C. 17:27.

## NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by the Mount Holly Municipal Utilities Authority, for the Lumberton Force Main Insertion Valve, Contract No. 2015-12, and will be opened and read in public at the Authority Office, 37 Washington Street, Mount Holly, New Jersey 08060 on Thursday, July 23, 2015 at 11:00 A.M., prevailing time.

The work includes the furnishing of all labor, material and equipment necessary or required to complete all work set forth in these Specifications and shown on the Plans. The estimated item quantities are summarized as follows:

| <u>ITEM</u>   | <u>APPROXIMATE ESTIMATED<br/>QUANTITIES</u> |
|---|---|
| 1. Clearing Site  | LS  |
| 2. Test Pits  | LS  |
| 3. 10" Insertion Valve and 16" Insertion Valve on Active<br>D.I.P. Sanitary Force Mains | LS  |
| 4. Cleaning and Restorations  | LS  |

Plans, Specifications and forms of bid for the proposed work prepared by Richard A. Alaimo Associates, Authority Engineer, have been filed in the office of said ENGINEER, at 200 High Street, Mount Holly, New Jersey, and may be inspected by prospective bidders during the regular business hours. Bidders will be furnished with a copy of the Specifications, Plans and Proposal by the ENGINEER at the cost of preparation thereof, \$30.00, nonrefundable; plus \$10.00 postage and handling if mailed. Checks shall be made payable to RICHARD A. ALAIMO ASSOCIATES.

Bids must be made on the standard Proposal form in the manner designated therein and must be enclosed in a sealed envelope bearing the name and address of the bidder and the name of the project on the outside, addressed to the Mount Holly Municipal Utilities Authority at 37 Washington Street, PO Box 486, Mt. Holly, N.J. 08060, and must be accompanied by Certified Check, Bid Bond or Cashier's Check drawn to the order of the Mount Holly Municipal Utilities Authority for ten percent (10%) of the total amount bid, provided said security need not be more than \$20,000.00. All bid guarantees shall be accompanied by an executed consent from an approved surety company, licensed to conduct business in the State of New Jersey, agreeing to furnish the required Performance and Maintenance Bond upon the award of contract.

The signed Proposal forms and bid security must be delivered to the place and on or before the hour named above. The accepted bidder must sign the contract within ten (10) days after the Notice of Award or forfeit his bid security. Bid securities will be returned to all but the three apparent lowest responsible bidders. All other bid securities will be returned within three days

NOTICE TO BIDDERS (Continued)

after awarding and signing of the contract and approval of the Contractor's Performance Bond, Saturdays, Sundays, and Holidays excepted.

This contract is subject to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1, et. seq.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27, Affirmative Action Regulations.

Sealed bids for this project are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq.

The right is reserved to reject any or all Proposals, in whole or in part, or to make awards to such bidder or bidders who, in the judgment of the Mount Holly Municipal Utilities Authority is the lowest responsible bidder and to waive such informalities as may be permitted by law.

BY ORDER OF THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

Robert Maybury  
Executive Director

# AFFIDAVIT OF PUBLICATION

Publisher's Fee \$63.90 Affidavit \$30.00

State of New Jersey } SS.  
Camden County

Personally appeared

Maria D. Martinez

Of the **Courier-Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

07/10/15 A.D 2015

Olga Velez

Maria D. Martinez  
Sworn and subscribed before me, this 10 day of July,  
2015

Ad Number: 0000575510

OLGA VELEZ  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires 12/1/2015

## NOTICE TO PROPOSERS

Notice is hereby given that sealed proposals will be received by the Mount Holly Municipal Utilities Authority ("AUTHORITY") at its offices at 29-37 Washington Street, P. O. Box 486, Mount Holly, New Jersey 08060 on:

Wednesday, August 5, 2015 at 11:00 a.m., prevailing time

for the following goods or services:

SUPPLY FOUR (4) NEW DeZURIK 6" (150mm) PEC ECCENTRIC PLUG VALVES WITH RECTANGULAR PORTS AND FOUR (4) EMERSON M2CP ELECTRIC QUARTER-TURN VALVE ACTUATORS MODEL Q2G2-3 OR EQUIVALENT

The proposal must be received at the Authority's administration building, 29-37 Washington Street, P.O. Box 486, Mount Holly, New Jersey 08060 on or before Wednesday, August 5, 2015 at 11:00 a.m. The signed proposal must be submitted in the format required by the Authority. No late submissions will be accepted.

The Authority assumes no responsibilities for proposals mailed or misdirected in delivery. The Authority reserves the right to reject any and all proposals, in whole or in part, and to waive any immaterial defect or informality in any proposals as may be permitted by law.

A total of three (3) paper copies, one (1) original and two (2) copies of the proposal and one disc containing the proposal must be submitted for the proposer's response to be deemed complete. All properly submitted sealed proposals will be publicly opened, announced and recorded on 5th day of August, 2015 at 11:00 a.m. in the Authority's administration building.

Proposals must be made in the standard form required and in the manner designated in the document and must be enclosed in a sealed envelope bearing the name and address of the proposer and must be clearly labeled SUPPLY FOUR (4) NEW DeZURIK 6" (150mm) PEC ECCENTRIC PLUG VALVES WITH RECTANGULAR PORTS AND FOUR (4) EMERSON M2CP ELECTRIC QUARTER-TURN VALVE ACTUATORS MODEL Q2G2-3 OR EQUIVALENT - Contract #2015-11 on the outside, addressed to the Deputy Director for Regulatory Affairs, The Mount Holly Municipal Utilities Authority, 29-37 Washington Street, P. O. Box 486, Mount Holly, New Jersey 08060.

This request for proposals will be awarded under the "Fair and Open" process pursuant to New Jersey Local Unit "Pay to Play" Law, P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq. In addition, all proposers shall comply with P.L.1977, c.33 requiring submission of a statement of corporate ownership; N.J.S.A. 52:32-44 requiring submission of a New Jersey Business Registration Certificate and the collection of use taxes; and with the provisions of P.L.1975, c.127 and N.J.A.C. 17:27 concerning equal employment opportunity and affirmative action and the submission of proof of compliance therewith.

A complete description of the goods and services to be provided under this Proposal is contained in this document. Any interested proposer may obtain a complete copy of the document during regular office hours (8:30 a.m. to 4:30 p.m., Monday through Friday) from the office of the Mount Holly Municipal Utilities Authority, 29-37 Washington Street, P.O. Box 486, Mount Holly, New Jersey, 08060. A copy of the document may also be obtained by going to the Authority's website; [mhmua.com](http://mhmua.com) and clicking on the FOR THE PUBLIC icon at the top of the Home Page and then select PUBLIC NOTICES in the drop down.

Robert Maybury Jr.  
Executive Director  
(\$63.90)



State of New Jersey  
County of Burlington

} SS.

NOTICE TO PROPOSERS  
MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

Notice is hereby given that sealed proposals will be received by the Mount Holly Municipal Utilities Authority ("AUTHORITY") at its offices at 29-37 Washington Street, P. O. Box 486, Mount Holly, New Jersey 08060 on:

Wednesday, August 5, 2015 at  
11:00 a.m., prevailing time

for the following goods or services:

SUPPLY FOUR (4) NEW DeZURIK  
6" (150mm) PEC ECCENTRIC  
PLUG VALVES WITH  
RECTANGULAR PORTS AND  
FOUR (4) EMERSON M2CP  
ELECTRIC QUARTER-TURN  
VALVE ACTUATORS MODEL  
Q2G2-3 OR EQUIVALENT

The proposal must be received at the Authority's administration building, 29-37 Washington Street, P.O. Box 486, Mount Holly, New Jersey 08060 on or before Wednesday, August 5, 2015 at 11:00 a.m. The signed proposal must be submitted in the format required by the Authority. No late submissions will be accepted.

The Authority assumes no responsibilities for proposals mailed or misdirected in delivery. The Authority reserves the right to reject any and all proposals, in whole or in part, and to waive any immaterial defect or informality in any proposals as may be permitted by law.

A total of three (3) paper copies, one (1) original and two (2) copies of the proposal and one disc containing the proposal must be submitted for the proposer's response to be deemed complete. All properly submitted sealed proposals will be publicly opened, announced and recorded on 5th day of August, 2015 at 11:00 a.m. in the Authority's administration building.

Proposals must be made in the standard form required and in the manner designated in the document and must be enclosed in a sealed envelope bearing the name and address of the proposer and must be clearly labeled SUPPLY FOUR (4) NEW DeZURIK 6" (150mm) PEC ECCENTRIC PLUG VALVES WITH RECTANGULAR PORTS AND FOUR (4) EMERSON M2CP ELECTRIC QUARTER-TURN VALVE ACTUATORS MODEL Q2G2-3 OR EQUIVALENT - Contract #2015-11 on the outside, addressed to the Deputy Director for Regulatory Affairs, The Mount Holly Municipal Utilities Authority, 29-37 Washington Street, P. O. Box 486, Mount Holly, New Jersey 08060.

This request for proposals will be awarded under the "Fair and Open" process pursuant to New Jersey Local Unit "Pay to Play" Law, P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq. In addition, all proposers shall comply with P.L. 1977, c. 33 requiring submission of a statement of corporate ownership; N.J.S.A. 52:32-44 requiring submission of a New Jersey Business Registration Certificate and the collection of use taxes; and with the provisions of P.L. 1975, c. 127 and N.J.A.C. 17:27 concerning equal employment opportunity and affirmative action and the submission of proof of compliance therewith.

A complete description of the goods and services to be provided under this Proposal is contained in this

document. Any interested proposer may obtain a complete copy of the document during regular office hours (8:30 a.m. to 4:30 p.m., Monday through Friday) from the office of the Mount Holly Municipal Utilities Authority, 29-37 Washington Street, P.O. Box 486, Mount Holly, New Jersey, 08060. A copy of the document may also be obtained by going to the Authority's website: mhmu.com and clicking on the FOR THE PUBLIC icon at the top of the Home Page and then select PUBLIC NOTICES in the drop down.

Robert Maybury Jr.  
Executive Director

Adv. Fee: \$79.12  
BCT: July 10, 2015  
Att. Chg: \$20.00

MT HOLLY MUA  
PO BOX 486  
MT HOLLY, NJ 08060

2-095312000  
0006829700-01

Ethelmae Palmer being duly sworn or affirmed according to law, deposes and says that she is the Legal Billing Coordinator of the BURLINGTON TIMES, INC. Publisher of the "Burlington County Times" and that a copy of a notice published in such paper on

July 10, 2015

appears hereto, exactly as  
published in said newspaper

*Ethelmae Palmer*  
LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me  
this 10th day of July 2015 A.D.



Affirmed and subscribed to me before me this  
10th day of July 2015 A.D.

*P. Vigneau*  
P. Vigneau  
My Commission expires on  
November 17, 2018



**RESOLUTION 2015-72**

**A RESOLUTION APPROVING S-3 APPLICATION FOR APPROVAL OF SEWER CONSTRUCTION PLANS BETWEEN THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY AND MT.HOLLY WEST RANOCAS REDEVELOPMENT (BLOCK 12.03 LOTS 3-14, BLOCK 12.04 LOTS 40-45, BLOCK 12.05, LOTS 1-35 AND BLOCK 12.05 LOT 27 AS CREATED BY PHASE 3A) PHASEB**

**WHEREAS**, The Mount Holly Municipal Utilities Authority, (hereinafter "Authority"), 37 Washington Street, Mount Holly, New Jersey is a public body created by the governing body of the Township of Mount Holly pursuant to the provisions of the Sewerage Authorities Law (P.L. 1946, c. 138) of the State of New Jersey, as amended and supplemented; and

**WHEREAS**, the Authority is charged, inter alia, with the responsibility for the maintenance, operation and improvement of works for the collection, treatment, purification and disposal of sewage within the Township of Mount Holly; and

**WHEREAS**, Mt. Holly Township, (hereinafter "Applicant") has its address or principal place of business at 23 Washington Street, Mount Holly, NJ 08060; and

**WHEREAS**, the Applicant has as its agent for the service of process in New Jersey the following:Pennoni Associates Inc., 515 Grove Street Suite 1B, Haddon Heights, NJ 08035; and

**WHEREAS**, the Applicant has submitted an S-3 Application for Approval of Sewer Construction Plans to the Authority for consideration; and

**WHEREAS**, the Authority and Authority Consulting Engineer have reviewed the submitted sewer construction plans and profiles and recommended approval of; and

**WHEREAS**, the Applicant has certified the statements made on the submitted S-3 Application for Approval of Sewer Construction Plans are true.

**NOW, THEREFORE, BE IT RESOLVED** by the Mount Holly Municipal Utilities Authority, the S-3 Application for Approval of Sewer Construction Plans as submitted by the Applicant is hereby approved.

Record Vote

AYE                      NO                      ABSTAIN                      ABSENT

Chairman Thiessen  
Commissioner Silcox  
Commissioner Banks  
Commissioner Jones  
Commissioner Brown

The foregoing is a true copy of a Resolution adopted by the Authority on August 20, 2015.

\_\_\_\_\_  
Brandy C Boyington, Secretary

[SEAL]

THE MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY

BY\_\_\_\_\_  
Jules Thiessen, Chairman

**RESOLUTION 2015-73**

**A RESOLUTION APPROVING THE ANTICIPATED PAYROLL  
FOR AUGUST AND THE ACTUAL PAYROLL FOR THE MONTH  
OF JULY AND THE OPERATING EXPENSES**

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following anticipated payroll for the upcoming month is hereby approved subject to verification of actual payroll at the next regular meeting of the Mount Holly Municipal Utilities Authority. Anticipated \$210,000.00

BE IT FURTHER RESOLVED by the Mount Holly Municipal Utilities Authority that the payroll and Operating Expenditures in the amount of **\$758,278.05** per attached listings are hereby approved.

**CERTIFICATION**

STATE OF NEW JERSEY        }  
  :SS  
COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby Certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 20<sup>th</sup> day of August, 2015.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the seal of said MUA this 20<sup>th</sup> day of August, 2015.

\_\_\_\_\_  
Brandy C. Boyington, Secretary

## **RESOLUTION 2015-73A**

## A RESOLUTION APPROVING SEWER REFUNDS

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following Sewer Refunds for the month of August are hereby approved.

| <u>ACCOUNT<br/>NUMBER</u> | <u>ADDRESS</u>       | <u>NAME</u>             | <u>AMOUNT</u>      |
|---------------------------|----------------------|-------------------------|--------------------|
| 101249                    | 7 Briarwood Avenue   | Wm. & Jennie Ridgway    | \$ 42.79           |
| 201056                    | 7 Juniper Street     | Pro Capital             | \$ 121.06          |
| 201516                    | 8 Oxford Court       | F. Pallante, LLC        | \$ 135.80          |
| 201662                    | 20 Kingsley Road     | Pro Capital             | \$ 754.63          |
| 302170.20                 | 6 Cove Court         | Robert & Susan Nichols  | \$ 389.30          |
| 303281.20                 | 213 New York Ave.    | Arlene & Herbert Horner | \$ 16.37           |
| 304069.20                 | 1220 Woolman Lane    | Kimberly Roccia         | \$ 80.29           |
| 375672.52                 | 7 Jennie Court       | Geoff & Samantha Ashby  | \$ 44.16           |
| 407639                    | 12 Carob Court       | NJHR, LLC               | \$ 40.49           |
| 497760.01                 | 16 Thornhill Drive   | Allan & Jessica Love    | \$ 19.52           |
| 511350                    | 609 Bloomfield Drive | Norman Jordan           | <u>\$ 29.06</u>    |
| <b>TOTAL REFUNDS</b>      |                      |                         | <b>\$ 1,673.47</b> |

## CERTIFICATION

STATE OF NEW JERSEY }

:SS

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 20<sup>th</sup> day of August, 2015.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MUA  
this August 20, 2015.

Brandy C. Boyington, Secretary

Brandy C. Boyington, Secretary

**A RESOLUTION APPROVING THE EXPENDITURES**  
**FROM THE IMPROVEMENT/REPLACEMENT FUND**

|                |                     |
|----------------|---------------------|
| Improvements - | \$ 246,764.00       |
| Replacement -  | <u>\$ 21,600.00</u> |

## CERTIFICATION

:SS

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of the Resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting thereof, held on the 20<sup>th</sup> day of August, 2015.

Brandy C. Boyington, Secretary

Mount Holly Municipal Utilities Authority  
Regular Meeting of the Board of Commissioners  
August 20, 2015

Executive Director's Report

- Hainesport Sewer Project: There has been no change in status with Hainesport Sewer project since the July 09, 2015 meeting.
- Notice of retirement received: Ken Pearson, who has been with the MUA since 1983 is retiring effective September 01, 2015.
- 37 Washington Street Status: Steve Mushinski received the deeds to the four parcels associated with the MUA owned office buildings and parking lots. It was determined there are no ingress and egress easements associated to the US Post Office Mail Box located on lots 13 and 14. Chris Warren from Alaimo will provide a cost proposal to configure better use of these lots and to make 37 Washington Street more sellable.
- Force Main Valve Insertion Project - Contract No. 2015-12: The bid for this project was opened on July 23, 2015. One bid was received and it was from a qualified bidder who submitted a bid that was within the engineers estimate.
- Rancocas Road Belt Filter Press Installation - Contract No. 2014-14: Alaimo Associates is working on the design, bid specs and construction for this project. A kickoff meeting was held on July 29, 2015 at Alaimo's Office.
- Meeting with Dave Skibicki of Alaimo Associates: A meeting was held with Mr. Skibicki of Alaimo Associates on Wednesday August 05, 2015. The status of several projects and escrow accounts were discussed.
- Fuel Agreement with Burlington County: There is ongoing investigation into the best alternative. The County is planning a meeting in the future for fueling options that may help define the needs of the MUA. No change in status since the July 09, 2015.
- Pump Station 203/213 (Garden Street): Decommissioning and removal of Pump Station 203 located in Mt. Holly at the intersection of Clover and Garden Street. Alaimo Associates sent a letter to NJDEP requesting a determination as to whether or not a TWA permit is necessary for the Authority to decommission pump station 203. The Authority has yet to receive a response from NJDEP. No change in status since the July 09, 2015.
- MHMUA Draft Revised Rules & Regulations: The Authority's revised Rules & Regulations are in draft status. Upon final review by MHMUA staff and MHMUA professionals, the Rules & Regulations will be presented to the Board of Commissioners for approval. The anticipated submission date to the Board for review is early fall 2015.



## DEPUTY DIRECTOR FOR PLANT OPERATION'S REPORT

FOR

August 20, 2015

---

### PLANT OPERATIONS

1. The **MONTHLY DISCHARGE MONITORING REPORT** summary for July, 2015 is included and indicates no violations for the period.
2. The **YEAR TO DATE CONSUMABLES USAGE REPORT** for July, 2015 is attached.
3. The **SLUDGE QUALITY** data summaries through July, 2015 are attached.
  - a. The sludge data shows no significant changes in sludge characteristics.
4. The **COLLECTION SYSTEM OPERATIONS** report for July, 2015 is attached.
  - a. Normal seasonal main cleaning activities are taking place.
  - b. Alarm monitoring system conversions are continuing.
  - c. Pump station back flow preventer installations have been completed at 2 of 3 scheduled locations. Third installation is expected to be completed by the end of August.
5. There were **NO ODOR COMPLAINTS** received during the period covered by this report.
6. The **YEAR TO DATE INDUSTRIAL PRETREATMENT ACTIVITIES REPORT** summary for July, 2015 is attached.

Respectfully submitted,

Joel L. Hervey  
Deputy Director for Plant Operations



## Mount Holly Municipal Utilities Authority

Report Date: 08/03/2015

Receipt Summary Report for the Period

7/1/2015 Through 7/31/2015

Page 1

| Source Name                         | Waste Type    | Flow, gpd | Total Gallons | Total Tons | No. of Trucks | Average % Solids | Amount Charged |
|-------------------------------------|---------------|-----------|---------------|------------|---------------|------------------|----------------|
| A & L SEPTIC SERVICES               | Septage       | 10269     | 318,350       |            | 60            | 0.4              | \$12,734.00    |
| ARF Rental Services Inc.            | Septage       | 48        | 1,500         |            | 1             | 1.9              | \$60.00        |
| BEMS / BIG HILL LANDFILL            | Leachate      | 1935      | 59,988        |            | 12            | 0.9              | \$2,339.53     |
| BROWN, ALBERT S.                    | Septage       | 129       | 4,000         |            | 1             | 0.7              | \$160.00       |
| Burlington County RRF PO# 13-09265  | Leachate      | 18968     | 588,000       |            | 84            | 0.5              | \$10,584.00    |
| Cella's Septic Company              | Septage       | 1968      | 61,000        |            | 14            | 1.0              | \$2,895.90     |
| Colgate-Palmolive Company           | Miscellaneous | 216       | 6,700         |            | 1             | 0.2              | \$804.00       |
| DREDGE HARBOR BOAT CENTER LLC       | Septage       | 677       | 21,000        |            | 3             | 0.1              | \$840.00       |
| Deckers Septic                      | Septage       | 1916      | 59,400        |            | 18            | 0.4              | \$2,376.00     |
| Dey Farms                           | Miscellaneous | 1129      | 35,000        |            | 5             | 0.2              | \$1,750.00     |
| Dolan Septic LLC                    | Septage       | 2013      | 62,400        |            | 13            | 0.7              | \$2,496.00     |
| Don E. Miller Cesspool Service      | Septage       | 148       | 4,600         |            | 2             | 0.3              | \$184.00       |
| Drayton                             | Septage       | 12394     | 384,200       |            | 89            | 0.5              | \$15,460.00    |
| Drayton Transfer Station            | Septage       | 5981      | 185,400       |            | 41            | 0.6              | \$7,416.00     |
| Fieldsboro                          | Sludge        | 324       | 10,050        |            | 2             | 1.6              | \$804.00       |
| Homestead Treatment Utilities, Inc. | Sludge        | 1387      | 43,000        |            | 7             | 0.8              | \$1,763.00     |
| JL Septic of SJ, Inc.               | Septage       | 148       | 4,600         |            | 2             | 0.5              | \$184.00       |
| Laird & Company                     | Miscellaneous | 1069      | 33,153        |            | 6             | 0.5              | \$1,525.04     |
| MT. LAUREL MUA                      | Sludge        | 14516     | 450,000       |            | 70            | 2.3              | \$30,089.50    |
| Mansfield Farms                     | Sludge        | 903       | 28,000        |            | 4             | 1.1              | \$1,148.00     |
| Mercer Group /Horizon Xfer station  | Septage       | 923       | 28,600        |            | 6             | 1.1              | \$1,144.00     |
| Mercer Group Int. DBA Horizon       | Septage       | 400       | 12,400        |            | 4             | 1.5              | \$496.00       |
| Mobile Estates of Southampton, Inc. | Sludge        | 324       | 10,050        |            | 2             | 2.2              | \$804.00       |
| Monmouth County Rec. LF             | Leachate      | 11019     | 341,600       |            | 61            | 0.8              | \$6,510.00     |
| PERRY EQUIPMENT COMPANY INC.        | Miscellaneous | 1563      | 48,450        |            | 10            | 0.3              | \$3,876.00     |
| Palmyra                             | Sludge        | 3145      | 97,500        |            | 15            | 0.9              | \$4,875.00     |
| Puglisi Egg Farms. Inc.             | Septage       | 774       | 24,000        |            | 4             | 0.7              | \$960.00       |
| State Environmental Services        | Septage       | 1100      | 34,100        |            | 8             | 0.5              | \$1,364.00     |
| VOIDED RECEIPTS                     | Sludge        |           |               |            | 1             |                  |                |
| WILLINGBORO M.U.A.                  | Sludge        | 1048      | 32,500        |            | 5             | 4.1              | \$3,185.00     |
| Waste Management/Parklands Landfill | Leachate      | 2855      | 88,500        |            | 21            | 0.3              | \$2,212.50     |

Total  
Gallons  
3,078,041

Total  
Tons  
0

No. of  
Trucks  
572

Amount  
Charged  
\$121,039.47

## MONTHLY AVERAGE VALUES

| PARAMETER               | 10/14  | 11/14  | 12/14  | 01/15  | 02/15  | 03/15  | 04/15  | 05/15  | 06/15  | 07/15     | 08/15 | 09/15 | YEARLY AVERAGE        |                       | Limits |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|-------|-------|-----------------------|-----------------------|--------|
|                         |        |        |        |        |        |        |        |        |        |           |       |       | This Reporting Period | Last Reporting Period |        |
| POTW Flow               | 3.01   | 3      | 3.2    | 3.14   | 2.96   | 3.655  | 2.991  | 3.06   | 3      | 3.02      |       |       |                       | 3.148                 | 5      |
| CBOD5(influent)         | 240    | 240    | 224    | 250    | 208    | 217    | 287    | 220    | 206    | 208       |       |       |                       | 287.0                 | n/a    |
| CBOD5(effluent)         | < 2    | < 2    | < 2    | 3.8    | 4.03   | 3      | < 2    | < 2    | < 2    | < 2       |       |       |                       | 2.9                   | 15     |
| COD(influent)           | 770    | 781    | 781    | 753    | 745    | 649    | 835    | 872    | 631    | 926       |       |       |                       | 897.5                 | n/a    |
| COD(effluent)           | 33     | 34     | 36     | 39     | 48     | 35     | 48     | 38     | 41     | 42        |       |       |                       | 40.2                  | n/a    |
| TKN(influent)           | 61.6   | 66     | 75.2   | 59.3   | 61.6   | 60.9   | 66.3   | 63.9   | 86.9   | not yet   |       |       |                       | 70.3                  | n/a    |
| TKN(effluent)           | 1.61   | 1.82   | 3.4    | 3.1    | 2.94   | 2.18   | 2.03   | 2.03   | 2.4    | available |       |       |                       | 2.4                   | 15     |
| TSS(influent)           | 388    | 418    | 382    | 402    | 382    | 378    | 670    | 414    | 496    | 423       |       |       |                       | 504.0                 | n/a    |
| TSS(effluent)           | 1.5    | 1.5    | 1.5    | 2      | 3      | 2      | 1      | 1      | 2      | 1         |       |       |                       | 2.2                   | 30     |
| pH(influent-Max)        | 6.98   | 7.1    | 7.07   | 7      | 6.99   | 6.9    | 6.9    | 7.1    | 6.6    | 8.5       |       |       |                       | 8.5                   | n/a    |
| pH(influent-Min)        | 6.47   | 6.33   | 6.58   | 6.7    | 6.72   | 6.4    | 6.5    | 6.3    | 5.9    | 5.9       |       |       |                       | 6.3                   | n/a    |
| pH(effluent-Max)        | 7.05   | 7.17   | 7.12   | 7      | 7.1    | 6.9    | 7      | 7.1    | 7      | 7         |       |       |                       | 7.5                   | 9      |
| pH(effluent-Min)        | 6.68   | 6.71   | 6.36   | 6.6    | 6.4    | 6.4    | 6.6    | 6.7    | 6.6    | 6.6       |       |       |                       | 6.4                   | 6      |
| Oil & Grease (effluent) | < 2.2  | < 2.3  | < 2.3  | < 2.2  | 2.9    | < 2.2  | < 2.2  | 5.4    | < 2.1  | not yet   |       |       |                       | <2.4                  | 10     |
|                         |        |        |        |        |        |        |        |        |        | available |       |       |                       |                       |        |
| SQAR                    |        |        |        |        |        |        |        |        |        |           |       |       |                       |                       |        |
| Arsenic                 | < 10.4 | < 10.1 | < 10.9 | < 9.7  | < 11   | < 11.8 | < 9.8  | < 9.7  | < 11.1 |           |       |       |                       | <11                   | 41     |
| Beryllium               | < 5.2  | < 5    | < 5.5  | < 4.9  | < 5.5  | < 5.9  | < 4.9  | < 4.8  | < 5.6  |           |       |       |                       | <5.5                  | n/a    |
| Cadmium                 | < 2.6  | < 2.5  | < 2.7  | < 2.4  | < 2.8  | < 2.9  | < 2.5  | < 2.4  | < 2.8  |           |       |       |                       | <2.8                  | 39     |
| Chromium                | 22     | 26.2   | 22.5   | 20.8   | 20.6   | 16.6   | 19.9   | 21.2   | 28     |           |       |       |                       | 22.93                 | n/a    |
| Copper                  | 816    | 820    | 696    | 668    | 640    | 523    | 689    | 756    | 959    |           |       |       |                       | 748.0                 | 1500   |
| Lead                    | 35.5   | 32.4   | 22.9   | 19.7   | 20.9   | 14.1   | 19.9   | 22.8   | 42.2   |           |       |       |                       | 26.19                 | 300    |
| Mercury                 | 0.5    | 0.61   | 0.42   | 0.77   | 0.72   | 0.39   | 0.65   | 0.48   | 1.3    |           |       |       |                       | 0.90                  | 17     |
| Molybdenum              | < 10.4 | < 10.1 | < 10.9 | < 9.7  | < 11   | < 11.8 | < 9.8  | < 9.7  | 14.2   |           |       |       |                       | <11                   | 75     |
| Nickel                  | 22.5   | 20.6   | 18.4   | 18.5   | 19.1   | 16.8   | 20.9   | 21.9   | 26.1   |           |       |       |                       | 19.41                 | 420    |
| Selenium                | < 26.1 | < 25.2 | < 27.3 | < 24.3 | < 27.6 | < 29.4 | < 24.6 | < 24.2 | < 27.8 |           |       |       |                       | <27.6                 | 100    |
| Zinc                    | 1650   | 1660   | 1350   | 1210   | 1110   | 879    | 1070   | 1180   | 1670   | ↓         |       |       |                       | 1434.2                | 2800   |
| Cyanide                 | N/A    | N/A    | N/A    | N/A    | N/A    | N/A    | N/A    | N/A    | N/A    | N/A       |       |       |                       | <1.6                  | n/a    |

Unless otherwise indicated, liquid analysis reported in mg/l, sludge reported in mg/kg (dry weight basis), pH reported in Standard Units

FORM AR-5a

NOTE: Sludge limits do not apply to sludge that is not land-applied.  
Most recent permit violation: 1/97 for Effluent Chlorine Residual

**Annual Consumables Summary- 2015**

| Fund Number                          | Consumable Name              | Unit Price | Jan      | Feb      | Mar      | Apr      | May      | Jun      | Jul      | Aug | Sep | Oct | Nov | Dec | Actual YTDTOT | Actual YTDAVE | Actual YTDCOST      | Projected 2015 Quantity | Costs               | 2015 Budget           |
|--------------------------------------|------------------------------|------------|----------|----------|----------|----------|----------|----------|----------|-----|-----|-----|-----|-----|---------------|---------------|---------------------|-------------------------|---------------------|-----------------------|
| 020-6042                             | City H2O (100 gal)           | 0.5968     | 870.40   | 793.47   | 940.16   | 849.64   | 1,001.48 | 811.40   | 1,873.30 |     |     |     |     |     | 7139.85       | 1019.98       | \$4,261.08          | 12239.74                | \$7,304.68          | \$15,000.00           |
| 040-6045                             | Diesel Fuel (gal) Vehicles   | 2.3427     | 534.10   | 916.10   | 532.60   | 173.00   | 477.50   | 284.10   | 181.30   |     |     |     |     |     | 3,098.70      | 442.67        | \$7,259.32          | 5,312.06                | \$12,444.56         | \$36,000.00           |
| 020-6044                             | Diesel Fuel (gal) Gen        | 2.3427     | 59.00    | 82.00    | 83.00    | 88.00    | 62.00    | 308.00   | 535.00   |     |     |     |     |     | 1,217.00      | 173.86        | \$2,851.07          | 2,086.29                | \$4,887.54          | \$20,000.00           |
| 022-6044                             | Diesel Fuel (gal) Maple Ave  | 2.3427     | 44.00    | 37.00    | 20.00    | 36.00    | 27.00    | 197.00   | 27.00    |     |     |     |     |     | 388.00        | 55.43         | \$908.97            | 665.14                  | \$1,558.23          | \$5,000.00            |
| 020-6107                             | Ecogrow Nutrients            | 5.7500     | 15.00    | 15.00    | 15.00    | 15.00    | 15.00    | 15.00    | 15.00    |     |     |     |     |     | 105.00        | 15.00         | \$603.75            | 180.00                  | \$1,035.00          | \$2,000.00            |
| 020-6041                             | Electric (100 kwhr)          | 11.6830    | 2,772.00 | 2,716.00 | 2,576.00 | 2,128.00 | 1,998.00 | 1,904.00 | 1,988.00 |     |     |     |     |     | 16,082.00     | 2,297.43      | \$187,886.01        | 27,569.14               | \$322,090.30        | \$380,000.00          |
| 022-6041                             | Electric (100 kwhr)Maple Ave | 4.8110     | 703.34   | 981.28   | 776.53   | 900.72   | 734.36   | 760.99   | 794.71   |     |     |     |     |     | 5,651.93      | 807.42        | \$27,191.44         | 9,689.02                | \$46,613.89         | \$200,000.00          |
| 020-6102                             | Hypochlorite (gal)           | 1.0580     | 2,854.00 | 2,843.00 | 3,080.00 | 3,403.00 | 4,208.00 | 4,875.00 | 5,330.00 |     |     |     |     |     | 26,393.00     | 3,770.43      | \$27,923.79         | 45,245.14               | \$47,869.36         | \$80,000.00           |
| 022-6102                             | Hypochlorite - Maple Ave     | 1.0580     | 68.00    | 78.00    | 78.00    | 205.00   | 419.00   | 459.00   | 516.00   |     |     |     |     |     | 1,823.00      | 260.43        | \$1,928.73          | 3,125.14                | \$3,306.40          | \$10,000.00           |
| 020-6105                             | Lime (lbs)                   | 0.0800     | 900.00   | 1,350.00 | 800.00   | 950.00   | 1,600.00 | 750.00   | 1,500.00 |     |     |     |     |     | 7,850.00      | 1,121.43      | \$628.00            | 13,457.14               | \$1,076.57          | \$1,000.00            |
| 020-6104                             | MgOH (gal)                   | 2.1010     | 1,636.00 | 1,540.00 | 1,912.00 | 1,595.00 | 1,127.00 | 852.00   | 1,733.00 |     |     |     |     |     | 10,395.00     | 1,485.00      | \$21,839.90         | 17,820.00               | \$37,439.82         | \$55,000.00           |
| 020-6046                             | Natural Gas (ccf)            | 1.1160     | 769.00   | 1,020.00 | 409.00   | 49.00    | 5.00     | 5.00     | 5.00     |     |     |     |     |     | 2,262.00      | 323.14        | \$2,524.39          | 3,877.71                | \$4,327.53          | \$7,500.00            |
| 022-6045                             | Natural Gas (ccf) Maple Ave  | 1.1160     | 238.209  | 269.186  | 688.989  | 235.004  | 54.478   | 8.546    | 6.409    |     |     |     |     |     | 1,500.821     | 214.403       | \$1,674.92          | 2,572.84                | \$2,871.28          | \$5,000.00            |
| 020-6101                             | Polymer (lbs)                | 1.7500     | 1,670.00 | 1,710.00 | 2,020.00 | 1,906.00 | 1,770.00 | 1,740.00 | 2,210.00 |     |     |     |     |     | 13,026.00     | 1,860.86      | \$22,795.50         | 22,330.29               | \$39,078.00         | \$55,000.00           |
| 020-6103                             | Sodium Bisulfite (gal)       | 2.2580     | 646.00   | 715.00   | 708.00   | 691.00   | 691.00   | 675.00   | 727.00   |     |     |     |     |     | 4,853.00      | 693.29        | \$10,958.07         | 8,319.43                | \$18,785.27         | \$25,000.00           |
| 040-6045                             | Unleaded-MJA (gal)**         | 2.9433     | 689.70   | 877.00   | 722.80   | 721.60   | 693.30   | 732.80   | 832.90   |     |     |     |     |     | 5,270.10      | 752.87        | \$15,511.49         | 9,034.46                | \$26,591.12         | \$114,000.00          |
| <b>Subtotal</b>                      |                              |            |          |          |          |          |          |          |          |     |     |     |     |     |               |               | <b>\$336,746.40</b> |                         | <b>\$577,279.55</b> | <b>\$1,010,500.00</b> |
| <b>Collection System Consumables</b> |                              |            |          |          |          |          |          |          |          |     |     |     |     |     |               |               |                     |                         |                     |                       |
| 040-6104                             | Bioxide (gals)               | 2.6300     | 2,073.00 | 2,163.70 | 2,060.00 | 2,193.20 | 1,493.25 | 1,598.30 | 2,049.00 |     |     |     |     |     | 13,630.45     | 1,947.21      | \$35,848.08         | 23,366.49               | \$61,453.86         | \$60,000.00           |
| 040-6044                             | Diesel Fuel (gal) P/S Gen    | 3.1590     | 41.3     | 34.0     | 16.9     | 21.4     | 11.7     | 41.3     | 19.1     |     |     |     |     |     | 185.7         | 26.5          | \$586.63            | 318.3                   | \$1,005.65          | \$500.00              |
| 040-6046                             | Natural Gas (ccf)            | 1.1160     | 92.64    | 124.24   | 95.30    | 58.07    | 53.11    | 84.79    | 30.79    |     |     |     |     |     | 538.94        | 76.99         | \$601.46            | 923.90                  | \$1,031.07          | \$3,500.00            |
| <b>Subtotal</b>                      |                              |            |          |          |          |          |          |          |          |     |     |     |     |     |               |               | <b>37,036.17</b>    |                         | <b>63,490.57</b>    | <b>64,000.00</b>      |
| <b>Total</b>                         |                              |            |          |          |          |          |          |          |          |     |     |     |     |     |               |               | <b>\$373,782.57</b> |                         | <b>\$640,770.12</b> | <b>\$1,074,500.00</b> |

**YEARLY TOTALS OF COLLECTION SYSTEM WORK**

**R-23A**

**YEAR 2015**

| <b>MONTH</b> |  | <b>JAN</b> | <b>FEB</b> | <b>MAR</b> | <b>APR</b> | <b>MAY</b> | <b>JUN</b> | <b>JUL</b> | <b>AUG</b> | <b>SEP</b> | <b>OCT</b> | <b>NOV</b> | <b>DEC</b> | <b>TOTAL</b> |
|--------------|--|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| 1)           | MISCELLANEOUS BEEPER CALL                | 8          | 9          | 11         | 4          | 7          | 9          | 13         |            |            |            |            |            | 61           |
| 2)           | MISCELLANEOUS CALLS NOT OURS             | 0          | 1          | 2          | 1          | 1          | 4          | 0          |            |            |            |            |            | 9            |
| 3)           | NUMBER OF OVERTIME CALLS                 | 8          | 7          | 6          | 2          | 4          | 6          | 12         |            |            |            |            |            | 45           |
| 4)           | ACTUAL OTHER BILLABLE MANHOURS           |            |            |            |            |            |            |            |            |            |            |            |            | 0            |
| 5)           | NUMBER OF FEET OF PIPE CLEANED           | 28,455     | 6,578      | 40,280     | 37,720     | 47,888     | 46,827     | 38,514     |            |            |            |            |            | 246,262      |
| 6)           | MANHOLE OVERFLOW INCIDENTS               | 2          | 0          | 0          | 0          | 0          | 0          | 0          |            |            |            |            |            | 2            |
| 7)           | LATERAL INSPECTIONS                      | 1          | 5          | 2          | 3          | 23         | 4          | 5          |            |            |            |            |            | 43           |
| 8)           | MANHOLE INSPECTIONS                      | 22         | 10         | 12         | 4          | 16         | 13         | 9          |            |            |            |            |            | 86           |
| 9)           | TOTAL NUMBER OF SERVICE CALLS (STOPPAGE) | 11         | 5          | 6          | 2          | 8          | 7          | 5          |            |            |            |            |            | 44           |
| 10)          | NUMBER OF SERVICE CALLS NOT OUR PROBLEM  | 9          | 5          | 6          | 2          | 8          | 7          | 5          |            |            |            |            |            | 42           |
| 11)          | NUMBER OF OVERTIME SERVICE               | 6          | 0          | 2          | 1          | 5          | 0          | 2          |            |            |            |            |            | 16           |
| 12)          | NUMBER OF REPEAT SERVICE CALLS **        |            |            |            |            |            |            |            |            |            |            |            |            | 0            |
| 13)          | NUMBER OF SECOND WATER METER READINGS    | 7          | 3          | 10         | 9          | 47         | 29         | 20         |            |            |            |            |            | 125          |
| 14)          | NUMBER OF FEET OF PIPE SMOKE TESTED      | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            |            |            |            | 0            |
| 15)          | NUMBER OF FEET OF PIPE TELEVISED         | 0          | 0          | 0          | 0          | 15         | 0          | 0          |            |            |            |            |            | 15           |
| 16)          | MARK OUT REQUESTS                        | 182        | 175        | 302        | 397        | 479        | 485        | 430        |            |            |            |            |            | 2,450        |

\*\* SAME MAIN IN A 3 MONTH PERIOD

**COLLECTION SYSTEM COMMENTS**  
**JULY 2015**

| Pump Station | Date    | Electrical Maint Required  | Mechanical Maint Required | Pumps Clogging   | Generator Problems | Alarm System Problems | Miscellaneous   |
|--------------|---------|--|---------------------------|--|--------------------|-----------------------|---|
| 201          | 7-29-15 |  |                           |  |                    |                       | Water line back flow preventer installed.   |
| 205          | 7-9-15  |  |                           |  |                    |                       | Responded for high wet well level. Station was in flood due to high flows from heavy rain and the high level float was sitting on the concrete. Entered wet well and placed float back in well. |
| 209          | 7-7-15  | Yes, received alarms from Mission. Collection Operators responded to find the low level float was ripped off by the weight of rags. Techs replaced float.  |                           |  |                    |                       |   |
| 211          | 7-30-15 | Yes, received low battery alarm. When Collection operators arrived they found the electric meter pan torn off the outside wall of the station. The techs re-installed the meter pan and a new meter pan will be installed in August. |                           |  |                    |                       |   |
| 216          |         |  |                           | Yes, responded numerous time for pumps and check valve clogging. |                    |                       |   |

COLLECTION SYSTEM COMMENTS  
JULY 2015

| Pump Station | Date   | Electrical Maint Required   | Mechanical Maint Required | Pumps Clogging   | Generator Problems | Alarm System Problems | Miscellaneous    |
|--------------|--|---|---------------------------|--|--------------------|-----------------------|------------------|
| 217          | 7-14-15  |   |                           | Yes, P-1 check valve.  |                    |                       |                  |
| 221          | 7-22-15  | Yes, techs responded to replace bubbler system purge valve.   |                           |  |                    |                       |                  |
| 223          | 7-16-15  | Yes, techs replaced 120 volt breaker panel.   |                           |  |                    |                       |                  |
| 228          | 7-9-15   |   |                           |  |                    |                       | Cleaned wet well |
| 230          | 7-9-15   |   |                           |  |                    |                       | Cleaned wet well |
| 232          | 7-5-15 and 7-11-15, responded for # 2 alarms. We replaced P-2 check valve located in valve pit that was causing P-2 to go air bound. |   |                           |  |                    |                       |                  |
| 234          |  |   |                           | Yes, pulled both check valves for each pump numerous times throughout the month. |                    |                       |                  |
| 241          | 7-17-15  | Yes, P-2 was found in fail numerous times throughout the month. The techs replaced the sub-meg for P-2. |                           |  |                    |                       |                  |

COLLECTION SYSTEM COMMENTS  
JULY 2015

**THERE WAS ONE BIOXIDE DELIVERY MADE ON JULY 28, 2015 .**

| <u>PUMP STATIONS</u> | <u>GALLONS</u> |
|----------------------|----------------|
| P/S # 15             |                |
| P/S # 19             | 1,128          |
| P/S # 21             | 789            |
| P/S # 22             |                |
| P/S # 24             |                |
| P/S # 25             |                |
| P/S # 26             | 393            |
| C.O.B                |                |

**THERE WAS 2,310 TOTAL GALLONS OF BIOXIDE DELIVERED IN THE MONTH OF JULY.**

**THERE WERE TWO FUEL ADDITION MADE IN JULY . ONE ON JULY 2, 2015 AND THE OTHER ON JULY 30, 2015**

| <u>PUMP STATION</u> | <u>GALLONS</u> | <u>PUMP STATION</u> | <u>GALLONS</u> |
|---------------------|----------------|---------------------|----------------|
| P/S # 01            |                | P/S # 21            |                |
| P/S # 02            |                | P/S # 22            |                |
| P/S # 08            |                | P/S # 23            |                |
| P/S # 10            |                | P/S # 24            |                |
| P/S # 11            | 3.7            | E.A.S.              |                |
| P/S # 14            |                | H.A.I               |                |
| P/S # 15            |                | 20 KW               |                |
| P/S # 17            |                | 100 KW              |                |
| P/S # 18            |                | 150KW               |                |
| P/S # 19            |                |                     |                |
| P/S # 20            |                |                     |                |

**THERE WAS 3.7 TOTAL GALLONS OF FUEL ADDED IN THE MONTH OF JULY.**

---



TABLE AR-4  
SUMMARY OF IWPT MONITORING PROGRAM

October 2014 through September 2015

POTW: Mount Holly Municipal Utilities Authority

|  | CATEGORICAL IUs |             | NON-SIGNIFICANT CATEGORIAL IUs |             | SIGNIFICANT/ MAJOR IUs |                 | OTHER REGULATED |             |
|--|-----------------|-------------|--------------------------------|-------------|------------------------|-----------------|-----------------|-------------|
|  | This Period     | Last Period | This Period                    | Last Period | This Period            | Last Period     | This Period     | Last Period |
| Number of Industrial Users (IUs) included in POTW Monitoring Program | 2               | 2           | 0                              | 0           | 2                      | 2               | 2               | 2           |
| Number of IUs added to POTW Monitoring Program                       | 0               | 0           | 0                              | 0           | 0                      | 1               | 0               | 0           |
| Number of IUs eliminated from POTW Monitoring Program                | 0               | 0           | 0                              | 0           | 0                      | 0               | 0               | 0           |
| Total number of POTW inspections of IUs.                             |                 | 2           |                                | 0           |                        | 2               |                 | 2           |
| Total number of POTW sampling visits to IUs.                         | 3               | 3           | 0                              | 0           | 11 <sup>1</sup>        | 13 <sup>1</sup> | 2               | 3           |
| Total number of IUs in IPP not sampled.                              | 0               | 0           | 0                              | 0           | 0                      | 0               | 0               | 0           |
| Total number of IUs in IPP not inspected.                            | 0               | 0           | 0                              | 0           | 0                      | 0               | 0               | 0           |

<sup>1</sup> Includes MHMUA monitoring in lieu of self-monitoring for the following facilities: Monmouth County Reclamation Center, Dey Farm

Bulk Waste Monitoring July, 2015

|   | July | June | October 2014-<br>September 2015 | October 2013-<br>September 2014 |
|---|------|------|---------------------------------|---------------------------------|
| 1. Number of bulk delivery pH, T.S. and sensory checks:   | 572  | 548  | 5,128                           | 6,138                           |
| 2. Number of bulk delivery SQAR sampling checks:          | 0    | 0    | 0                               | 0                               |
| 3. Number of bulk delivery conventional pollutant checks: | 12   | 11   | 91                              | 130                             |
| 4. Number of bulk septage sources:                        | 15   | 15   | 17                              | 20                              |
| 5. Number of bulk sludge sources:                         | 8    | 7    | 16                              | 14                              |

Sampling (July): Dey Farm, MCRC  
Inspections (July): None

# MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

## **MONTHLY REPORT – Deputy Director for Regulatory Affairs, Human Resources & Qualified Purchasing Agent** **August 11, 2015** **For the Period July 1, 2015 – July 31, 2015**

**Regulatory Affairs, Policy and Procedure** - The Authority is currently compliant with Air Permitting and Stormwater requirements. The SPCC compliance issue still remains open as it relates to fuel delivery to Generator “C” at Rancocas Road and the spill containment for the 55-gallon drums of petroleum products in the maintenance shop. We have discussed both topics and the options available to comply with the EPA requirements. The primary concern remains the refueling of Generator “C” and the cost associated to meet the “requirements” of SPCC. As the new generator has been installed with the on-board bladder tank, we can now address the SPCC concerns related to size of refueling vehicle (internal bladder size) and placement of same during the refueling process. As the old break trailer has been removed, there is a potential to create a “containment” area where the refueling vehicle could park during the offloading process. There are factors that have to be considered when looking at that scenario as opposed to providing portable booms that could be laid in place during refueling and removed when completed. We will continue to review the available options and work with the EJIF to find an economical solution to meet TIER 1 planning requirements.

**New Jersey Utilities Authority JIF** – On August 21st, I will be conducting the third in a series of four quarterly Supervisory programs the JIF requested as part of the 2015 Safety Incentive Program at the Middlesex County Fire Academy. As requested by the southern members of the JIF, I will be providing the 1<sup>st</sup> and 2<sup>nd</sup> quarter programs to those members that could not attend the programs in Middlesex. Marlene DiMarco, Deptford MUA has secured the use of the Deptford municipal building for Friday, August 28. Thus far, 37 of the 72 JIF members have participated in the programs. The Supervisory programs were developed as a way to assist members in addressing the vacancies left by senior employees as a result of the statewide “Retirement Tsunami.” The retirements have created a “knowledge void” as a result of the JIF members not having Succession Plans in place.

I am scheduled to provide three one-hour programs at the second JIF Safety Expos in September at the Camden County Fire Academy.

**Essential Employee Identification Program** – Have been distributed to all employees designated as such by the Executive Director.

**Employment Practices Liability Manual** – I have only received one revision thus far from the Solicitor regarding the review of the draft EPL documents previously provided. The Solicitor will complete the review of the draft and revisions will be made as needed prior to presentation to the Board.

**Truck 4** – The engine was replaced by Ford at minimal cost to the Authority and the vehicle is back in use by the Collection Operators.

**Human Resources Manual** – Pursuant to a recent discussion with the Interim Executive Director, I will proceed with developing a Human Resource manual. Approximately 15 – 20 sections are complete. This will be an intensive process that will take some time to complete.

**Purchase and Finance** – Pat McTague and I have finalized the updates to the manual, including the pictorials and I have made changes to the purchasing flowcharts. Joel has assisted with creating “fillable forms” as part of the manual update. There will be several more he needs to create based on some recent additions to the manual.

### **Bid Specifications/Requests for Proposal (RFP) Update:**

- Belt Press – Awarded in January – Delivered in July, pre-construction meeting completed with Alaimo Associates, AA completed surveying of floor elevations and should be in the design phase.
- Plant #3 Roof – Scheduled to complete a “punch list” walkthrough with Jottan and Garland to identify any areas that need to be addressed before the contract can be closed out, warranty applied and final payment released.

- The Franklin Miller Taskmaster Model TW8516 twin shaft grinder with one Franklin Miller model S25060 grinder controller with a submersible explosion-proof motor and gear drive has been ordered for pump station 208. Representatives from Franklin Miller were out to confirm well depth, pipe and rail measurements
- Contract 2015-9: Jason Corn has contacted SWERP regarding scheduling the installation of Cured-In-Place Piping and Manhole Rehabilitation for Eayrestown Road Sewer.
- Line Cleaning – Mobile Dredging completed the line cleaning of the large diameter sewer lines under Rancocas Road and plant drive leading to grit and screen.
- Plant 2 Intermediate Tanks – We received one response for the Request For Proposal (“RFP”) for the replacement of four plug valves and actuators for the Rancocas Road facility. The RFP that was opened August 5. The submittal was rejected as the bidder failed to provide all required documentation as stipulated in the RFP. The RFP will be revised so that it can be advertised for a September opening.
- Environmental Laboratory Testing Services – Working with David Reich, Lab Supervisor and IPP Coordinator to finalize the Request For Proposal (“RFP”) for the aforementioned.

**NJDEP & Employee Training** – Received confirmation that training contacts hours (TCH) were approved for eight of the Authority’s training programs at 1 credit per training hour. I will be submitting additional programs for TCH credit in the near future. Programs provided to employees thus far include fire safety, welding/cutting/brazing and hot work, personal protective equipment, respiratory protection, confined space entry, fall protection and multi gas meters. Additional training will be provided as the year progresses.

Respiratory fit tests were completed for the employees having the potential to wear tight fitting respirators.

Audiometric testing was completed for those employees having the potential to be exposed to excessive noise levels over, above or in excess of the OSHA permitted thresholds.

**Permit Required Confined Space Entries – January 1, 2015 thru December 31, 2015**

| <b>2015 Confined Space Entry Activity by Department/Location</b>                             |           |           |           |              |           |           |             |     |      |           |     |     |            |
|--|-----------|-----------|-----------|--------------|-----------|-----------|-------------|-----|------|-----------|-----|-----|------------|
| <b>Rancocas Road Treatment Plant</b>   |           |           |           |              |           |           |             |     |      |           |     |     |            |
|  | Jan       | Feb       | Mar       | Apr          | May       | June      | July        | Aug | Sept | Oct       | Nov | Dec | TOTAL      |
| Grit/Screen  | 1         | 1         | 1         | 0            | 0         | 0         | 1           |     |      |           |     |     | 4          |
| Trickling Filters  | 16        | 10        | 5         | 2            | 5         | 4         | 3           |     |      |           |     |     | 45         |
| Other  | 0         | 0         | 0         | 0            | 2         | 1         | 1           |     |      |           |     |     | 4          |
| <b>TOTAL</b>   | <b>17</b> | <b>11</b> | <b>6</b>  | <b>2</b>     | <b>7</b>  | <b>5</b>  | <b>5</b>    |     |      |           |     |     | <b>53</b>  |
| <b>Maple Avenue Treatment Plant</b>  |           |           |           |              |           |           |             |     |      |           |     |     |            |
|  | Jan       | Feb       | Mar       | Apr          | May       | June      | July        | Aug | Sept | Oct       | Nov | Dec | TOTAL      |
| <b>TOTAL</b>   | <b>0</b>  | <b>0</b>  | <b>0</b>  | <b>1</b>     | <b>0</b>  | <b>0</b>  | <b>0</b>    |     |      |           |     |     | <b>1</b>   |
| <b>Collection System – (To be reported quarterly) ** Air Relief Valves/Contract Stations</b> |           |           |           |              |           |           |             |     |      |           |     |     |            |
|  | Jan – Mar |           |           | April – June |           |           | July – Sept |     |      | Oct – Dec |     |     |            |
| Pump Stations  | 79        | 80        | 78        | 121          | 60        | 77        | 8           |     |      |           |     |     | 503        |
| <b>Combined Totals</b>   | <b>96</b> | <b>91</b> | <b>84</b> | <b>124</b>   | <b>67</b> | <b>82</b> | <b>13</b>   |     |      |           |     |     | <b>557</b> |

**NOTE – Because of work load, the supervisor review of the collection system quarterly reports had not been completed at the time this report was written and will be included in the report for next meeting.**

**Hot Work Permits – (for welding/cutting/brazing/grinding) - January 1, 2015 thru December 31, 2015**

|                        | Jan      | Feb      | Mar      | Apr      | May      | June     | July     | Aug | Sept | Oct | Nov | Dec | Total    |
|------------------------|----------|----------|----------|----------|----------|----------|----------|-----|------|-----|-----|-----|----------|
| <b>Plant R &amp; M</b> | <b>0</b> | <b>2</b> | <b>2</b> | <b>0</b> | <b>2</b> | <b>2</b> | <b>1</b> |     |      |     |     |     | <b>9</b> |

**Claims/Insurance Activity**

All claims have been investigated with appropriate follow-up and or notifications made when necessary. A workers compensation spreadsheet has been established so that historical data can be reviewed to identify any trending. Identification of claim trends is extremely important to reducing the frequency and severity of claims.

| Coverage                       | Frequency     | Type/Status                 |
|--------------------------------|---------------|-----------------------------|
| Automobile Liability           | 0 - YTD. = 0  | Nothing reported for period |
| General Liability              | 0 - YTD. = 0  | Nothing reported for period |
| Property/Equipment Loss/Damage | 0 - YTD. = 0  | Nothing reported for period |
| Worker Compensation            | 0 - YTD. = 10 | Nothing reported for period |

| Personal Injury Incident Activity - January 1, 2015 through December 31, 2015 |           |                        |           |
|---|-----------|------------------------|-----------|
| Type of Injury  | Frequency | Department             | Frequency |
| Cut/Puncture/Scrape   | 1         | Plant                  | 6         |
| Slip/Trip/Fall  | 2         | Mechanical Maintenance | 1         |
| Exposure  |           | Electrical Maintenance | 1         |
| Not Work Related  |           | Plant Administration   |           |
| Sprain/Strain   | 1         | Collection Operators   | 2         |
| Animal/Insect/Foliage   | 1         | Office Administration  |           |
| Struck by or against  | 5         | Support Services       |           |
| Foreign Body in Eye   |           | Laboratory             |           |
| Horse Play  |           | Painter                |           |
| Burn (Thermal/Chemical)   |           |                        |           |
| Unknown   |           |                        |           |
| Totals  | 10        |                        | 10        |