



HMUA MINUTES

REGULAR
MEETING OF

March 9, 2021

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING March 9, 2021

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster at 6:00 P.M over teleconference due to Executive Order No. 107 signed by NJ Governor Murphy and to promote the necessary social distancing to avoid the spread of COVID-19. Executive Director Corcoran announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and the meeting shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Roll call indicated the following members in attendance: Chairman Kuster, William Harper, John DiMaio, Jerry DiMaio, and Ciro Lala.

Also attending: Counselor John Zaiter, Consulting Engineer Dave Klemm, Executive Director Kathleen Corcoran, Deputy Director Frank Biank and Recording Secretary Lasch.

Chairperson Kuster led a Salute of the United States Flag.

Chairperson Kuster indicated that the next agenda item was the approval of February 9, 2021, Annual Meeting minutes. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Harper.

Ayes: Kuster, Harper, Jerry DiMaio, Lala

Abstained: John DiMaio

Chairperson Kuster opened the meeting to public participation and noted that no members of the public announced their presence.

Chairperson Kuster stated the next agenda item was discussion and possible action regarding any project change orders. Executive Director Corcoran stated there were no change orders.

Chairperson Kuster stated the next agenda item was to entertain a resolution approving the Operations Expense Account Requisitions #OEA-1204, and #OEA-1205 in the total aggregate amount of \$249,708.14. The following Resolution #21-3566 was proposed by Harper who moved its adoption:

Resolution #21-3566

BE IT RESOLVED, that the following Operations Expense Requisitions be formally approved:

Dated: February 12, 2021	OEA-1204	SL-06	\$121,425.59
Dated: February 26, 2021	OEA-1205	SL-07	<u>\$128,282.55</u>
		Total	\$249,708.14

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala

Chairperson Kuster stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-279 in the aggregate amount of \$10,774.25. The



following Resolution #21-3567 was proposed by Jerry DiMaio who moved its adoption.

Resolution #21-3567

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-279 be formally approved:

REQUISITION #RR-279

Hach Company	Upgrade – D.O. Probe	\$	1,956.25
Mott MacDonald	UV System Replacement	\$	2,600.00
Sherwood-Logan & Assoc., Inc.	Clarifier Parts	\$	6,218.00
	Total	\$	10,774.25

This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-310 in the amount of \$3,447.43. The following Resolution #21-3568 was proposed by John DiMaio who moved its adoption.

Resolution #21-3568

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-310 be formally approved:

REQUISITION #ESR-310

HMUA	HGS/High Level Alarm	\$	1,102.43
HMUA	K-Land 51 LLC/Inspections		<u>2,345.00</u>
	Total	\$	3,447.43

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala

Chairperson Kuster stated the next agenda item was discussion and possible action to award contract #Orthopolyphosphate-21 for the supply of Orthopolyphosphate Blend. The following Resolution #21- 3569 was proposed by Jerry DiMaio who moved its adoption.

Resolution #21-3569

WHEREAS, subsequent to the proper advertisement, two (2) sealed proposals for Orthopolyphosphate Blend chemical were received and read aloud at a public bid opening on February 24, 2021 at 2:30 PM at the HMUA Jacob Garabed Administration Building; and, WHEREAS, it has been determined that the lowest responsive and responsible bid was received from George S. Coyne Chemical Co. Inc. of Croydon, PA for the bid price of \$0.5348 per wet pound of Orthopolyphosphate Blend; therefore,

BE IT RESOLVED, Contract #Orthopolyphosphate-21 is awarded to George S. Coyne Chemical Co. Inc. of Croydon, PA and the Executive Director hereby authorized to execute the necessary contract documents.



This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala

Chairperson Kuster stated the next agenda item was discussion and possible action to award Contract #AS-21 for Liquid Aluminum Sulfate. The following Resolution #21-3570 was proposed by Harper who moved its adoption.

Resolution #21-3570

WHEREAS, subsequent to the proper advertisement, two (2) sealed proposals for Liquid Aluminum Sulfate were received and read aloud at a public bid opening on March 2, 2021 at 2:30 PM at the HMUA Jacob Garabed Administration Building; and,

WHEREAS, it has been determined that the lowest bid was received from Chemtrade Chemicals US, LLC of Parsippany, New Jersey for the bid price of \$1.2042 per gallon; therefore,

BE IT RESOLVED, Contract #AS-21 for Liquid Aluminum Sulfate is awarded to Chemtrade Chemicals US, LLC of Parsippany, New Jersey and the Executive Director is hereby authorized to execute the necessary contract documents.

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala

Chairperson Kuster stated the next agenda item was discussion and possible action to award contract 51S Ultraviolet Disinfection System Upgrades.

Executive Director Corcoran stated that ten bids were received with the low bid at \$653,700.00 and the highest at \$1,115,700.00. The Engineer recommended award based on apparent capabilities to complete the work, prior project experience and references. The following Resolution #21-3571 was proposed by Harper who moved its adoption.

WHEREAS, subsequent to the proper advertisement, ten (10) sealed proposals for Contract 51S Ultraviolet Disinfection System Upgrades were received and read aloud at a public bid opening on February 25, 2021 at 11:00am at the HMUA Jacob Garabed Administration Building site; and

WHEREAS, it has been determined that the lowest responsible bid was received from DeMaio Electric Company, Inc. of Hillsborough, New Jersey for the bid price of \$653,700.00; therefore,

BE IT RESOLVED, Contract 51S for Ultraviolet Disinfection System Upgrades be awarded to DeMaio Electric Company, Inc. of Hillsborough, New Jersey and the Executive Director is hereby authorized to execute the necessary contract documents.

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Harper, John DiMaio, Jerry DiMaio, and Lala



John DiMaio stated for the record that DeMaio Electric Company, Inc. is of no relation to his family name DiMaio, which is spelled differently.

Chairperson Kuster stated the next item for discussion was forgiveness of a high usage bill that Centenary University received for the Founders Hall dormitory. Director Corcoran explained that HMUA had noticed high usage and notified the University contact number but had to leave a message as nobody answered. Upon receipt of an extremely high bill, Pete Mandell, a University financial officer, called and set an appointment for the HMUA to check the meter. The HMUA determined that the meter was running constantly showing a lot of water being used. Pete Mandell scheduled a check of all dorms in the building, which confirmed many running toilets causing the excessive usage. Director Corcoran stated that the University stated that, moving forward, they will check the meter regularly and also check fixtures on a regular basis. She stated that these checks should of course be part of their normal maintenance activities in all their buildings. Mr. Harper pointed out that the University has received significant COVID stimulus funding and can afford to pay the bill. After a brief discussion, a motion was made by Jerry DiMaio to forgive half of the excess amount compared to their average regular billing at Founders Hall. A one-time credit was issued in the amount of \$1,612.56. The motion was seconded by John DiMaio, who moved its adoption.

Ayes: Kuster, John DiMaio, Jerry DiMaio and Lala

Nos: Harper

Chairperson Kuster requested the Executive Director and Deputy Director to proceed with their reports.

Executive Director Corcoran started by reporting that the HMUA continues to operate at full capacity with COVID protocols in place, and that some of the employees have received vaccines for COVID-19.

Executive Director Corcoran went on to say that a copy of the FY2020-2021 salary listing was sent out to each Board member for signature and she asked that they be returned as soon as possible as signatures are required by the Auditor every year.

The Authority has started the Itron meter reading system upgrade and anticipates the system to be running smoothly within the next few weeks.

Executive Director Corcoran continued the report by stating that the water utility had four water main breaks since the last board meeting: two on Valentine Street, one on Willow Grove Street and one near the pedestrian walkway between Victoria Court & Jay Court.

February water usage was down slightly compared to last year. The water utility ran Well #4 again and plans to utilize the well for water production once new permanent piping is installed. The raw water for Well #4 was tested and all the results were within drinking water standards.

The QuickChek on Mountain Avenue is moving forward with water & sewer service abandonment for the proposed demolitions, but the NJDOT will not allow road openings within Mountain Avenue (NJ State Route 182) due to a roadway moratorium. Therefore the HMUA will require QuickChek to post a bond to guarantee the work to disconnect the water & sewer



services in Mountain Avenue following the moratorium.

The water utility repaired two fire hydrants damaged by snow removal equipment. They continue the nightly deployment of the leak detection correlators. The water utility also continues to work on the service line inventory for the revised Lead & Copper Rule regulations. Currently the HMUA is scheduling appointments to verify water service line material and change older meters.

Executive Director Corcoran stated she will let Consulting Engineer Dave Klemm update you on the 1.0 tank design and also the evaluation of alternatives to the use of chlorine gas for potable water disinfection.

Executive Director Corcoran reported that the sewer utility continues to do the mainline camera work looking for infiltration into the sewers. The Authority has hired a contractor to conduct grouting of the sewer joints to remove infiltration from several sewer reaches. The sewer utility performed maintenance on the one in service gravity belt. The sewer utility responded to a few blockage calls; at 211 Washington Street, 203 Church Street and 144 Water Street. Water Street will have to be repaired by the HMUA due to tree roots within the portion of the lateral within the public Right of Way. The sewer utility assisted the water utility with the Valentine Street water main leak. The sewer utility also cleaned and rebuilt the non-potable pumps.

Executive Director Corcoran continued the sewer utility report by informing the Board that the sewer utility responded to the House of the Good Shepherd's pump station high level alarm and shuttled flow with the jet to alleviate the high level. The House of Good Shepherd's maintenance department found a running toilet. The sewer utility also inspected disconnects and the new sanitary tap at the QuickChek project.

Deputy Director Biank reported on the status of the natural gas service for the WPCP, stating that ABB is close to signing the easement agreement between ABB and Elizabethtown Gas.

Chairperson Kuster requested Consulting Engineer Klemm to proceed with his report.

Consulting Engineer Klemm reported on the status of the 1.0 MG Water Storage Tank project. Klemm stated that the project is fundable within this fiscal year through the NJ IBank program, and will be fundable next year (2022) once the construction documents are finalized. Klemm further reported that the alternative analysis report was revised on March 8. Consulting Engineer Klemm continued his report with a status update of the WPCP UV Disinfection System Upgrade project. Klemm reported that Mott MacDonald reviewed the lowest bidder's submission and concluded that DeMaio Electrical Company Inc., was the lowest responsive and responsible bidder and recommended the HMUA proceed with award. Klemm also added that Mott MacDonald is working on the chlorine disinfection alternative analysis for the water utility as requested by the HMUA.

Chairperson Kuster asked whether anyone had business of a general nature to discuss with no response. Chairperson Kuster declared a motion to adjourn would be in order and was so moved by Jerry DiMaio and seconded by Harper and followed by a unanimous voice vote.

Time – 6:45 P.M.

Kathleen Corcoran, PE, PP, PMP
Executive Director & Secretary