



HMUA MINUTES

REGULAR
MEETING OF

JULY 8, 2014

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING JULY 8, 2014

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Board Member Harper at 8:00 P.M. Board Member Harper announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Roll call indicated the following members in attendance: Harper, John DiMaio and Brown.

Also attending: Joseph Kennedy, Henry Riewerts, Jeff Fiedler, Counselor Zaiter, Projects Engineer Klemm, Executive Director Smith, and Recording Secretary Palma.

Board Member Harper led a salute of the United States Flag.

Board Member Harper indicated that approval of the June 10th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by John DiMaio, being seconded by Brown with Harper, Brown and John DiMaio voting yea.

Board Member Harper indicated that approval of the June 10th Executive Session be the next agenda item. A motion to approve the minutes was made by Brown, being seconded by John DiMaio with Harper, Brown and John DiMaio voting yea.

Board Member Harper opened the meeting to public participation and noted that there were members of the public present.

Board Member Harper acknowledged Mr. Kennedy. Mr. Kennedy began by stating he greatly appreciated all the work the HMUA staff did to help him find the leak on his property. He congratulated the Authority on having a very respectful staff. Mr. Kennedy explained that he was contacted by the Authority for a large leak and he immediately contacted a contractor to do the repairs. Once the leak was found, it was repaired. It was determined that there was a second leak, which was eventually found and also repaired. He is asking the Board for relief with the bill which totals \$1,175.90. The Board had a few questions for Mr. Kennedy and informed him that they would discuss it later in the meeting and someone would be in touch with him regarding their decision.

Mr. Kennedy thanked the Board and exited the meeting.

Board Member Harper then recognized Jeff Fielder. Mr. Fielder stated that he just wanted to provide the Board with an update regarding the Reservoir property. He confirmed that they do have one interested party and wanted to know the status on the classification of the dam. Executive Director Smith confirmed that he would be meeting with a representative from Princeton Hydro on Monday and expected to receive the information at the meeting. It was also explained to Mr. Fielder that



the Authority would have to go out to auction again on this property. Mr. Fielder and Mr. Riewerts thanked the Board and exited the meeting.

Board Member Harper stated the next agenda item was discussion and possible action regarding any project change orders.

Engineer Klemm explained that during the installation of the water services in the College View Section, it was determined that some of the curb valves to be replaced were in the concrete sidewalks. In order to install the new water services to the homes the concrete sidewalks had to be removed and replaced.

After a brief discussion, the following Resolution #14-3010 was proposed by John DiMaio who moved its adoption.

WHEREAS, due to some curb valves being located in sidewalks in the College View Section, there is a need to replace the sidewalks, therefore;

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority authorizes Change Order #2 to Contract #43W in the amount of \$5,908.00 for material, labor and equipment associated with furnishing and installing concrete sidewalks in the College View area.

This Resolution was seconded by Brown and upon roll call vote carried: Ayes: Harper, Brown and John DiMaio voting yea.

Board Member Harper stated that Resolutions pertaining to financial transactions to be the next order of business.

The following Resolution #14-3011 was proposed by Brown who moved its adoption:

Resolution #14-3011A

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

Dated: June 13, 2014	OEA-1030	SL-14	\$144,290.82
Dated: June 27, 2014	OEA-1031	SL-15	<u>93,984.95</u>
	Total		\$238,275.77

Resolution #14-3011B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-380 be formally approved:

REQUISITION #CAF-380

Washington Township	Permit: Install Propane Tank	\$	154.00
DeMaio Electrical Co.	Contract 41W (#6)	\$	81,828.04
Hatch Mott MacDonald	Engineering Services		3,000.00
MBE Mark III Electric	Contract 42WS (Final Payment)		<u>7,481.53</u>
	Total	\$	92,463.57



Resolution #14-3011C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-199 be formally approved:

REQUISITION #RR-199

Capitol Supply Construction	Distribution Supplies	\$ 3,661.40
Dover Environmental Sciences	Oil Tank Removal	9,450.00
Gardner Denver Nash LLC	Single Stage Compressor	14,202.35
Hatch Mott MacDonald	Engineering Services	883.50
JLM Computers	On-Site Labor	1,757.50
Mansfield Township	Contract #40W-DH Paving	4,536.24
Pumping Services, Inc.	ABS Piranha Pump Repair	5,219.00
R&J Control Inc.	WFP Generator Repair	1,851.06
Reivax Contracting	Contract No. 43W (#6)	<u>35,744.34</u>
	Total	\$ 77,305.39

Resolution #14-3011D

BE IT RESOLVED, that the following Escrow Sub-Requisition #ESR-243 be formally approved:

REQUISITION #ESR-243

HMUA	KINGSTON	\$ 1,257.50
Hackettstown MUA	Transfer to 1 st Hope	(159,301.77)
Hatch Mott MacDonald	JADE (CVS)	<u>1,101.50</u>
	Total	\$ 2,359.00

The Resolution was seconded by John DiMaio and upon roll call vote carried: Ayes: Harper, Brown and John DiMaio voting yea.

Board Member Harper stated the next agenda item was discussion and possible action to authorize the purchase of a Backhoe / Loader.

After a brief discussion, the following Resolution #14-3012 was proposed by Brown who moved its adoption.

WHEREAS, the Authority has the need to replace an older Backhoe using the New Jersey State Contract; therefore,

BE IT RESOLVED, that the Governing Body of the Town of Hackettstown Municipal Utilities Authority hereby approves the use of the New Jersey State Contract for the purchasing of a New Holland Backhoe for the Authority at a total cost of \$78,329.00.



This Resolution was seconded by John DiMaio and upon roll call vote carried: Ayes: Harper, Brown and John DiMaio voting yea.

Board Member Harper stated the next agenda item was discussion and possible action to reopen the NY / NJ Highlands Trail through the HMUA Reservoir property.

This matter was discussed in detail and it was decided to take no action on this agenda item.

Board Member Harper requested Bud Volkert Water Utility Superintendent, to proceed with his report.

Bud began by saying he would like to thank the Board for supporting him on his promotion and giving him the opportunity to prove himself.

Bud also stated that his staff consists of 6 members and himself. He confirmed that 4 members are licensed operators, 2 of which are a Level 3. Two remaining staff members have recently expressed interest in obtaining their licenses.

Bud continued by explaining the duties and responsibilities of the Water Utility. He stated he has a very experienced staff. He also stated on a national level as the older experienced workers retire there has been a void created as fewer people are entering the water utility field. Bud discussed some possible options with the Board with regards to enticing new personnel to join the utility field.

Bud also stated his department continues to work on replacing ARB's (Automatic Readout Box) with ERT's (Electronic Radio Transmitter), which will help with reading. He stated that an example of installing Ert's is in the Kenwood Village section. This would normally take 3 days to read, but now that most of this section is ERT's, they can read it in a few hours.

Bud concluded by stating they continue to work on leak detection on a daily basis and the numbers are showing that. The Water Production for June was the lowest June period in 14 years.

Board Member Harper requested Executive Director Smith to proceed with his report.

Board Member Brown suggested that before they move on they should discuss Mr. Kennedy's bill.

A brief discussion ensued and a motion was made by Brown to reduce Mr. Kennedy's water bill to \$100.00. This motion was seconded by John DiMaio and vote carried: Ayes: Harper, Brown and John DiMaio voting yea.

He also thanked Bud Volkert for his report.

Smith continued by stating he has had several emails from Mr. Mulvihill regarding the water main project. Board Member Brown also indicated that he has reached out to Mr. Mulvihill.



Smith stated that Asset Management has been a major focus recently. He stated that by using developed data, the Authority is able to make more informed decisions regarding repairs and replacements of equipment and infrastructure. For example, water main breaks are tracked and geographically located on GIS mapping. Smith showed several maps to the Board. This information is invaluable in assisting the Authority in deciding the location of water main replacement projects.

Smith also confirmed that the paving has been completed in Diamond Hill.

Smith continued by stating that upon completion of the water main project, the Authority will continue to contribute funds to the Town of Hackettstown for full width curb to curb road paving.

Smith also stated that Bob Burd has begun the restoration work at 183 and 185 College View Drive and is doing a great job.

Members of the Board questioned Smith regarding the need for police presence on the Water Main Project when roads are closed. The costs were discussed. There was concern that having officers on site throughout the project would be very costly to the Authority. Smith stated that he would discuss this matter with Sergeant Tynan.

Smith concluded by stating that he and Pete Tynan attended the 60% meeting for M&M Mars Wastewater Treatment Plant construction project today. He suggested that now may be the time to work with Hatch Mott MacDonald on revising their agreement and possibly renegotiate.

Board Member Harper requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated the easement for Harvestone Farm has been forwarded to the Title Company for their review and once approved will be recorded.

Zaiter also stated the Insurance Adjusters would be meeting at the end of July regarding the claims for College View.

Project Engineer Klemm provided an update to the Board regarding the NJDOT Project. He confirmed that the bridge would be closed beginning on August 15th for approximately 10 days. He confirmed that a camera inspection was performed on the sewer interceptor in the area and everything looked good. Once the project is completed, another camera inspection would be performed on the sewer interceptor.

Board Member Harper requested whether anyone had business of a general nature to discuss.

Board Member Brown stated that he would be resigning his position on the HMUA Board effective July 16th due to a change of residence to the Town of Belvidere. He thanked everyone and stated that over the past 13 years it has been a very positive experience.



Many in attendance thanked Mr. Brown for his many years of outstanding service and his presence and contributions would be missed by the Board, Staff and HMUA customers.

There being no additional comments or discussion, Board Member Harper declared a motion to adjourn would be in order and was so moved by Brown, seconded by John DiMaio and followed by a unanimous voice vote.

Time – 10:15 P.M.

Bruce D. Smith
Executive Director & Secretary