



HMUA MINUTES

REGULAR  
MEETING OF

JULY 9, 2013

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING OF JULY 9, 2013  
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Vice Chairperson Harper at 8:00 P.M.

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

Also attending: Joan Greco, Counselor Zaiter, Projects Engineer David Klemm, Executive Director Smith, Deputy Director Perry and Recording Secretary Palma.

Vice Chairperson 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.

Vice Chairperson Harper led a salute of the United States Flag.

Vice Chairperson Harper indicated that approval of the June 11<sup>th</sup> Regular Meeting to be the next agenda item. On the advice of Counsel, the approval of the Regular Meeting and the Executive Session minutes will be deferred to the next meeting.

Vice Chairperson Harper opened the meeting to public participation and noted there were members of the public present.

Ms. Joan Greco approached the Board with regards to a recent bill she received for a leak which was detected while reading meters. She explained that a leak was detected outside by the meter pit. Total usage for the quarter was 1,848,080 gallons at a cost of \$9,489.92. She confirmed that the meter pit was installed back in September of 2012 when she a leak inside her unit. Ms. Greco stated that her current financial status does not permit her to pay a bill of this amount.

At this point, it was suggested that the Board convene into Executive Session.

Resolution #13-2945 was proposed by John DiMaio who moved its adoption.

BE IT RESOLVED, on this 9<sup>th</sup> day of July 2013, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss attorney client communication and potential litigation in Executive Session.

It is not possible, at this time, for the Authority to determine when and under what circumstances the above referenced items, which are to be discussed in Executive Session, can be publicly disclosed.

A motion to convene into Executive Session was made by John DiMaio and seconded by Jerry DiMaio. Ayes: Harper, John DiMaio and Jerry DiMaio.

THEREFORE, BE IT RESOLVED, on this 9<sup>th</sup> day of July 2013, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:15 PM.



John DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by Jerry DiMaio and all indicating approval at 8:29 PM. No formal action was taken during Executive Session.

Upon returning from Executive Session, Counselor Zaiter suggested to Ms. Greco that she work on getting the leak repaired and also she may wish to contact an attorney. Once she finds the source of the leak, the Board will be able to work with her. She thanked the Board for their time and exited the meeting.

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

Executive Director Smith confirmed that there were no change orders for this month.

Vice Chairperson Harper stated that Resolutions pertaining to financial transactions to be the next order of business.

The following Resolution #13-2946 was proposed by Jerry DiMaio who moved its adoption:

Resolution #13-2946A

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

Dated: June 14, 2013	OEA-1004	SL-14	\$151,538.44
Dated: June 28, 2013	OEA-1005	SL-15	<u>77,348.02</u>
		Total	\$228,886.46

Resolution #13-2946B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-368 be formally approved:

REQUISITION #CAF-368

Washington Township	Application Fee – Well 9	\$ 300.00
Washington Township	Professional Escrow Fee	350.00
Hatch Mott MacDonald	Engineering Services	<u>6,341.00</u>
	Total	\$6,991.00

Resolution #13-2946C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-187 be formally approved:

REQUISITION #RR-187

Hatch Mott MacDonald	Engineering Services	\$ 35,533.50
Reivax Contracting Corp.	Contract No. 40W	<u>239.87</u>
	Total	\$ 35,773.37

Resolution #13-2946D

BE IT RESOLVED, that the following Escrow Sub-Requisition #ESR-233 be formally approved:



REQUISITION #ESR-233

Hatch Mott MacDonald	CVS	\$ 754.00
Hatch Mott MacDonald	NJDOT Rt. 46 Bridge	<u>459.00</u>
	Total	\$ 1,213.00

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

Vice Chairperson Harper stated the next agenda item was discussion and possible action to award Contract No. 42WS for Claremont Well No. 8 Generator and WPCP Generator Interconnection.

After a brief discussion, the following Resolution #13-2947 was proposed by John DiMaio who moved its adoption:

WHEREAS, subsequent to the proper advertisement, four (4) sealed bids for Contract No. 42WS Claremont Well No. 8 Generator and WPCP Generator Interconnection were received and read aloud at a public bid opening on July 9, 2013 at 10:00 AM at the HMUA Jacob Garabed Administrative Building; and,

WHEREAS, it has been determined that the lowest responsible bid was received from MBE Mark III Electric Inc. of Madison, New Jersey in an anticipated value of \$295,070.00; therefore,

BE IT RESOLVED, that the base bid for Contract 42WS Claremont Well No. 8 Generator and WPCP Generator Interconnection be awarded to MBE Mark III Electric Inc. of Madison, 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: Harper, John DiMaio and Jerry DiMaio voting yea.

At this point, Vice Chairperson Harper requested Deputy Director Perry to proceed with his report.

Deputy Director Perry began by stating that 60% of the design phase has been completed for the water main project on Arthur Terrace and College View. Comments were submitted to Hatch Mott MacDonald on July 5<sup>th</sup>.

Perry also stated the new 8" water main on Sharp Street has been pressure tested and the service connections are being done at the present time.

Perry continued by stating turbidity samples were taken at Well #8 by an outside Lab as per the DEP request and all results were good.

Perry also stated the Wendell LaDue Utility Safety Award will be presented to the Authority by the New Jersey Section of the AWWA at the fall meeting in October.



Perry continued by stating he is currently reviewing the Hydraulic Model report submitted by HMM. He stated that while working on the report it was determined that there was a closed valve on High Street.

Perry concluded by stating the Authority will be going out to bid for the Well No. 9 project and receipt of bids will be on August 9<sup>th</sup>.

Upon completion of the Deputy Director's report, Vice Chairperson Harper requested the Executive Director to proceed with his report.

Executive Director Smith stated he met with Jeff Fiedler this morning and reviewed documents regarding the reservoir properties and he confirmed the auction was set for September 21, 2013.

Smith also stated he received a letter from Heath Village asking for a waiver in the interest charge on their account. Smith confirmed the total interest charged was \$273.08.

A motion was made by John DiMaio to waive the interest charge of \$273.08, being seconded by Jerry DiMaio, and upon roll call vote carried: Ayes: Harper, John DiMaio and Jerry DiMaio voting yea.

Smith concluded by stating that the Judge issued a ruling that Josephine Palmer was not liable and won her portion of the case against All Seasons Property. Smith also confirmed that the Authority still has not received the document from the Judge releasing them from the case. He confirmed that he would continue to follow up with the attorney.

Vice Chairperson Harper requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he had nothing further to report.

Vice Chairperson Harper requested whether anyone had business of a general nature to discuss.

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

Time – 8:55 P.M.

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Bruce D. Smith  
Executive Director & Secretary