



HMUA MINUTES

REGULAR
MEETING OF

AUGUST 12, 2014

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING AUGUST 12, 2014

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kelly at 8:00 P.M. Chairperson Kelly 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: Kelly, Jerry DiMaio, John DiMaio.

Also attending: Counselor John Megjugorac, Henry Riewerts, Jeff Goll, Counselor Zaiter, Projects Engineer Klemm, Executive Director Smith, Pete Tynan and Recording Secretary Palma.

Chairperson Kelly led a salute of the United States Flag.

Chairperson Kelly indicated that approval of the July 8th Regular Meeting to be the next agenda item. It was indicated by Counsel that this item should be deferred until next meeting.

Chairperson Kelly opened the meeting to public participation and noted that there were members of the public present.

John Megjugorac, an attorney representing Ms. Greco, approached the Board. He stated that a letter was forwarded to the Authority yesterday, and at this time, he would like to withdraw it. He stated that Ms. Greco is not in the position at this time to pay \$4,000.00 for the leak that occurred on her property. He confirmed that she is currently in litigation over the repairs and financially cannot afford the outstanding water bill. He suggested that an affordable payment from Ms. Greco would be \$1,000.00.

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

Chairperson Kelly stated he would entertain a motion to convene into Executive Session.

Resolution #14-3013 was proposed by John DiMaio who moved its adoption.

BE IT RESOLVED, on this 12th day of August, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss 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: Kelly, Jerry DiMaio and John DiMaio.



THEREFORE, BE IT RESOLVED, on this 12th day of August 2014, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:10 PM.

Jerry DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by John DiMaio and all indicating approval at 8:20 PM. No formal action was taken during Executive Session.

Upon returning from Executive Session, Chairperson Kelly stated he would entertain a motion to approve a settlement for payment with Ms. Greco.

A motion was made by John DiMaio to authorize the Authority to accept payment in the amount of \$1,000.00 as settlement for the leak at Ms. Greco's property. This motion was seconded by Jerry DiMaio and upon roll call vote carried: Ayes: Kelly, Jerry DiMaio and John DiMaio voting yea.

John Megjugorac thanked the Board and exited the meeting.

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

Executive Director Smith explained that emergency Change Orders were authorized in February and April for a total amount of \$633,000 for the additional water main replacement in the College View area.

After a brief discussion, the following Resolution #14-3014 was proposed by John DiMaio who moved its adoption.

WHEREAS, due to sinkholes in the College View area, it was suggested that additional water main be replaced under Contract #43W to ensure the safety of the residents; therefore,

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority had previously authorized these Change Orders and has verified the amounts are correct under Resolution #14-2992 and #14-2998 in a total amount of \$633,000.

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

Engineer Klemm explained additional curb valves were located in the concrete sidewalks in the College View Section. 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 #14-3015 was proposed by Jerry 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 #3 to Contract #43W in the amount of \$672.00 for material, labor and



equipment associated with furnishing and installing concrete sidewalks in the College View area.

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

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

The following Resolution #14-3016 was proposed by Jerry DiMaio who moved its adoption:

Resolution #14-3016A

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

Dated: July 11, 2014	OEA-1032	SL-16	\$148,966.71
Dated: July 25, 2014	OEA-1033	SL-17	<u>84,442.04</u>
		Total	\$233,408.75

Resolution #14-3016B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-381 be formally approved:

REQUISITION #CAF-381

AmeriGas	1000 UG Tank/Fittings	\$ 2,990.00
DeMaio Electrical Co.	Contract 41W (#7)	41,860.70
Hatch Mott MacDonald	Engineering Services	2,500.00
TGM Services	Gas Piping to Boiler	1,774.27
Tilcon New York Inc.	Sand for Propane Tank	<u>616.63</u>
	Total	\$ 49,741.60

Resolution #14-3016C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-200 be formally approved:



REQUISITION #RR-200

Gaithersburg Equipment Co.	New Holland Back Hoe	\$ 78,329.00
Hatch Mott MacDonald	Engineering Services	1,943.60
Hertrich Fleet Services	2014 Jeep Patriot	17,093.00
Howard Burd & Son's	183/185 College View	26,140.00
Reivax Contracting Corp.	Contract No. 43W (#7)	286,276.85
Route 23 Auto Mall	2014 Ford F-150	18,241.25
Spartan Tool LLC	Sewer Line Camera Parts	2,461.19
Water Works Supply Co.	Meter Pits	<u>2,283.18</u>
	Total	\$ 432,768.07

Resolution #14-3016D

BE IT RESOLVED, that the following Escrow Sub-Requisition #ESR-244 be formally approved:

REQUISITION #ESR-244

Hatch Mott MacDonald	ALL SEASONS	\$ 976.00
Hatch Mott MacDonald	CVS	777.50
Hatch Mott MacDonald	JADE	510.00
Hatch Mott MacDonald	NJDOT Rt. 46 Bridge	<u>732.50</u>
	Total	\$ 2,996.00

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

Chairperson Kelly stated the next agenda item was discussion and possible action regarding the Upper Mine Hill Reservoir Dam Study and reservoir property.

At this time, Chairperson Kelly recognized Jeff Goll of Princeton Hydro. Jeff stated that Princeton Hydro has been working with the Authority to establish the classification on the Upper Mine Hill Reservoir Dam. He confirmed that the dam was built more than 80 years ago. He continued with a presentation explaining the different classifications in which a dam can be rated. He feels the dam would be rated by the NJDEP as a class 2 or 3. It was rated as a class 3 many years ago by the Army Corps of Engineers. He explained the possibility of a three dimensional analysis being performed, but, however, there is no guarantee that such an analysis would show compliance. He explained different options with the Board as to how they can decommission the dam. A lengthy conversation ensued with all Board Members participating. Other suggestions were made by the Board as to how they could possibly decommission the reservoir dam. Jeff suggested doing a flow chart to see what direction the Authority might possibly want to pursue.



The Board thanked him for his time and Jeff exited the meeting.

Chairperson Kelly stated the next agenda item was discussion and possible action to authorize the sale of used equipment.

The following Resolution 14-3017 was proposed by Jerry DiMaio who moved its adoption.

WHEREAS, the Hackettstown Municipal Utilities Authority is the owner of certain surplus property which is no longer needed for public use; and,

WHEREAS, the Board Members are desirous of selling said surplus property in an “as is” condition without express or implied warranties,

NOW, THEREFORE, be it resolved by the Hackettstown Municipal Utilities Authority, as follows:

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the HMUA.
2. The sale will be conducted online and the address of the auction site is www.govdeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2008-9.
4. Listed below is the surplus property to be sold.
 - 1999 - Ford F150 Pick Up – VIN # 1FTRF 17W4X NB011 90
 - 1997 – Ford F250 Pick Up – VIN # 1FDHF 26H6V EB089 01
 - 2004 – Ford Ranger Pick Up – VIN # 1FTYR 10U64 PB272 22
 - 1997 – New Holland Backhoe – Cert. # 291I0995-292I0995
5. The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. The HMUA reserves the right to accept or reject any bid submitted.

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

Chairperson Kelly requested the Sewer Utility Superintendent to proceed with his report.

Pete Tynan began by giving an overview of the sewer utility staff. He stated that he currently holds S4 and CN NJDEP licenses and that Mike Brady holds S3 and C3 classifications. He confirmed that Mike just took the test for the S4 and Artie for the C1. They are both waiting for the results.

Pete stated that the Sewer Utility treats an average of 2.2 million gallons per day through physical, biological and chemical treatment processes at the plant.



Pete continued by stating that the facility has 38 pumps, a clarifiers, sludge thickening equipment, and an Anaerobic Sludge Digester, which are maintained by the staff. He confirmed that the Authority previously implemented the cloud based E-Maint computerized maintenance management system. The system automatically forwards emails informing the Utility of tasks that need to be performed. The equipment assets have links to specific equipment maintenance manuals.

Pete also stated within the collection system they maintain 4 pump stations and approximately 100 miles of gravity sanitary sewers. He stated that they are continually attempting to video the entire collection system, development by development.

Pete stated they recently had NJDEP personnel walking tour of the facility. The tour was related to the next 5 year renewal of the NJPDES permit.

Pete continued by stating so far this year they have conducted four tours of the facility for schools and college groups.

Pete also stated that he and Bruce have attended several meetings with Mars regarding the new treatment system they are looking to install.

Pete stated that the staff continues working on the installation of the propane tank for the new digester boiler. He confirmed that to date they have performed 70 video inspections of homes associated with the water main project. He also stated that they continue to help Hackettstown DPW and Mansfield DPW with the Sewer Jet and sewer camera work.

Pete concluded by stating that if there was anything that the Board would like him to report on to please feel free to contact him.

Chairperson Kelly requested Executive Director Smith to proceed with his report.

Executive Director Smith began by stating that Pete and his staff have many tools to work with and they continually use them efficiently and take very good care of their equipment.

Smith reported that the Water Production for the month of July was the lowest since 2009. He confirmed that the leak detection efforts have showed results.

Smith continued by stating he has begun working with Pete and Bud on the Capital Budgets for the coming year. He confirmed that the generator project has been completed at the Water Pollution Control Plant (WPCP) and Claremont Well #8. A new Digester Boiler is currently being installed at the WPCP Digester Building. He stated that some projects for the Water Utility could possibly include replacing aged water meters and the replacement of water mains in portions of the HMUA service area. Smith stated that the Capital Budget would be forwarded to the Board before the next meeting for their review. He also confirmed that funds would be incorporated into the budget for paving in Hackettstown.



Smith also stated he is currently reviewing a letter from Hatch Mott MacDonald for M&M Mars.

Smith also stated Debbie and he are currently working with a test site for a new utility billing system. The cloud based system will allow customers to view their account information online.

Smith continued by stating that all the sinkhole remediation work has been completed at 183/185 College View Drive.

Smith concluded by stating the Water Main Project has been shut down and another meeting was held. The meeting was attended by himself, Counselor Zaiter, the contractor, the Mayor and other Town officials to discuss their disappointment in the performance of the contractor. He stated that the contractor continues to perform roadway restoration work in College View. He also stated that a sewer line was broken on Arthur Terrace, which caused damage to a home. He confirmed that Reivax was previously requested to submit a claim to their insurance carrier. Smith stated that approximately \$25,000 was held back from the payment due to needed road restoration work and the sewer backup damage to the home on Arthur Terrace.

Chairperson Kelly requested Counselor Zaiter to proceed with his report. Counsel Zaiter stated he had nothing further to add.

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

Engineer Klemm began by thanking the Board for all their help under Contract #43W. He stated this has been a trying project for all involved. Dave had forwarded a letter to the Board for additional Engineering fees associated with the project. A lengthy discussion ensued with all Board Members participating and it was decided to table this until the next meeting to give the Board more time to review the matter.

There being no additional comments or discussion, Chairperson Kelly 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 – 10:15 P.M.

Bruce D. Smith
Executive Director & Secretary