



HMUA MINUTES

REGULAR  
MEETING OF

OCTOBER 13, 2015

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING OCTOBER 13, 2015

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Harper at 7:30 P.M. 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.

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

Also attending: John Scheri of Hatch Mott McDonald, Counselor Zaiter, Projects Engineer Klemm, Executive Director Smith and Recording Secretary Palma.

Chairperson Harper led a salute of the United States Flag.

Chairperson Harper indicated that approval of the minutes of the September 8<sup>th</sup> Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Kelly with Harper, Jerry DiMaio and Kuster voting yea and Kelly abstaining.

Chairperson Harper indicated that approval of the September 8<sup>th</sup> Executive Session to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Kelly with Harper, Jerry DiMaio and Kuster voting yea and Kelly abstaining.

Chairperson Harper indicated that approval of the September 23<sup>th</sup> Special Meeting Minutes to be the next agenda item. A motion to approve the minutes was made by Kelly, being seconded by Kuster with Harper, Jerry DiMaio, Kelly and Kuster voting yea.

Chairperson Harper indicated that approval of the September 23<sup>th</sup> Executive Session to be the next agenda item. A motion to approve the minutes was made by Kelly, being seconded by Jerry DiMaio with Harper, Jerry DiMaio, Kelly and Kuster voting yea.

Chairperson Harper opened the meeting to public participation and noted that there were no members of the public present.

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

Executive Director Smith acknowledged that there were no change orders.

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



The following Resolution #15-3088 was proposed by Kelly who moved its adoption:

Resolution #15-3088A

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

Dated:	September 04, 2015	OEA-1062	SL-20	\$129,816.40
Dated:	September 18, 2015	OEA-1063	SL-21	<u>93,183.56</u>
			Total	\$223,548.32

Resolution #15-3088B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-394 be formally approved:

REQUISITION #CAF-394

VEGA Americas, Inc.	Chemical Level Detector-Well 9	\$ <u>2,418.16</u>
	Total	\$ 2,418.16

Resolution #15-3088C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-213 be formally approved:

REQUISITION #RR-213

NJDOT	Inspection Fee (Rt. 46)	\$ 1,500.00
Morris Cty. Soil Conservation	WPCP Modifications Fee	1,350.00
Delaware River Basin	WPCP Modifications Fee	1,500.00
Acrison	Polymer Feed Equipment	17,500.00
Fisher Electrical Contractors	Polymer System Electric	6,709.21
HD Supply Waterworks, Ltd.	Hydrant	6,550.00
Scales Industrial Tech. of NJ	Air Compressor	3,663.22
TGM Services	Polymer System Piping	1,574.75
Town of Hackettstown	2015 Milling/Paving	<u>309,184.90</u>
	Total	\$ 349,532.08

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

Chairperson Harper stated the next agenda item was discussion and possible action to approve Water and Sewer Utility Budgets.

It was suggested that this agenda item be deferred to later in the meeting.

John DiMaio entered the meeting.

Chairperson Harper requested the Water Utility Superintendent to proceed with his report.

Bud Volkert began by stating that leak detecting has been slow this month due to the fact that the loggers have been out for repairs. He stated that the Authority had three water main breaks and three service leaks since the July Meeting.



Bud also stated that in reviewing the usage from last year at this time it seem to be very similar to this year.

Bud continued by stating the Water Utility is moving forward with the extension of the water main down to Hazen Road. He confirmed that all the material has been ordered.

Bud also stated that they are continuing with the replacement of old water meters and are averaging around 4 meters a day.

Bud concluded by stating the 1.0 MG storage tank that supplied M&M Mars with fire protection has been shut down and M&M Mars is being provided with fire protection from the main water system.

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

Executive Director Smith began by stating he received a letter from the owner of 14 Ridge Street. Smith explained that he had a leak on his side of the curb box and was informed on how the repairs need to be completed. As indicated in Mr. Formica's letter, he stated that the plumbing inspector approved his repairs. Smith stated he had explained to Mr. Formica that the Rules and Regulations of the Authority state that if one continuous piece of copper is not used, a meter pit must be installed. Smith also confirmed that he offered Mr. Formica assistance from the HMUA to guide him through the installation of the meter pit. He also stated that he told Mr. Formica that they would supply the meter pit at cost.

The Board was in agreement that Mr. Formica must follow the Rules and Regulations of the Authority. They suggested that Executive Director Smith forward him a Notice of Violation giving him 10 days to make the repairs and, if the repairs are not completed, he will be assessed a penalty of \$100 per day until this problem is corrected.

Upon completion of the Executive Director's report, Chairperson Harper requested Projects Engineer Klemm to proceed with his report. Engineer Klemm introduced John Scheri. Mr. Scheri began by thanking the Board for their time. He stated that recently they have worked on two difficult projects and have spent many hours reviewing plans and working with the contractors. He stated that Hatch Mott MacDonald has submitted change orders for Engineering Services. Mr. Scheri explained that the cost increase was due to more hours and engineering reviews. Mr. Scheri stated that the proposed cost increase for the Well #9 project would be \$31,432, and for the Arthur Terrace project, the increase is \$157,500.

A lengthy discussion ensued with all Board Members participating. The Board was concerned that additional charges may have been actually caused by poor performance by Hatch Mott MacDonald personnel. The Board also stated that the Authority spent many hours meeting with the contractors and also meeting with the residents. They also stated that the contractor working on the Arthur Terrace project caused three water main breaks by using a Rammax vibratory compactor in



close proximity to the old water main. The Board agreed that they would need more time to review all the details.

Chairperson Harper requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he nothing further to report at this time.

Debbie Palma exited the meeting.

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

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

Resolution #15-3089 was proposed by John DiMaio who moved its adoption.

BE IT RESOLVED, on this 13<sup>th</sup> day of October 2015, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss Personnel matters and contract negotiations 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 Kelly. Ayes: Harper, Jerry DiMaio and Kuster.

THEREFORE, BE IT RESOLVED, on this 13<sup>th</sup> day of October 2015, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 9:20 PM.

John DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by Kelly and all indicating approval at 10:23 PM. No formal action was taken during Executive Session.

Chairperson Harper entertained discussion regarding the Water and Sewer Utility Budgets. Based upon the discussion it was determined that additional information is necessary for Board review. Director Smith was requested to gather the additional information as quickly as possible and schedule a Special Meeting as soon as possible.

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

Time – 10:28 P.M.

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Bruce D. Smith  
Executive Director & Secretary