



HMUA MINUTES

REGULAR
MEETING OF

MARCH 23, 2010

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING OF MARCH 23, 2010
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Brown at 8:06 P.M.

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

Also attending: Counselor Zaiter, Engineer David Klemm, Executive Director Smith and Recording Secretary Palma.

Chairperson Brown 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.

Chairperson Brown led a salute of the United States Flag.

Chairperson Brown indicated that approval of the February 9, 2010 Annual Meeting to be the next agenda item. Chairperson Brown indicated that a correction should be made to page 1 to indicate that Counselor Zaiter acknowledged receipt of Resolution appointing William Harper to the HMUA Board. A motion to approve the corrected minutes was made by Kelly, being seconded by Jerry DiMaio with Brown, Kelly, John DiMaio, Jerry DiMaio and Harper voting yea.

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

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

The following Resolution #10-2708 was proposed by John DiMaio who moved its adoption:

Resolution #10-2708A

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

Dated:	February 12, 2010	OEA-917	SL-06	\$139,379.35
Dated:	February 26, 2010	OEA-918	SL-07	<u>84,204.32</u>
			Total	\$223,583.67

Resolution #10-2708B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-327 be formally approved:

REQUISITION #CAF-328

Treasurer, State of NJ	Redesignate Claremont Well	\$ 250.00
AECOM	Engineering Services	19,709.46
Hatch Mott MacDonald	Engineering Services	3,038.11
T & T Plumbing	Labor & Material	<u>11,273.00</u>
	Total	\$ 19,709.46



Resolution #10-2708C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-147 be formally approved:

REQUISITION #RR-147

Halliday Products, Inc.	Telescoping Valves	\$ 3,085.52
Miller Energy, Inc.	Autodialer - WFP	3,865.00
O'Brien & Gere Eng., Inc.	Engineering Services	10,845.00
Water Works Supply Co.	5/8" Meter	<u>3,223.75</u>
	Total	\$ 21,019.27

Resolution #10-2708D

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-198 be formally approved:

REQUISITION #ESR-198

Allan Bradbury	PANDAN - Refund	\$ 208.15
Hatch Mott MacDonald	CENTENARY	2,221.00
Hatch Mott MacDonald	WAL-MART	2,691.05
Otto Klindt	KLINDT - Refund	<u>100.00</u>
	Total	\$ 5,220.20

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

Chairperson Brown stated the next agenda item was discussion and possible action to appoint an Engineering Firm to conduct the Chemically Enhanced Phosphorus Removal Study.

After a brief discussion, the following Resolution # 10-2709 was proposed by Jerry DiMaio who moved its adoption.

WHEREAS, proposals were requested from several engineering firms and the proposal received from O'Brien & Gere was the lowest cost of the proposals received; and

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

1. That the appointment of the firm O'Brien & Gere to render engineering services to the Authority to conduct a study to meet the requirements of the State on removal of Chemically Enhanced Phosphorus in accordance with their February 9, 2010 proposal along with clarification provided in a February 9, 2010 email, is herewith authorized without public bidding.
2. The term of said appointment shall be to March 23, 2011, or until such time as the completion of the study.
3. That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.



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

The next agenda item as noted by Chairperson Brown was the discussion and possible action to award Contract No. 37S for Water Pollution Control Plant Improvement.

The following Resolution #10-2710 was proposed by Kelly who moved its adoption:

WHEREAS, subsequent to the proper advertisement, three (3) sealed proposals for the Water Pollution Control Plant Improvements were received and read aloud at a public bid opening on March 11, 2010 at 2:00 PM at the HMUA Jacob Garabed Administration Building; and,

WHEREAS, it has been determined that the lowest bid was received from Spectraserv, Inc. of South Kearny, NJ; therefore,

BE IT RESOLVED, Contract 37S for the Water Pollution Control Plant Improvements be awarded to Spectraserv, Inc. of South Kearny, NJ and the Executive Director is hereby authorized to execute the necessary contract documents.

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

Chairperson Brown stated the next agenda item was discussion and possible action to appoint an Engineering Firm to provide construction administration services for Contract No. 37S Construction Administration Services.

Engineer Klemm exited the meeting.

After a brief discussion the following Resolution #10-2711 was proposed by John DiMaio who moved its adoption:

WHEREAS, proposals were requested from several engineering firms and the proposal received from Suburban Consulting was the lowest cost of the proposals received; and

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Hackettstown Municipal Utilities Authority as follows:

1. That the appointment of Suburban Consulting to render engineering services to the Authority to assist in the Construction Administration Services for Contract No. 37S in accordance with their March 19, 2010 proposal, is herewith authorized without public bidding.
2. The term of said appointment shall be to March 23, 2011, or until such time as the completion of the project.
3. That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

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



Chairperson Brown stated the next agenda item was discussion and possible action to appoint an Engineering Firm to conduct the Lower Mine Hill Reservoir Dam Removal Design and Permitting.

After a lengthy discussion, the following Resolution #10-2712 was proposed by Jerry DiMaio who moved its adoption:

WHEREAS, proposals were requested from several engineering firms and the proposal received from Princeton Hydro, LLC was the lowest cost of the proposals received; and

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

1. That the appointment of Princeton Hydro, LLC to render engineering services to the Authority to conduct the Lower Mine Hill Reservoir Dam Removal Design and Permitting in accordance with their March 22, 2010 revised proposal, is herewith authorized without public bidding.
2. The term of said appointment shall be to March 23, 2011 or until such time as the completion of the Lower Mine Hill Reservoir Dam Removal Design and Permitting.
3. That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star- Gazette pursuant to N.J.S.A. 40:11-2.

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

Engineer Klemm returned to the meeting.

Chairperson Brown stated the next agenda item was discussion and possible action to authorize Bidding of Contract No. 38W Water System Improvements Phase IV.

Executive Director Smith explained that the prior upgrades to the water distribution system has improved water quality, improved fire flow have also helped the Town of Hackettstown to obtain a higher ISO rating and road restoration funds have helped the Town of Hackettstown provide excellent permanent paving solutions on the roadways associated with the improvement projects.

After a brief conversation, the following Resolution #10-2713 was proposed by Kelly who moved its adoption:

WHEREAS, O'Brien & Gere Engineering were previously authorized to prepare the plans and specifications for the bidding of the Water System Improvements Phase IV; therefore,

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority hereby authorizes the advertisement for the acceptance of bids for the Water System Improvements Phase IV project.

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

Chairperson Brown stated the next agenda item was discussion and possible action to grant Tentative Approval for Water Utility Service for the Stephens State Park project.



After extensive discussion on this matter, the following Resolution #10-2714 was proposed by Kelly who moved its adoption:

WHEREAS, NJDEP, Division of Parks and Forestry, has requested Tentative Approval for water utility service for Stephens State Park in the Town of Hackettstown; and,

WHEREAS, the application and project plans have been reviewed and approved as detailed in Hatch Mott MacDonald's October 26, 2009 letter and are in accordance with Authority's Rules and Regulations; therefore,

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority herein grants Tentative Approval for the Stephens State Park project and the Executive Director is authorized to reserve sufficient water capacity for the project.

This Resolution was seconded by John DiMaio and upon roll call vote carried: Ayes Brown, Kelly, John DiMaio and Harper. Jerry DiMaio voted no.

At this point, Chairperson Brown requested the Executive Director to proceed with his report.

Executive Director Smith began by stating he has a meeting scheduled with GovDeals to discuss the option of online auctions of the Authority's unused equipment. He stated he would report back to the Board at the next meeting.

Smith also stated that a New Jersey Office of Clean Energy Partner has been reviewing the lighting, air conditioning and heating equipment for inclusion in the Direct Install program. The program provides for 80 percent of the cost of improvements. The Authority would pay only 20 percent. Lighting changes would include conversion of existing T-12 fluorescent lighting to more efficient T-8 lighting.

Smith also stated that the Office of Clean Energy approved the Solar Project. Smith stated also stated that Helio Sage Solar has a Tentative Meeting scheduled with the Washington Township Planning Board for April 12th. Smith will also be attending.

Smith continued by stating the he has been working with HelioSage to do a press release on the project. He expects that the Press Release will be issued tomorrow.

Smith also stated that he has been contacted by a representative of the Independence Municipal Utilities Authority (IMUA) with regard to the HMUA providing operations services for their two small water systems. IMUA currently utilizes a part time operator at a total annual cost of approximately \$10,000. Smith explained that their part-time operator is retiring. He also stated that one of the Authority's employees might be interested in doing the job. This was discussed in some detail with Board Members requesting additional time to review this matter.

Smith also stated that he attended the deposition of Robert Burd regarding the Dorlan lawsuit.

Smith concluded by stating that the Authority has received a request from an employee of the Division of Inspection, Meter & Service requesting a transfer to the Sewer Utility. Smith stated that since there has been such a slowdown in inspection work and less work associated with operating the Water Filtration Plant, this might be a good idea. There were no objections to the proposed move.

Noting the completion of the Executive Director's report, Chairperson Brown requested Counselor Zaiter to proceed.



Counselor Zaiter stated he had nothing further to add.

Chairperson Brown then requested the Projects Engineer to proceed with the Engineer's report. Projects Engineer Klemm discussed the report, which was submitted to the Board prior to the meeting (attached).

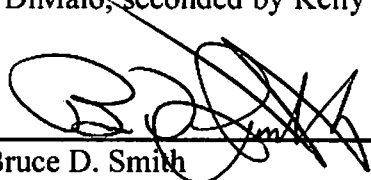
Chairperson Brown requested whether anyone had business of a general nature to discuss.

Chairperson Brown questioned if there would be any issues with the closure of the Newburg Road Bridge. Smith stated that for some deliveries they would just have to stay on Route 57 and come back around. This may take a little longer but should not cause a problem. There may also be some traffic delays associated with employees coming to and from the Water Pollution Control Plant.

Vice Chairperson Kelly questioned whether there has been any increase flow problems at the Wastewater Plant because we have had so much rain. Smith stated that flows were significantly higher but has not caused any operational problems.

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

Time – 10:23 P.M.



Bruce D. Smith
Executive Director & Secretary