



REGULAR  
MEETING OF

MAY 08, 2012

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



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JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kelly at 8:02 P.M.

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

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

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.

Chairperson Kelly led a salute of the United States Flag.

Chairperson Kelly indicated that approval of the April 10, 2012 Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Brown being seconded by Harper with Kelly, Harper and Brown voting yea.

Board Member John DiMaio entered the meeting.

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

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

It was noted that they were no project Change Orders.

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

The following Resolution #12-2868 was proposed by Harper who moved its adoption:

**Resolution #12-2868A**

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

Dated:	April 06, 2012	OEA-973	SL-10	\$141,425.88
Dated:	April 20, 2012	OEA-974	SL-11	<u>110,563.89</u>
			Total	\$251,989.77

**Resolution #12-2868B**

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-354 be formally approved:

REQUISITION #CAF-354

Treasurer, State of NJ	Well Const. Improvement	\$ 1,000.00
Hatch Mott MacDonald	Engineering Services	<u>3,318.00</u>

Total \$ 4,318.00



Resolution #12-2868C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-173 be formally approved:

REQUISITION #RR-173

ATS Environmental Svcs.	Overfill Prevention Valves	\$	4,990.20
CDM Smith	Engineering/Energy Reduction		5,080.00
Eastern M.S. Inc.	Stainless Steel Fabrication		<u>1,950.00</u>
	Total	\$	12,020.20

Resolution #12-2868D

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-224 be formally approved:

REQUISITION #ESR-224

Hatch Mott MacDonald	HACKHONDA	\$	862.50
Hess Corporation	HESSCORP - Refund		409.00
K. Hovanian	HIDDENHIL2 - Refund		<u>3,267.98</u>
	Total	\$	4,539.48

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

Chairperson Kelly stated the next agenda item was discussion and possible action to appoint a firm to perform engineering services for a proposed water transmission main project.

After a brief discussion, the following Resolution #12-2869 was proposed by Brown who moved its adoption.

WHEREAS, the Hackettstown Municipal Utilities Authority has a need to acquire engineering services for a proposed water transmission main project, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, proposals were requested from several engineering firms and the proposal received from Hatch Mott MacDonald was the lowest cost of the proposals received; and,

WHEREAS, the Authority has determined that the amount exceeds \$17,500; therefore,

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

1. That the appointment of Hatch Mott MacDonald to render engineering services to the Authority for a proposed water transmission main project in accordance with their May 2, 2012 proposal, is herewith authorized without public bidding.



2. The said payment to Hatch Mott MacDonald shall not exceed \$78,900.
3. The term of said appointment shall be until such time as the work detailed in the proposal has been completed.
4. That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution pursuant to N.J.S.A. 40:11-2

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

Chairperson Kelly stated the next agenda item was discussion and possible action to adopt a Resolution consenting to the proposed Water Quality Management (WQM) Plan amendment titled: Washington Township (Morris) Wastewater Management Plan.

Executive Director Smith reported that a conference call was held earlier today. The participants included Deputy Director Perry, Dave Klemm and Kevin O'Brien (Hatch Mott MacDonald), Counselor Zaiter and himself. Discussions concerning the projected flows and the effect these flows would have on the Authority were discussed.

After a lengthy discussion, the following Resolution #12-2870 was proposed by John DiMaio who moved its adoption:

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has received a request to issue a written statement of consent for the proposed amendment to the Township of Washington Wastewater Management Plan (Program Interest No. 435437- Activity No. WMP120002); and,

WHEREAS, the Town of Hackettstown Municipal Utilities Authority Board Members, staff and consultant have reviewed the proposed Amendment; and,

NOW THEREFORE, BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority thanks the NJ Department of Environmental Protection and the Township of Washington for the opportunity to review the proposed Amendment to the Township of Washington Wastewater Management Plan and further state that the Authority has no comments on the proposed Amendment.

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

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

Perry began by stating he contacted Morris County OEM regarding the FEMA reimbursement from the storm in October and is waiting for a return call.

Perry also stated he has been in contact with Brent Slyker of the Mansfield DPW concerning the replacement of the water main and advised him of the scope of work to be done in Diamond Hill.



Perry confirmed that the supplies for the replacement of the water main on First Street have arrived and the work should begin within the next few days weather permitting.

Perry also stated he has received three proposals for Well #8, the lowest being Samuel Stothoff. He stated he would keep the Board informed and is awaiting the update on the WAP and the construction permit before proceeding.

Perry continued by stating he has begun the review of the previous work done on the Well #9 design, and will determine what still needs to be done.

Perry also stated that due to the Demand Response a new VFD will be installed on Well #6. This will enable the Well to be shut down easily and will help with pressure surges once the Well is turned back on.

Perry concluded by stating Fire Hydrant flushing will begin on May 13<sup>th</sup> and the Hydrant flushing sequence has been posted on the HMUA Website.

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

Smith also stated the Digester Mixer Performance testing was completed on May 4<sup>th</sup> and we should have the results shortly.

Smith stated that the pre-trial conference for the All Seasons litigation was scheduled for May 4<sup>th</sup>. Smith was told that after making the attorneys wait for more than an hour, the Judge cancelled the conference and it would be rescheduled. Smith also reported regarding a certification by Mrs. Palmer, the prior owner of the property. Smith stated once he receives a copy of the letter he would forward it to the Board Members.

Smith also stated a letter has been forwarded to the property owner of the old Bergen Tool putting them on notice to repair the leaks in the building no later than May 21<sup>st</sup> or penalties may be imposed.

Smith stated that he received an email from a customer informing him about a Hackettstown Life blog discussing the fluoridation of the HMUA water supply. He asked whether the Board would like him to respond regarding HMUA's policy with regard to fluoridation. The Board responded in the affirmative.

Smith continued by stating that Lake Hopatcong's outlet flow to the Musconetcong River has been reduced from 12 to 8 cubic feet per second (cfs) on April 12<sup>th</sup>.

Smith also stated that JIF Insurance requested that certain updates be incorporated into the Personnel Policies. Draft revisions will be forwarded to the Board prior to the next meeting.

Smith concluded by stating that the Authority may again wish to consider selling the reservoir property once the modified Water Allocation Permit is issued and approved. Limited discussion continued on this matter.



Chairperson Kelly requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he reviewed the letter from Kaplan Companies regarding the additional reduction in their Bonds. He stated he does not agree and would prefer the Board review this in more detail and discuss it at the next meeting.

Counselor Zaiter stated that he has spoken with the attorney representing Harvestone Farms and they have suggested that replacing the water pipe would cost approximately \$15,000. Additional discussion occurred on this matter.

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

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

Time – 10:05 P.M.

A handwritten signature in black ink, appearing to read 'B. D. Smith', is written over a horizontal line.

Bruce D. Smith  
Executive Director & Secretary