



HMUA MINUTES

REGULAR  
MEETING OF

JUNE 8, 2010

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING OF JUNE 8, 2010  
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Vice Chairperson Kelly at 8:01 P.M.

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

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

Vice 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.

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

Vice Chairperson Kelly indicated that approval of the May 11, 2010 Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Harper with Jerry DiMaio and Harper voting yea and Kelly abstaining.

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

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

The following Resolution #10-2724 was proposed by Harper who moved its adoption:

**Resolution #10-2724A**

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

Dated:	May 07, 2010	OEA-923	SL-12	\$83,399.74
Dated:	May 21, 2010	OEA-924	SL-13	<u>152,354.45</u>
			Total	\$235,754.19

**Resolution #10-2724B**

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-331 be formally approved:

REQUISITION #CAF-331

Hatch Mott MacDonald	Engineering Services	\$	<u>455.00</u>
	Total	\$	455.00

**Resolution #10-2724C**

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-150 be formally approved:



**REQUISITION #RR-150**

Office Natural Lands Mgt.	Database Search	\$ 70.00
Treasurer, State of NJ	Land Use Reg. Application	1,000.00
Hose Warehouse	Hose for Sewer Jet	1,487.00
O'Brien & Gere	Engineering Services	14,010.00
Princeton Hydro, LLC	Lower Mine Brook Res. Dam	1,279.50
Pumping Services	Motor Alignment: Mt. Olive	1,443.40
Suburban Consulting Eng.	Engineering Services	9,647.92
W. J. Harrington & Sons	Retainage – Final Payment	<u>5,957.09</u>
	<b>Total</b>	<b>\$ 34,894.91</b>

**Resolution #10-2724D**

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-201 be formally approved:

**REQUISITION #ESR-201**

Hatch Mott MacDonald	ROBERTORT	\$ <u>170.00</u>
	<b>Total</b>	<b>\$ 170.00</b>

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

Vice Chairperson Kelly stated the next agenda item was discussion and possible action regarding Contract # Orthopolyphosphate-10.

After a brief discussion, the following Resolution #10-2725 was proposed by Harper who moved its adoption:

WHEREAS, subsequent to the proper advertisement, two (2) sealed bids for Orthopolyphosphate Blend-10 were received and read aloud at a public bid opening on June 2, 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 George S. Coyne Chemical of Croydon, Pennsylvania; therefore,

BE IT RESOLVED, Contract Orthopolyphosphate-10 be awarded to George S. Coyne Chemical of Croydon, Pennsylvania, 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: Kelly, Jerry DiMaio and Harper voting yea.

Vice Chairperson Kelly stated the next agenda item was discussion and possible action regarding Contract # LBT-10 Biosolids Transportation.

After a brief discussion, the following Resolution #10-2726 was proposed by Jerry DiMaio who moved its adoption:

WHEREAS, subsequent to the proper advertisement, three (3) sealed bids for Liquid Biosolids Transportation were received and read aloud at a public bid opening on June 2, 2010 at 2:30 PM at the HMUA Jacob Garabed Administrative Building; and,



WHEREAS, it has been determined that the low bid was received from R & D Trucking, Inc. of Wantage, New Jersey; therefore,

BE IT RESOLVED, Contract #LBT-10 for Liquid Biosolids Transportation be awarded to R & D Trucking, Inc. of Wantage, New Jersey, and the Executive Director is hereby authorized to execute the necessary contract documents.

Vice Chairperson Kelly stated the next agenda item was discussion and possible action regarding Contract #WM-AMR-10 Water Meters & Automatic Meter Reading.

After a brief discussion, the following Resolution #10-2727 was proposed by Harper who moved its adoption:

WHEREAS, the Hackettstown Municipal Utilities Authority requested bids for the furnishing of Water Meters & Automatic Meter Reading devices; and,

WHEREAS, the bid was properly advertised and only one bid was received; and

WHEREAS, the cost of the bid received was deemed to be excessive; therefore,

BE IT RESOLVED, the governing body of the Hackettstown Municipal Utilities Authority hereby rejects the bid due to the fact that the bid is too high and directs the Executive Director to re-bid for the furnishing of Water Meter & Automatic Meter Reading.

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

Vice Chairperson Kelly stated the next agenda item was discussion and possible action to grant Tentative Approval for the Ort project in Washington Township.

After a brief discussion, the following Resolution #10-2728 was proposed by Jerry DiMaio who moved its adoption:

WEHREAS, Robert Ort has requested Tentative Approval for water and sewer utilities service for the subdivision of an existing lot located at Block 8, Lot 6 on Drakestown Road in the Township of Washington; and,

WHEREAS, the Executive Director has determined that the lot is within the Approved Water and Sewer Service Area and has further reviewed the required applications and found them to be in accordance with the Authority Rules and Regulations; therefore,

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority, herein grants Tentative Approval for a project on Block 8, Lot 6 on Drakestown Road in Washington Township.

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

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

Executive Director Smith began by stating the Authority received a letter from Careaga Engineering requesting a letter that the Authority had the sewer capacity to connect the Mountain Top Church to the sanitary sewer located on Naughtright Road. The Board Members were in



agreement that the Authority would not write a letter until such time as the Church has received an exemption from the Highlands Council.

Smith continued by stating that a meeting was conducted today with members from the DEP and two members for the Highlands Council. Also present were three members from AECOM. Smith stated that discussions concerning the Claremont Well and Heath Well were the primary focus points. He also stated that discussions regarding the Dams and the deadlines imposed by Dam Safety were discussed. Smith felt that the meeting went well and hopes that things would begin to move along.

Smith also stated the Passaic Valley Sewage Authority has forwarded to the Authority a new contract to review for the hauling of the Bisolids. Smith stated the last time a contract was signed with the PVSA was in 1998, called for annual adjustments based on the cost-of-living index. The proposed increase to the Authority would be approximately 21%. Smith stated that he would contact PVSC to possibly negotiate a better contract since the HMUA is in the middle of a budget year. He stated he would report back to the Board at the next meeting.

Smith continued by stating the Notice to Proceed was signed for the Wastewater Treatment Plant Project.

Smith stated that Contract #38W for the Water Main Replacement Project Phase IV was signed today.

Smith also confirmed that CDM is working on the Energy Reduction Project required for the NJ Office of Clean Energy Pay for Performance Program.

Smith also stated that proposals for the Direct Install Program have been received and, upon review, Executive Director Smith requested authorization to have H. T. Lyons install the lighting for the Administration Building and the Operations Building. As previously discussed, the Authority would only pay 20 percent of the cost. The Board agreed to proceed.

Smith also stated that the CEPT Study bench scale testing was completed on May 19<sup>th</sup>. The lab reports have been received and forwarded to O'Brien and Gere and they are working on the report.

Smith also stated Helio Sage Solar is working with the Highlands Council to obtain the required permits.

Smith stated that Princeton Hydro is moving along with the site investigation for the Breaching of the Lower Mine Hill Reservoir Dam and there may be a public hearing as early as July.

Smith continued by stating he would be meeting with Attorney Joseph Bell to discuss the Dorlan Case. He would be discussing matters related to the water mains and confirm to him that there is not a main in front of the property.

Smith concluded by stating that discussions took place several meetings ago regarding the Board taking a tour of the Wastewater Treatment Plant. He stated that a good time for this tour would be while the construction is taking place. It was suggested by Vice Chairperson Kelly that possibly the tour could take place in September or October.



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

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

Executive Director Smith and recording secretary Palma exited the meeting

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

Resolution#10-2729 was proposed by Jerry DiMaio who moved its adoption.

BE IT RESOLVED, on this 8th day of June 2010, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss issues concerning contract negotiations in Executive Session.

Due to attorney client communication, 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 Jerry DiMaio and seconded by Harper. Ayes: Kelly, Jerry DiMaio and Harper.

THEREFORE, BE IT RESOLVED, on this 8<sup>th</sup> day of June 2010, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:20 PM.

Executive Director Smith and recording secretary Palma entered the meeting.

Jerry DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by Harper and all indicating approval at 8:40 PM. No formal action was taken during Executive Session.

Counselor Zaiter stated he had nothing further to add.

Vice Chairperson Kelly 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).

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

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

Time – 8:45 P.M.

  
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Bruce D. Smith  
Executive Director & Secretary