



HMUA MINUTES

REGULAR
MEETING OF

AUGUST 14, 2012

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING OF AUGUST 14, 2012
JACOB GARABED ADMINISTRATION BUILDING

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

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

Also attending: John Abormitis, Counselor Zaiter, Engineer David Klemm, Executive Director Smith and Deputy Director Perry.

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 July 10, 2012 Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio being seconded by Harper with Kelly, Harper, Brown and Jerry DiMaio voting yea.

Chairperson Kelly indicated that approval of the July 10, 2012 Executive Session to be the next agenda item. A motion to approve the minutes was made by Brown being seconded by Jerry DiMaio with Kelly, Harper, Brown and Jerry DiMaio voting yea.

Board Member John DiMaio entered the meeting.

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

John Abromitis approached the Board to discuss a matter.

Mr. Abromitis is the owner of the Century 21 building on Route 46 in Washington Township. He stated that he believes his property is within the HMUA service area, and is interested in obtaining sewer service. The Century 21 building currently uses a cesspool, which prohibits the sale of the property. Phil Yucht, owner of property adjacent to Century 21, arrived for the public session at this point and also expressed interest in connecting to the HMUA sewer system.

The Board explained the prior history on the potential extension of sewer service to the area and the location of the existing sewer facilities in the vicinity of their properties. The prior history included letters sent to Mount Olive and Washington Townships mentioning the possibility of Mandatory Connection Ordinances. The connection of all properties in the area would greatly improve the affordability of the connections. Service maps were available for viewing. Discussion continued on the subject with all in attendance participating.

Upon completion of this discussion, the public session was closed.



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

Executive Director Smith indicated that there were Change Orders associated with Contract 37S to be considered by the Board. Smith indicated that several of the change orders were likely to have been previously approved by the Board. Smith provided details of the seven change orders which totaled \$33,710.43. The Change Orders represent a 2.4% increase over the original project award.

After significant additional discussion on the matter, the following Resolution #12-2881 was proposed by John DiMaio who moved its adoption.

WHEREAS, Change Orders (see attached) have been submitted by Spectraserv, Inc. for additional work associated with Contract 37S for the Hackettstown Municipal Utilities Authority in the total amount of \$33,710.43, therefore,

BE IT RESOLVED, that the governing body of the Town of Hackettstown Municipal Utilities Authority hereby approves the Change Orders.

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

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

The following Resolution #12-2882 was proposed by Brown who moved its adoption:

Resolution #12-2882A

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

Dated:	July 13, 2012	OEA-980	SL-17	\$75,252.15
Dated:	July 27, 2012	OEA-981	SL-18	<u>78,478.71</u>
			Total	\$153,730.86

Resolution #12-2882B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-357 be formally approved:

REQUISITION #CAF-357

Hach Company	Laboratory Equipment	\$	3,231.43
NB Controls, Inc.	Well – 8 Chlorine Analyzer		750.00
Treasurer, State of NJ	Bureau of Water Allocation		3,620.00
Treasurer, State of NJ	Bureau of Water Allocation		<u>535.55</u>
	Total	\$	8,136.98



Resolution #12-2882C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-176 be formally approved:

REQUISITION #RR-176

G.A. Fleet Assoc., Inc.	Inspirating Venturis	\$ 2,867.00
Hatch Mott MacDonald	Professional Services	11,190.50
JDV Equipment Corp.	WPCP Improvements-36S-#5	44,830.00
Kustom Control Solutions	Drives-RAS Pump #3/WFP	10,326.88
Pumping Services, Inc.	Preventive Maintenance/Adders	4,109.00
Reiner Pump Systems, Inc.	Guide Rail Assemblies	2,518.00
Spectraserv, Inc.	WPCP Improvements-37S-#16/17	<u>47,863.17</u>
	Total	\$ 123,704.55

Resolution #12-2882D

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-225 be formally approved:

REQUISITION #ESR-225

Blue Ridge Lumber Co.	HOGS	\$ <u>31.34</u>
	Total	\$ 31.34

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

Chairperson Kelly stated the next agenda item was discussion and possible action to appoint an additional firm to perform Laboratory Services.

The following Resolution #12-2883 was proposed by Jerry DiMaio who moved its adoption:

WHEREAS, due to the need to obtain accurate laboratory data for submission to regulatory authorities and the implications of the Clean Water Enforcement Act and the mandatory fines involved, the Town of Hackettstown Municipal Utilities Authority has a need to retain an additional professional Certified laboratory to provide services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40A-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 retaining the firm of QC Inc. to perform Certified Laboratory analysis for the Authority in accordance with their proposal dated February 9, 2012 in the amount of \$22,399 and is herewith authorized without public bidding.



2. The term of said appointment shall be to August 14, 2013, or until their successor has been appointed and qualified.
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.

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

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

Resolution #12-2884 was proposed by Jerry DiMaio who moved its adoption.

BE IT RESOLVED, on this 14th day of August 2012, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss issues concerning pending Litigation issues 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 Jerry DiMaio and seconded by Harper. Ayes: Kelly, Harper, Brown, John DiMaio and Jerry DiMaio.

THEREFORE, BE IT RESOLVED, on this 14th day of August 2012, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 9:05 PM.

John DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by Brown and all indicating approval at 9:40 PM. No formal action was taken during Executive Session.

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

Deputy Director Perry began by stating that the water main replacement project on 1st street was complete. HMUA personnel completed the project well below the original cost estimate.

Perry continued by stating that a thorough investigation is being conducted to review and reduce all unaccounted-for water. The investigation includes leak assessment and review of customer accounts in order to prioritize the replacement of aging water meters. A discussion followed which included an assessment of the water mains in an effort to maximize the benefits of replacing older water mains in the Hackettstown service area.

Deputy Director Perry then informed the Board that two shut off valves were installed at the Bergen Tool site to eliminate the continuous leaks on the property.



The work was completed by Alex McCarthney Contracting on August 2nd, under the direction of HMUA personnel.

Perry continued his report by stating that the 4-log certification for Claremont Well #1R was approved by NJDEP, and that the well was returned to service on July 19th. All subsequent bacteriological sampling has been negative.

Deputy Director concluded by stating that work is progressing on the Well #9 construction, and that a more detailed report would be provided by Dave Klemm during the Engineer's Report.

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

Executive Director Smith indicated that he had nothing further to report at this meeting.

Chairperson Kelly requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he had nothing further to add.

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 Jerry DiMaio, seconded by Harper and followed by a unanimous voice vote.

Time – 10:35P.M.

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

Bruce D. Smith
Executive Director & Secretary