



HMUA MINUTES

REGULAR  
MEETING OF

SEPTEMBER 14, 2010

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING OF SEPTEMBER 14, 2010  
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Brown at 8:03 P.M.

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

Also attending: Thomas and Cindy Janda, Counselor Fischer, 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 August 10<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 Harper with Brown, Jerry DiMaio, and Harper voting yea.

Chairperson Brown indicated the approval of the August 10<sup>th</sup> Executive Session to be the next agenda item. A motion to approve the minutes was made by Harper, being seconded by Jerry DiMaio with Brown, Jerry DiMaio and Harper voting yea.

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

Mr. Janda stated that several weeks ago he was informed he had a water leak on his property. He confirmed that he signed the notice requiring him to repair it within the next 10 days. He stated that his family's financial situation is not good at the present time and he cannot afford to repair the line.

Executive Director Smith stated that Mr. and Mrs. Janda were in to discuss their situation with him back in July. Smith stated that at that time he told them the line would still have to be repaired, but that he would give them extra time to seek financial help. Smith also confirmed that numerous phone calls were made to Mrs. Janda questioning their intent, which went unanswered.

Mr. Janda stated that they would be attending a seminar in Town tomorrow that might be able to help them with some financial assistance.

Chairperson Brown questioned if Mr. Janda was a veteran and suggested that he reach out to the Veteran's Administration for some assistance. Brown also suggested that the Janda's get a few estimates on how much the repairs are going to cost so they have information to support their claim.

Mr. Janda requested that he be able to review the schematics of the water lines. Executive Director Smith stated that he would be happy to show him any documents he wanted to review.

Chairperson Brown suggested to the Board that they allow the Janda's two more weeks to work out a solution to the problem. He also stated that the repairs must start within the next two weeks. All Board Members were in agreement.



Mr. and Mrs. Janda thanked the Board and exited the meeting.

Chairperson Brown stated the next agenda item was discussion and possible action to release a portion of the escrow retained for the Jane Paftinos, LLC Project.

After a brief discussion, the following Resolution #10-2738 was proposed by Jerry DiMaio who moved its adoption.

WHEREAS, Van Paftinos has requested release of part of the cash submitted in lieu of a Performance Bond for the Jane Paftinos, LLC Project; and,

WHEREAS, the Hackettstown Municipal Utilities Authority has conducted inspections of the water and sewer utility installations and have found them to be in accordance with the Authority Rules and Regulations; therefore

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority authorizes the release of 75% of the cash bond that was submitted in lieu of a Performance Bond.

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

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

It was requested by Board Member Jerry DiMaio that the Renewal and Replacement Fund Requisition be tabled until John DiMaio arrives. The Board was in agreement that the Renewal and Replacement Fund Requisition would be tabled until John DiMaio arrived.

The following Resolution #10-2739 was proposed by Jerry DiMaio who moved its adoption:

Resolution #10-2739A

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

Dated:	July 30, 2010	OEA-928	SL-18	\$144,147.98
Dated:	August 13, 2010	OEA-929	SL-19	92,905.97
Dated:	August 27, 2010	OEA-930	SL-20	<u>68,162.40</u>
			Total	\$305,216.35

Resolution #10-2739B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-334 be formally approved:

REQUISITION #CAF-334

AECOM	Engineering Services	\$ 13,577.36
Data Architects, Inc.	Winbill Programming	3,100.00
Fisher Electrical Cont.	Claremont Well	1,924.63
Hatch Mott MacDonald	Engineering Services	1,048.00
T & T Plumbing	Labor & Material	<u>2,350.00</u>
	Total	\$ 21,999.99

Resolution #10-2739C

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-204 be formally approved:



REQUISITION #ESR-204

Hatch Mott MacDonald	KLANDS1LLC	\$ 2,837.50
Jane Paftinos, LLC	JPAFTINOS	118,358.25
Skoda Contracting Co.	SKODA-REFUND	<u>4,612.16</u>
	Total	\$ 125,807.91

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

Chairperson Brown stated the next agenda item was discussion and possible action to adopt a revised Section 125 Premium Only Plan with Opt Out Provision.

After a brief discussion, the following Resolution #10-2740 was proposed by Harper who moved its adoption.

WHEREAS, New Jersey law allows Authorities to offer incentives to employees eligible for State Health Benefits Program coverage; and,

WHEREAS, the Board Members of the Hackettstown Municipal Utilities Authority have previously adopted a Summary Plan Description for a Section 125 Cafeteria Plan which describes the incentive for employees to waive the State Health Benefits program health coverage; and,

WHEREAS, the Board Members of the Hackettstown Municipal Utilities Authority have also reviewed the various revised costs of Health Care coverage and related incentives that can be offered; therefore,

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority herein adopts the Section 125-Premium Only Plan with Opt Out Provision (copy attached) with the revised fees for 2010 and further directs that all employees be notified.

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

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

Executive Director Smith began by stating that a phone conference was held on August 23<sup>rd</sup> regarding the Dorlan case and various deadlines were ordered on August 25<sup>th</sup>. Smith also stated that currently there is an outstanding water bill for over \$2,000, which the Attorney is aware of but had not made any recommendations.

Board Member John DiMaio entered the meeting.

Smith continued by stating he had a request from Mike Palko of the Hackettstown Recreation Department to extend the water service and install a new Fire Hydrant in the southwest corner of the park to assist in watering the fields in that location. The Board agreed to extend the service.

Smith also confirmed that things are moving forward with the Claremont Well. He confirmed that the HMUA staff has completed the piping from the Well to the building, and work continues on the pitless adaptor. He also stated that the required DEP inspection should be completed by the next meeting.



Smith was also pleased to announce that HMUA employees have reached the first Safety Incentive milestone on September 9, 2010. He confirmed that all employees have gone (1) one year without any accidents. As previously adopted, each employee will receive a \$25.00 gift certificate to a local restaurant.

Smith also stated that he is still working with the PVSC in regards to updating the contract for biosolids treatment.

Smith also stated the permitting for the Wells being done by AECOM should be submitted within the next few weeks.

Smith continued by stating the Water Pollution Control Plant Project is moving along slowly. One issue is the painting of the digester covers, which will probably have to be postponed until spring.

Smith also stated he should have the CEPT Study from O'Brien and Gere by the end of the week.

Smith continued by stating he has not heard anything yet from Direct Install, but it should be completed soon.

Smith also stated he has forwarded information to the Board regarding the Memorial Plaque for Jim Smith. There were also discussions concerning obtaining a proclamation from the Town of Hackettstown.

Smith confirmed that he has almost completed the Budgets and is just waiting for the Cost of Living numbers, which will be out on Friday.

Smith concluded by thanking John DiMaio for his support as a Co-Sponsor of Bill A3888 bill.

At this point Chairperson Brown suggested returning to agenda item number 10 for approval of the Renewal and Replacement Fund.

Board Member John DiMaio expressed his concern with the workmanship being done by P.M. Construction with regards to the Water Main Project. He stated he was not impressed with their organization or the lack of attention paid to personal property. He just wanted to be sure that monies were being held back so that if damages were not corrected the Authority would not be liable.

After a brief discussion, the following Resolution #10-2741 was proposed by John DiMaio who moved its adoption.

Resolution #10-2741

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-153 be formally approved:



**REQUISITION #RR-153**

Cerenzio & Panaro, P.C.	Engineering Services	\$ 11,000.00
O'Brien & Gere	Engineering Services	3,235.00
P.M. Construction	Water System Imp.-38W	135,217.91
Princeton Hydro LLC	Engineering Services	8,878.10
Spectraserv, Inc.	WPCP Improvements – 37S	162,935.78
Suburban Consulting	Engineering Services	<u>5,002.92</u>
	<b>Total</b>	<b>\$ 326,269.71</b>

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

Chairperson Brown requested Counselor Fischer to proceed with his report.

Counselor Fischer reported that a letter was forwarded to Solar Power and Services requesting that they provide details on how they planned to implement their agreement with the HMUA. Counselor Fischer stated that the letter was returned from the Post Office stating that they had moved and left no forwarding address. The letter was mailed to an updated current address. He stated that Counselor Zaiter would try and contact them by phone.

Counselor Fischer also stated that a letter was forwarded to the DEP regarding the Mountain Top Church, but, as of this meeting, there have been no responses from the DEP or Mountain Top Church.

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. Executive Director Smith stated he would like to set up the tour of the Facilities. The Board suggested that he email them three dates and they would check their schedules and get back to him with the best date.

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 John DiMaio and followed by a unanimous voice vote.

Time – 9:58 P.M.




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Bruce D. Smith  
Executive Director & Secretary