



HMUA MINUTES

REGULAR
MEETING OF

JANUARY 14, 2014

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING OF JANUARY 14, 2014
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Brown at 8:05 P.M.

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

Also attending: Katrina Campbell of Courter, Kobert & Cohen, Robert DiRienzo of WRNJ, Counselor Zaiter, Project 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 December 10th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Harper, being seconded by Kelly with Brown, Harper voting yea and Kelly abstaining.

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

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

Ms. Campbell of Courter, Kobert & Cohen stated that she is representing WRNJ and Robert DiRienzo is a reporter for WRNJ. They are requesting information on the sale of the reservoir property. Mr. DiRienzo stated he had questions concerning the sale of the Upper Reservoir. Counselor Zaiter suggested that he answer any questions they may have and the Board was in agreement. Mr. DiRienzo asked several questions pertaining to the sale of the Upper Mine Hill Reservoir.

Chairperson Brown stated the next agenda item was discussion and possible action regarding any project change orders.

Executive Director Smith confirmed there were no change orders.

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

The following Resolution #14-2969 was proposed by Kelly who moved its adoption:

Resolution #14-2969A

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

| | | | | |
|--------|-------------------|----------|-------|------------------|
| Dated: | December 13, 2013 | OEA-1017 | SL-01 | \$115,539.55 |
| Dated: | December 27, 2013 | OEA-1018 | SL-02 | <u>85,333.85</u> |



Total \$200,873.40

Resolution #14-2969B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-374 be formally approved:

REQUISITION #CAF-374

| | | |
|----------------------|------------------------------|-----------------|
| Washington Township | Well 9-Escrow Replenishment | \$ 2,001.58 |
| Morris County SCD | Well 9-Trench Calc. Re-Cert. | 170.00 |
| Washington Township | Well 9-New Driveway (Escrow) | 500.00 |
| Washington Township | Well 9-New Driveway Permit | 100.00 |
| Washington Township | Well 9-Zoning Application | 50.00 |
| Washington Township | Well 9-Building Permits | 2,758.00 |
| ESRI, Inc. | ArcGIS Software | 2,550.00 |
| Fisher Electrical | SB: Circuit Breaker Repair | 1,575.00 |
| Hatch Mott MacDonald | Engineering Services | 19,800.00 |
| Pine Environmental | Loggers & Accessories | <u>2,560.80</u> |
| | Total | 32,065.38 |

Resolution #14-2969C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisitions #RR-193 be formally approved:

REQUISITIONS #RR-193

| | | |
|------------------------|------------------------------|-----------------|
| Capitol Supply | Meter Adapters | \$ 2,988.08 |
| Fisher Electrical | Overlook Generator Repair | 3,455.19 |
| Hatch Mott MacDonald | Engineering Services | 5,500.00 |
| Pumping Services, Inc. | 4" Trash Pump | 5,550.00 |
| R&J Control, Inc. | Overlook Generator Repair | 1,846.00 |
| TGM Services | Chimney/ New Digester Boiler | <u>5,965.20</u> |
| | Total | 25,304.47 |

Resolution #13-2969D

BE IT RESOLVED, that the following Escrow Sub-Requisition #ESR-238 be formally approved:

REQUISITION #ESR-238

| | | |
|-------------------|-------|--------------------|
| R&J Control, Inc. | HOGS | \$ <u>1,130.70</u> |
| | Total | \$ 1,130.70 |

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

Chairperson Brown stated the next agenda item was discussion and possible action to grant Tentative and Final approval for water service for Dr. Iuvone project on Rt. # 46 in Washington Township.

The following Resolution #14-2970 was proposed by Kelly who moved its adoption.



WHEREAS, Dr. Iuvone has requested Tentative and Final Approval for Water Utility Service for Block 2 Lot 6 on Route 46 in Washington Township, Morris County; and,

WHEREAS, the application and project plans have been reviewed and approved by the Executive Director and are in accordance with the Authority's Rules and Regulations; therefore,

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority herein grants Tentative and Final Approval for Dr. Iuvone's project in the Township of Washington in Morris County.

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

Chairperson Brown stated the next agenda item was discussion and possible action to approve additional engineering fees for the Well #9 Project.

After a brief discussion, the following Resolution #14-2971 was proposed by Kelly who moved its adoption.

WHEREAS, Hatch Mott MacDonald was previously authorized to design the Well No. 9 Well House Construction Project; and

WHEREAS, during the design it was determined that additional design effort would result in construction cost savings of approximately \$100,000 and would also reduce future operating costs; and

WHEREAS, a proposal was received for additional Engineering fees from Hatch Mott MacDonald for the Well No. 9 Well House Construction; and

WHEREAS, the Hackettstown Municipal Utility Authority has a need to acquire Professional Services as a Non-Fair and Open Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; 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 Hatch Mott MacDonald to provide additional Professional Engineering Services for the HMUA's Well No. 9 Well House Construction Project in accordance with their January 7, 2014 proposal is herewith authorized without public bidding.
2. The said payment to Hatch Mott MacDonald shall not exceed \$39,500.
3. 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 Harper and upon roll call vote carried: Brown, Harper and Kelly voting yea.

Chairperson Brown requested the Executive Director to proceed with his report.



Executive Director Smith stated that he received a phone call from the Washington Township Board of Health confirming that a State Well Permit was issued for the proposed Harvestone Farms well.

Smith also confirmed that the generator interconnection for the Water Pollution Control Plant and the Well 8 Generator project startups are scheduled for tomorrow January 15th.

Smith continued by stating he received a letter from Mr. Kwiatkoski, the owner of Rita's Italian Ice, regarding a high water bill. Mr. Kwiatkoski is requesting a reprieve from the water usages and sewer charges. Smith explained that our employees found an equipment malfunction in one of the custard machines which is cooled by water. They noted that the water was going into the sewer. All Board Members were in agreement that since the water did go into the sewer and had to be treated they could not offer a reduction in the charges.

Smith also stated the Water Utility continues to check for leaks in the system and has been very busy with frozen lines. He stated that they have had a number of problems with frozen lines in vacant Condos throughout the area.

Smith continued by stating the Collegeview Project has had some issues and recently the contractor hit a service line, which resulted in water service outage for customers in the area. Due to recent rain followed by cold weather, several water valve boxes were frozen, which made it more difficult and extended the area that had to be shut down.

Smith concluded by stating he wished to congratulate David Klemm on his recent promotion to Vice President of Hatch Mott MacDonald. The Board congratulated Dave.

Chairperson Brown requested Counselor Zaiter to proceed with his report.

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

Ms. Campbell and Mr. DiRienzo exited the meeting.

Resolution #14-2972 was proposed by Harper who moved its adoption.

BE IT RESOLVED, on this 11th day of January 2014, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss pending litigation and potential litigation matters 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 Harper and seconded by Kelly. Ayes: Brown, Harper and Kelly.



THEREFORE, BE IT RESOLVED, on this 11th day of January 2014, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:40 PM.

Harper moved to end Executive Session and re-enter Regular Session, said motion being seconded by Kelly and all indicating approval at 9:50 PM. No formal action was taken during Executive Session.

Upon returning from Execution Session, a motion was made by Kelly noting that the Contract Buyer for the Township of Mount Olive property designated as Block 8300, Lot 2, is in default and directing Counselor Zaiter to release the deposit funds to the HMUA. This motion was seconded by Harper and upon roll call vote carried: Ayes: Brown, Harper and Kelly voting yea.

Also the following Resolution #14-2973 was proposed by Kelly who moved its adoption:

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

WHEREAS, the Hackettstown Municipal Utility Authority has a need to acquire Professional Services as a Non-Fair and Open Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; 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 Princeton Hydro to render engineering services to the Authority, in accordance with a January 12, 2014 proposal, is herewith authorized without public bidding.
2. The term of said appointment shall be to January 2015 or until such time as the project is completed.
3. The said payment to Princeton Hydro shall not exceed \$24,815.00.
4. That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette within ten days of its adoption and pursuant to N.J.S.A 40:11-2.

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

Counselor Zaiter stated he had nothing further to report.

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

Executive Director Smith requested that the Board acknowledge receipt of the Annual Facilities Inspection Report prepared by Hatch Mott MacDonald. Upon completion of a brief discussion, Kelly made a motion stating the Board had



received the Annual Facilities Inspection Report as prepared by Hatch Mott MacDonald. Harper seconded the motion with Brown, Harper and Kelly voting yea.

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

Time – 9:55 P.M.

Bruce D. Smith
Executive Director & Secretary