



HMUA MINUTES

REGULAR  
MEETING OF

January 12, 2021

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING January 12, 2021

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster at 2:00 P.M over teleconference due to Executive Order No. 107 signed by NJ Governor Murphy and to promote the necessary social distancing to avoid the spread of COVID-19. Executive Director Corcoran announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and the meeting shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Roll call indicated the following members in attendance: Chairman Kuster, Jerry DiMaio, John DiMaio and William Harper.

Also attending: Counselor John Zaiter, Consulting Engineer Dave Klemm, Executive Director Kathleen Corcoran, Deputy Director Frank Biank and Recording Secretary Lasch.

Chairperson Kuster led a Salute of the United States Flag.

Chairperson Kuster indicated that the next agenda item was the approval of December 8, 2020 Regular Meeting minutes. A motion to approve the minutes was made by John DiMaio, being seconded by Harper.

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper

Chairperson Kuster opened the meeting to public participation and noted that no members of the public announced their presence.

Chairperson Kuster stated the next agenda item was discussion and possible action regarding any project change orders. Executive Director Corcoran stated there were no change orders.

Chairperson Kuster stated the next agenda item was to entertain a resolution approving the Operations Expense Account Requisitions #OEA-1199, and #OEA-1200 in the total aggregate amount of \$208,629.89. The following Resolution #21-3544 was proposed by Jerry DiMaio who moved its adoption:

Resolution #21-3544

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

Dated: December 4, 2020	OEA-1199	SL-01	\$119,667.66
Dated: December 18, 2020	OEA-1200	SL-02	\$ 88,962.23
		Total	\$208,629.89

This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper

Chairperson Kuster stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-277 in the aggregate amount of \$71,643.05. The following Resolution #21-3545 was proposed by Harper who moved its adoption.



Resolution #21-3545

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-277 be formally approved:

REQUISITION #RR-277

ESRI, Inc.	ArcGIS Software	\$ 1,900.00
Mott MacDonald	UV System Replacement	\$ 28,650.00
R & J Control, Inc.	Service Call for Repair	\$ 1,365.00
Rapid Pump & Meter Service	Duplex Strainer w/Piping	\$ 14,904.00
Shoop, Charles J.	Utility Easement	\$ 7,500.00
Spectrum Communications	Lightbar/Grill Lights	\$ 1,205.45
Town of Hackettstown	Outstanding Roads to Pave	\$ 16,118.60
	Total	\$ 71,643.05

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper.

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving General Fund Requisition #GF-09 in the amount of \$9,170.00. The following Resolution #21-3546 was proposed by Jerry DiMaio who moved its adoption.

Resolution #21-3546

BE IT RESOLVED, that the following General Fund Requisition #GF-09 be formally approved:

REQUISITION #GF-09

Mott MacDonald	1.0 MG Water Tank/Water Main	\$ 9,170.00
	Total	\$ 9,170.00

This Resolution was seconded by John DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper.

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-308 in the amount of \$354.00. The following Resolution #21-3547 was proposed by Harper who moved its adoption.

Resolution #21-3547

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-308 be formally approved:

REQUISITION #ESR-308

Mott MacDonald	Residences at Bilby Road	\$ 354.00
	Total	\$ 354.00

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper.



Chairperson Kuster stated the next agenda item was discussion and possible action to authorize advertisement and receipt of bids for Contract #51S Ultraviolet Disinfection System Upgrades.

After a brief discussion, the following Resolution #21-3548 was proposed by Jerry DiMaio who moved its adoption.

Resolution #21-3548

WHEREAS, Mott MacDonald LLC was previously authorized to prepare the plans and specifications for the bidding of Contract #51S Ultraviolet Disinfection System Upgrades; therefore

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority hereby authorizes the advertisement for the acceptance of bids for Contract #51S Ultraviolet Disinfection System Upgrades Project.

This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Kuster, Jerry DiMaio, John DiMaio and Harper

Chairperson Kuster requested the Executive Director and Deputy Director to proceed with their reports.

Executive Director Corcoran started by reporting that the HMUA had two employees sick with COVID, and they were quarantined according to CDC guidelines. Both employees are now back to work with no long term complications to date. The utility continues following the established COVID protocols, including the morning screening, daily cleaning, and mask wearing.

In the next couple of weeks, the metering system will be upgraded to full radio read capability. At this time, only five (5) meters remain to be updated to radio read.

The EPA has issued its final Lead and Copper Rule Revisions, which will require more action from the utility than previously. The HMUA is waiting for NJDEP's final ruling and additions to the federal mandate, but the HMUA believes the NJDEP rules will be more stringent than the EPA/federal regulations. One of the new requirements is the preparation and maintenance of service line inventory, which the HMUA Water Utility has been preparing over the past few months in anticipation of the final ruling.

The new rules require action from the utility when a single lead (Pb) result is above 15 µg/L (ppb) threshold. When the 15 ppb threshold is exceeded for a single sample, the utility will be required to conduct follow-up samples and conduct a find-and-fix process. The Lead and Copper Rule Revisions also include a new trigger level of 10 ppb, that when exceeded, requires quicker implementation of corrosion control treatment than the existing rule. With the new trigger level, we will need to maintain 90<sup>th</sup> percentile below 10 µg/L vs. 15 µg/L in order to avoid additional planning, monitoring and treatment requirements.

Other requirements include notifying customers in the sample group within 24-hours when the lead results' 90<sup>th</sup> percentile is greater than 15 ppb. In anticipation of this notification requirement, the utility is actively working to obtain phone numbers from all customers. For an individual tap sample exceedance of 15 ppb, the utility must notify the customer within 3-days.



The revised Lead and Copper rule also adds the requirement to test 20% of the schools and childcare centers within the service area every year, and provide results along with information about the actions the school or childcare center can take to reduce lead in the school drinking water.

Executive Director Corcoran continued to report on recent and potentially upcoming State regulations for several PFAS chemicals (commonly referred to as “Forever Chemicals”). There are recent State regulations for drinking water; requiring the water utility to conduct quarterly samples for several PFAS compounds. To date, all of the HMUA’s PFAS sample results have been below the maximum contaminant level (MCL). The water utility will be seeking reduced monitoring at multiple well sites with PFAS concentrations below 2 ng/L (ppt). She continued by stating that the PFAS regulations are now migrating to wastewater. NJDEP has issued NJPDES PFAS monitoring requirements for discharge to groundwater permits. The Clean Water Council of New Jersey is holding a public hearing later this month on PFAS with regard to surface water discharges, sludge requirements, testing issues, and tracking industrial discharges.

Executive Director Corcoran continued by reporting that the USDA loan application for the 1.0 MG water storage tank project has been completed and is currently under review by the USDA.

Executive Director Corcoran continued by stating that the water utility had one water main break since the last board meeting. This break brings the total number of water main breaks in 2020 to fourteen with nine occurring in the Diamond Hill development. The water utility has also replaced six leaking water service lines bringing the total to twenty-one repairs.

December water usage was down slightly when compared to last year and 2020 was the second lowest water consumption year since 2007. The water utility continues to exercise the valves and restore the blacktop areas disturbed from leak repairs. Leak detection continues with the nightly deployment of the leak detection correlators. Distribution system maintenance for the past month included the replacement of the Mt. Olive Booster Pump Station pump control valve, the rebuilding of the pressure reducing valve located in the Vienna Hills development, and the repair of five curb boxes.

Executive Director Corcoran reported that the sewer utility had a successful EPA collection system inspection. Executive Director Corcoran stated that the sewer utility has been focusing on mainline camera work, looking for infiltration spots, and has found several locations where significant groundwater is entering the sewer. The HMUA is exploring the options to repair the identified locations.

The sewer utility was successful in removing a rock stuck in 181 Main Street’s sewer lateral. The rock was moved to a downstream manhole and removed. Inflow and infiltration investigation using the portable flow meter continues in the collection system. On occasion, the sewer utility has assisted the water utility with blacktop restoration.

Consulting Engineer Klemm reported that the contract documents for the UV System Upgrade project were being finalized and that they will be ready for final review on Friday, 1/15, enabling the HMUA to advertise shortly in order to receive bids late February and award the contract at the board meeting in March.



Consulting Engineer Klemm continued to report on the 1.0 MG Tank Project status, indicating that the alternatives analysis draft is being finalized. The alternatives analysis explores and recommends tank and water main construction options. The survey, geotechnical study, and radio path study were also completed for the project and Consulting Engineer Klemm anticipates 30% construction plans and specifications completed by mid-March 2021. Consulting Engineer Klemm concluded his report on the 1.0 MG Tank Project by stating that they have been assisting Director Corcoran in working to better the project ranking with NJ IBank. He referred to the Engineering Report (attached) for further information.

Deputy Director Biank reported on the status of the natural gas service for the WPCP. The easements are drafted and the HMUA will be approaching the adjacent private property owner to execute the easement for his property and the separate HMUA agreement. Elizabethtown Gas will follow up and work on acquiring the executed easement agreement from ABB.

Chairperson Kuster asked if the blacktop restoration was completed on Main Street and Mountain Avenue. Executive Director Corcoran stated that the restoration of those areas was completed.

There was a short discussion about the state of the water mains and water main breaks in Diamond Hill.

Chairperson Kuster requested Counselor Zaiter to proceed with his report. Counselor Zaiter stated there was nothing to report.

Chairperson Kuster asked whether anyone had business of a general nature to discuss with no response. Chairperson Kuster declared a motion to adjourn would be in order and was so moved by John DiMaio and seconded by Jerry DiMaio and followed by a unanimous voice vote.

Time – 2:34 P.M.

---

Kathleen Corcoran, PE, PP, PMP  
Executive Director & Secretary