



HMUA MINUTES

REGULAR  
MEETING OF

June 14, 2022

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING June 14, 2022

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Vice Chairperson Harper at 3:30 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 accordance with the requirements of the Open Public Meetings Act.

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

Also attending: Counselor John Zaiter, Accountant Rob McNinch, Engineer Dave Klemm, Executive Director Kathleen Corcoran, and Recording Secretary Lasch.

Vice Chairperson Harper led a salute of the United States flag.

Vice Chairperson Harper indicated that the next agenda item was approval of the May 10, 2022 Regular Meeting minutes. A motion to approve the minutes was made by Jerry DiMaio, being seconded by John DiMaio.

Ayes: Harper, John DiMaio and Lala

Abstained: Jerry DiMaio

Vice Chairperson Harper indicated that the next agenda item was approve of the May 10, 2022 Executive Session Meeting minutes. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Lala.

Ayes: Harper, John DiMaio and Lala

Abstained: Jerry DiMaio

Vice Chairperson Harper opened the meeting to public participation and Frank DeLorenzo made himself present. Kathy asked that he wait until her report to be heard. Frank DeLorenzo agreed.

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

Executive Director Corcoran requested Accountant, Rob McNinch to give a brief report of the annual audit for fiscal year ending November 30, 2021.

Accountant Rob McNinch stated that in FY19/20 there were significant delays with regard to receiving the GASB numbers to complete the audit. Every year it seems to be later and later. Because of this, the DCA has stated they are willing to accept audit reports without these figures.

Accountant Rob McNinch went on to say that for FY20/21 the Water and Sewer Utilities had a great year. He has seen great improvement over the last few years and financially the Authority



is heading in the right direction. He commended Director Corcoran with regard to the financial/compliance/and internal controls.

The Board and Director Corcoran thanked Rob for his report, and Rob exited the meeting at 3:55pm.

Vice Chairperson Harper stated the next agenda item was to entertain a resolution approving the Operations Expense Account Requisitions #OEA-1236 and #OEA-1237 in the total aggregate amount of \$315,702.69. The following Resolution #22-3676 was proposed by Jerry DiMaio who moved its adoption:

Resolution #22-3676

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

Dated: May 6, 2022	OEA-1236	SL-12	\$126,746.47
Dated: May 20, 2022	OEA-1237	SL-13	<u>\$188,956.22</u>
		Total	\$315,702.69

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-294 in the aggregate amount of \$27,071.42. The following Resolution #22-3677 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3677

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-294 be formally approved:

REQUISITION #RR-294

ABB Inc.	OCM3 Ultrasonic	\$	2,040.00
Dell Marketing L.P.	SCADA Computer	\$	2,002.66
Fisher Electrical Contractors	ABB MAG Meter Transmit	\$	1,715.82
Harper Control Solutions	Booster Pump Cont. Valve	\$	14,590.00
Mott MacDonald	UV System Replacement	\$	2,090.00
P3 Generator Services	Generator Rental	\$	2,880.00
Parkhurst Distributing	Pump Motor – Well 7	\$	<u>1,752.94</u>
	Total	\$	27,071.42

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper stated the next agenda item was to entertain a Resolution approving General Fund #GF-20 in the amount of \$23,110.00. The following Resolution #22-3678 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3678



BE IT RESOLVED, that the following General Fund Requisition #GF-20 be formally approved:

REQUISITION #GF-20

Mott MacDonald	Lead Service Line Replacement	<u>\$23,110.00</u>
	Total	\$23,110.00

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-325 in the amount of \$3,558.32. The following Resolution #22-3679 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3679

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-325 be formally approved:

REQUISITION #ESR-325

Hackettstown MUA	Woodmont/Const. Monitor	\$ 3,193.78
Lion Gate at Musconetcong	Return of Escrow	\$ 200.04
Mott MacDonald	Jade Hackettstown Assoc	<u>\$ 164.50</u>
	Total	\$ 3,558.32

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper stated the next agenda item was to entertain subordinate notes resolution in connection with the NJ Water Bank Construction Financing Program for HMUA Contract Nos. 52W and 53W. After a summary given by Tom Bace, the following Resolution #22-3680 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3680

WHEREAS, The Town of Hackettstown Municipal Utilities Authority (the "Local Unit") has determined that there exists a need to acquire, construct, renovate, install or refinance certain projects consisting of the following capital improvements to the Local Unit's water system: (A) construction of a new water storage tank with related water distribution lines; and (B) replacement of lead (which includes galvanized) water service lines (collectively, the "Projects"), and it is the desire of the Local Unit to obtain financing for such Projects through participation in the environmental infrastructure financing program (the "Environmental Infrastructure Financing Program") of the New Jersey Infrastructure Bank (the "I-Bank");

WHEREAS, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Projects prior to the closing with respect to the Environmental Infrastructure Financing Program, and to undertake such temporary financing with the proceeds of short-term loans to be made by the I-Bank (the



“Construction Loans”) to the Local Unit, pursuant to the Water Bank Construction Financing Program of the I-Bank (the “Water Bank Construction Financing Program”);

WHEREAS, in order to (i) evidence and secure the repayment obligations of the Local Unit to the I-Bank with respect to the Construction Loans and (ii) satisfy the requirements of the Water Bank Construction Financing Program, it is the desire of the Local Unit to issue and sell to the I-Bank each of its “Subordinate Note Relating to the Water Bank Construction Financing Program of the New Jersey Infrastructure Bank” in an aggregate principal amount of up to \$7,500,000 (collectively, the “Notes”);

WHEREAS, it is the desire of the Local Unit to authorize, execute, attest and deliver the Notes to the I-Bank pursuant to the terms of (i) the “Municipal and County Utilities Authorities Law”, constituting Chapter 183 of the Pamphlet Laws of 1957 of the State of New Jersey (codified at N.J.S.A. 40:14B-1 et seq., as the same may from time to time be amended and supplemented) (the “Local Unit Enabling Act”) and the “Local Authorities Fiscal Control Law”, constituting Chapter 313 of the Pamphlet Laws of 1983 of the State of New Jersey (codified at N.J.S.A. 40A:5A-1 et seq.), as the same may from time to time be amended and supplemented (the “Local Authorities Fiscal Control Law”); and

WHEREAS, N.J.S.A. 40:14B-27 of the Local Unit Enabling Act, Section 24 of the Local Authorities Fiscal Control Law and N.J.S.A. 58:11B-9(a) each allow for the sale of the Notes to the I-Bank, without any public offering, all pursuant to the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF HACKETTSTOWN MUNICIPAL UTILITIES AUTHORITY, and the members or commissioners thereof, as follows:

Section 1. In accordance with N.J.S.A. 40:14B-27 of the Local Unit Enabling Act, Section 24 of the Local Authorities Fiscal Control Law and N.J.S.A. 58:11B-9(a), the Local Unit hereby authorizes the issuance, sale and award of the Notes (and any renewals thereof) in accordance with the provisions hereof. The obligations represented by the Notes have been authorized by the resolution of the Local Unit, which resolution is entitled “RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$7,500,000 SUBORDINATE BONDS AND NOTES OF THE TOWN OF HACKETTSTOWN MUNICIPAL UTILITIES AUTHORITY AND PROVIDING FOR THEIR SALE TO THE NEW JERSEY INFRASTRUCTURE BANK AND THE STATE OF NEW JERSEY AND AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN AGREEMENTS IN CONNECTION THEREWITH” (the “Local Unit Note Resolution”) and was finally adopted by the Local Unit at a meeting duly called and held on May 10, 2022, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Unit Enabling Act, the Local Authorities Fiscal Control Law and other applicable law. The Notes shall constitute the issuance of Authority Subordinate Bonds, as authorized in the Local Unit Note Resolution.

Section 2. The Chairman of the Local Unit (the “Chairman”) is hereby authorized to determine pursuant to the terms and conditions hereof and of the Local Unit Note



Resolution (i) the final principal amounts of the Notes (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated dates of the Notes.

Section 3. Any determination made by the Chairman pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Notes by the parties authorized pursuant to Section 4(h) hereof. Section 4. The Local Unit hereby determines that certain terms of the Notes shall be as follows:

- (a) the aggregate principal amount of the Notes to be issued shall be an amount up to \$7,500,000;
- (b) the maturities of the Notes shall be as determined by the I-Bank, and the Notes may be renewed from time to time as may be determined by the I-Bank;
- (c) the interest rates of the Notes shall be as determined by the I-Bank;
- (d) the purchase price for each of the Notes shall be par;
- (e) the Notes shall be subject to prepayment prior to their stated maturities in accordance with the terms and conditions of the Notes;
- (f) each of the Notes shall be issued in a single denomination and shall be numbered "NJWB-CFP-22-[1][2]";
- (g) each of the Notes shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Notes shall be executed by the manual or facsimile signatures of the Chairman or Vice Chairman under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Secretary or the Assistant Secretary of the Local Unit (the "Secretary").

Section 5. Each of the Notes shall be substantially in the form attached hereto as Exhibit A.

Section 6. The law firm of Rogut McCarthy LLC is hereby authorized to arrange for the printing of the Notes, which law firm may authorize McCarter & English, LLP, bond counsel to the I-Bank for the Water Bank Construction Financing Program, to arrange for same.

Section 7. The Chairman or Vice Chairman of the Local Unit is hereby further authorized to (i) execute and deliver, and the Secretary is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Chairman or Vice Chairman or the Secretary, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the I-Bank and its representatives, agents, counsel and advisors, to be executed in connection the issuance and sale of the Notes and the participation of the Local Unit in the Water Bank Construction Financing Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such



other actions as the Chairman or Vice Chairman and the Secretary deem necessary, desirable or convenient in relation to the execution and delivery of the Notes and the participation of the Local Unit in the Water Bank Construction Financing Program.

Section 8. This resolution shall take effect immediately.

Section 9. Upon the adoption hereof, the Secretary shall forward certified copies of this resolution to Rogut McCarthy LLC, bond counsel to the Local Unit, David Zimmer, Executive Director of the I-Bank, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the I-Bank.

This Resolution was second by Lala and upon roll call vote carried:

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper stated the next agenda item was discussion and possible action to Certify Review of the Annual Audit Report for Fiscal Year ended November 30, 2021. The following Resolution #22-3681 was proposed by John DiMaio who moved its adoption.

Resolution #22-3681

WHEREAS, N.J.S.A. 40A:5A15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended November 30, 2021 has been completed and filed the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A15, and

WHEREAS, N.J.S.A. 40A:5A17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the Page 12 annual audit report entitled “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A:5A17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Town of Hackettstown Municipal Utilities Authority hereby certified to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended November 30, 2021, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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



Ayes: Harper, Jerry DiMaio, John DiMaio, and Lala

Director Corcoran reminded the Board that a Corrective Action Plan will be required to be submitted to DCA due to the GASB numbers not being included in the audit. This will be addressed at the next board meeting.

Vice Chairperson Harper requested the Executive Director Corcoran to proceed with her report.

Executive Director Corcoran started by explaining an issue that occurred at 50 Ketchum Road during the HMUA's Independence Water Tank repair project. Director Corcoran stated that during the project, there were some pressure surges and dips during the initial setup process with the water trailer and pumping system. We had sent letters to all of the potentially affected customers informing them of the project so most customers were expecting some potential changes. On the startup date, 50 Ketchum Rd. had major issues with fixtures being clogged, including the master bathroom custom shower. She explained that they couldn't see how this grit could have come from our project; however the pressure surges and timing of the issue aligned, so we can only assume this grit was in the system and the extreme pressure loosened it. It appears 50 Ketchum Rd. must have used water at exactly the time of the surge and they had no filter on their line. We investigated and determined that a plumber needed to troubleshoot the situation. She stated she didn't anticipate the plumbing bills to be so large, but the amount \$5,210 is significant, so she stated that she put the matter through HMUA's insurance, which is the normal course of action for a matter of this expense.

HMUA's insurance provider notified Mr. DeLorenzo that, under Title 59, the homeowner is required to go through their insurance, and the public agency is responsible only for the homeowner's deductible. Corcoran stated that the homeowner, Mr. DeLorenzo, did not want to go through his insurance as he was concerned it would cause the insurance to go up in price. The homeowner, Mr. DeLorenzo, was in the meeting and was asked if he had anything to discuss concerning the damage that was done due to the water tank project in Independence. Mr. DeLorenzo stated that the water tank project was the cause of the damage that occurred to his water softener system and that he is looking for reimbursement for the plumbing costs directly instead of going through the insurance. Executive Director Corcoran commented that the cost was much higher than expected and originally quoted for the work. The HMUA had asked for the model number of the existing water softener unit which we never received, but the unit was replaced at significant cost. Mr. DeLorenzo commented that he was not able to use his shower for five months and could not wait any longer. He stated that it was his understanding that it would be a reimbursement. Vice Chairperson Harper thanked Mr. DeLorenzo and asked Executive Director Corcoran if she had anything else to add. Executive Director Corcoran stated that she had nothing else to add regarding this matter.

Executive Director Corcoran stated that the Woodmont Development water and sewer mains are complete. We have continued to bill Woodmont for our full time inspection. Victoria Mews is getting close to receiving tentative approval but we are still waiting on the flow metering results. There are no other major changes to developer projects.

On the sewer side, we installed a new Winsmith drive on the final clarifier #1. It was a joint effort between the sewer utility and Fisher Electric. They also replaced two RAS mag meters. They provided mini camera work to assist homeowners at 204 Washington Street, 102 Ferris



Place and 100 Hamilton Drive. The sewer utility assisted the Hackettstown DPW with the jet on the storm drain line on 3<sup>rd</sup> Street. There were some sewer line blockages in Mansfield Village on May 26<sup>th</sup> and Airport Road on May 30<sup>th</sup>, and NJDEP was notified. It was determined that the Airport Road issue is a significant dip in the line that is about 15 ft. deep, so is not something that we can repair ourselves. We will continue to monitor that.

The sewer utility replaced two check valves on the digester gas mixing lines; the old ones were not operating properly. They also dug up and repaired an 8” sludge valve at primary clarifier #2. They also continue to flow meter within areas of the collection system.

The UV project is fully complete and all training is completed. We are now tracking the power consumption, which should reduce due to this project.

On the water side, May’s total system usage was lower than previous years with the daily average for May 2022 being 2.129 MGD compared to 2021 usage of 2.165 MGD. There were no main breaks since the last board meeting, keeping it at seven for the year so far. We did have three service leaks on the customer side since the last meeting and all have been repaired.

Director Corcoran continued to say the water utility dug up and repaired seven curb boxes. They had a “Right to Know” safety inspection and passed with no issues. Staff replaced the chlorine supply line and rebuilt the chlorine booster pump at Well #7. They completed 97 mark out requests, and installed a new air release valve at Well #4. They completed this year’s hydrant flushing and repaired six hydrants that had issues. They also blacktopped ditches from main breaks during the winter.

With regard to the Lead Service Line project, Corcoran stated that the application was submitted on April 14<sup>th</sup> hoping to get the project in the IBank’s current fiscal year. She stated that they have been pushing all the various review agencies to expedite this project and have been successful with most. She stated that they had an issue with lack of response from the SED office. It required a significant amount of prodding and assistance from various parties including John DiMaio’s office, but we were finally able to get through to the SED office. Corcoran stated that she requested a waiver from the 30 day bid notice requirement by letter and that was approved by SED, allowing for the authorization to advertise. The project is currently out for bid. She stated that they have been following a very tight timeline but so far are staying within the current IBank fiscal year. She added that the Town of Hackettstown adopted the ordinance requiring lead service lines to be replaced at its May 12, 2022 Council meeting.

With regard to the 1.0 MG Tank design work, Corcoran stated that Dave Klemm will update on the status of that project.

Corcoran stated that the Capital Improvement Report, required by the Water Quality Accountability Act, has been completed. This was required to be done on line and NJDEP’s website had several glitches not allowing us to submit initially, so the deadline was extended and glitches were finally fixed. A copy of that report was included in the meeting packet.

The Water Utility hired two new operators; one to replace Mike Snyder who is retiring at the end of June and another to replace an operator trainee that resigned.

Executive Director Corcoran continued to say that she forwarded a draft resolution in support of clean water, healthy families, good jobs. The AEA recommended that utilities customize and



pass this ordinance or one similar to push the state to send New Jersey's American Rescue Plan ARP \$6 billion dollars toward water and sewer projects. Corcoran customized the draft provided to the board members. After a brief discussion, the following Resolution #22-3682 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3682

WHEREAS, clean water is critical for the economic vitality, environmental health, and quality of life within New Jersey cities; and

WHEREAS, New Jersey's aging water infrastructure is in urgent need of extensive upgrades; and

WHEREAS, aging water infrastructure is costly for New Jersey; for example, 130 million gallons of treated drinking water are lost per day to leaky pipes, flooding resulted in hundreds of millions of dollars in damage last year alone, and lead-contaminated drinking water has caused immeasurable damage to the health of children, especially in some of the state's most vulnerable communities; and

WHEREAS, budget constraints, expensive capital requirements, and ongoing operating costs to address these issues can pose major financial challenges; and

WHEREAS, Governor Murphy and the state legislature have an opportunity to make a historic investment in water infrastructure and demonstrate that New Jersey is a leader on one of the most important issues we face; and

WHEREAS, new state mandates for the replacement of lead service lines, removal of PFAs (per- and polyfluoroalkyl substances) contamination, upgrades to combined sewer systems, and addressing aging and unreliable drinking water, wastewater, and stormwater systems in the face of climate change impacts will require significant local funds; and

WHEREAS, the United States Environmental Protection Agency estimates that New Jersey will require \$8.5 billion over the next 20 years for drinking water projects and \$17.5 billion over the next 20 years for clean water projects, for a total of at least \$26 billion; and

WHEREAS, these costs will be passed on to customers of drinking water and wastewater systems through user rates and/or increases in property taxes; and

WHEREAS, the State of New Jersey received \$6.4 billion from the federal American Rescue Plan Act that may be used for investments in water and sewer infrastructure; and

WHEREAS, New Jersey is receiving \$1 billion over five years from the federal Infrastructure Investment and Jobs Act (aka the Bipartisan Infrastructure Law); and

WHEREAS, investing an additional \$1.2 billion of federal funds in water infrastructure by the State of New Jersey, for a combined total of \$2.2 billion in federal funds, offers a generational opportunity to protect public health and reestablish a state of good repair for our communities' drinking water, wastewater, and stormwater systems; and

WHEREAS, the investment would also help remove emerging contaminants from drinking water, protect property from chronic flooding, reduce water pollution, increase



water system efficiency, and make water bills affordable for everyone, all while creating tens of thousands of jobs.

NOW, THEREFORE, it is hereby resolved by the GOVERNING BODY of the Hackettstown Municipal Utilities Authority endeavors to request that the State of New Jersey/Governor Murphy/New Jersey State Legislature:

1. Commit an additional \$1.2 billion in funding from its American Rescue Plan funds to ensure every community has affordable, safe drinking water, clean waterways, and flood protection; and
2. Grow the amount of federal funding for New Jersey water projects.

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Executive Director Corcoran continued that last month the state had extended the moratorium for those that want to apply for assistance or get on a payment plan to June 15<sup>th</sup>. To date we have had seven customers take advantage of that payment option. We were hoping to have more; however we still intend to offer a payment plan to customers that did not take advantage of the state assistance.

Director Corcoran stated that the next item is Juneteenth. This has been a federal holiday since 2021. Corcoran stated that she would like to add it as a holiday for HMUA employees. Jerry DiMaio commented that the Town of Hackettstown employees have that day off. The following Resolution #22-3683 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3683

WHEREAS, Juneteenth is a federal holiday in the United States, commemorating the emancipation of enslaved African Americans; and

WHEREAS, the Authority Board Members desire for the HMUA to celebrate the federal Juneteenth holiday; therefore,

BE IT RESOLVED that Executive Director Corcoran is hereby authorized to modify the Employee Handbook to reflect the federal Juneteenth Holiday as a paid day off for HMUA employees.

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Corcoran stated the next item is a recent request from Centenary University. She stated they are requesting forgiveness of the penalty and interest that was assessed on all of their accounts in the amount of \$401.93. They said that they did not receive their May bills until today. We had sent them a delinquent notice which brought the fact that they never received their May bills to their attention. The post office is very problematic, so it is not inconceivable that it took a month and a half for the bills to reach them. After a brief discussion, it was suggested that we offer a onetime courtesy refund of fees as we have done with other customers, with the stipulation that



moving forward, Centenary must agree to e-billing instead of mailing. A motion was made by Jerry DiMaio to provide a onetime refund, with the stipulation that future bills be sent via e-bill.

This motion was seconded by Lala and upon roll call vote carried:

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper thanked Director Corcoran for her report and requested Engineer David Klemm to proceed with his report.

David Klemm started with an update on the 1.0 MG water storage tank project. On June 1, 2022, the HMUA received a letter from the NJDEP dated May 17, 2022 that requires the completion of a Stage I Cultural Resources Evaluation and submission of an Application for Project Authorization to the New Jersey Historic Preservation Office. Mott MacDonald is working on a scope and costs associated with this with a cultural resources consultant.

Klemm stated that his staff has been focusing on the Lead Service Line project and pushing it through for approval, per Director Corcoran's request. Corcoran commented that Mott MacDonald has been doing a great job pushing that project along. The project is currently out for bid with a bid opening on June 22<sup>nd</sup>. Once bids are received, Mott MacDonald will send an authorization to award request to the NJDEP for review, and hopefully NJDEP will issue authorization to award by June 30<sup>th</sup> to allow the project to be under this fiscal year for the IBank.

Klemm continued that the UV project is completed and the maintenance bond has been submitted for the project. The overall value of the contract was actually a little more than \$10,000.00 less than the original bid amount.

Since the May 2022 Board Meeting, Mott MacDonald has followed up with Pyrz Water requesting recommendation and cost proposal for Accutab system for a trial period.

Klemm continued that the NJPDES Permit Renewal Application for the WPCP was submitted today.

Lastly, Klemm stated that he is finalizing the capacity evaluation of the downstream sewers for the Victoria Mews project. They have completed all the flow metering, run all the sewer capacity calculations and are finalizing the report. Dave commented that some of the sewer lines are close to capacity and we should watch those moving forward.

Vice Chairperson Harper and Executive Director Corcoran thanked David Klemm for his report.

Vice Chairperson Harper requested Counselor Zaiter to proceed with his report. Counselor Zaiter suggested the Board convene into Executive Session.

Vice Chairperson Harper stated he would entertain a motion to convene into Executive Session. Resolution #22-3684 was proposed by John DiMaio who moved its adoption.

Resolution #22-3684

BE IT RESOLVED, on this 14<sup>th</sup> day of June, 2022 by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss attorney client communication 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 item which is to be discussed in Executive Session, can be publicly disclosed.

THEREFORE, BE IT RESOLVED, on the 14<sup>th</sup> day of June, 2022 by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 4:45PM.

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

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Jerry DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by John DiMaio and all indicating approval at 5:06 PM. No formal action was taken during Executive Session.

With regard to the matter of 50 Ketchum Road and Mr. DeLorenzo's request for reimbursement a motion was made by John DiMaio to let the matter play out through insurance and due course under Title 59. The motion was seconded by Lala and upon roll call vote carried:

Ayes: Harper, Jerry DiMaio, John DiMaio and Lala

Vice Chairperson Harper asked whether anyone had business of a general nature to discuss with no response. Vice Chairperson Harper 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 – 5:10 P.M.

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