



HMUA MINUTES

REGULAR
MEETING OF

November 8, 2022

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING NOVEMBER 8, 2022

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster 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: Kuster, Harper, Jerry DiMaio, John DiMaio and Lala.

Also attending: Counselor John Zaiter, Executive Director Corcoran, Recording Secretary Lasch. Chairperson Kuster led a salute of the United States flag.

Chairperson Kuster indicated that the next agenda item was approval of the October 11, 2022 Regular Meeting minutes. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Lala.

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

Chairperson Kuster indicated that the next agenda item was approval of the October 11, 2022 Executive Meeting minutes. A motion to approve the minutes was made by Harper, being seconded by Jerry DiMaio.

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

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-1247 and #OEA-1248 in the total aggregate amount of \$219,221.26. The following Resolution #22-3718 was proposed by John DiMaio who moved its adoption:

Resolution #22-3718

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

Dated: October 7, 2022	OEA-1247	SL-23	\$131,151.22
Dated: October 21, 2022	OEA-1248	SL-24	<u>\$ 88,070.04</u>
		Total	\$219,221.26

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



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

Chairperson Kuster stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-299 in the aggregate amount of \$9,919.95. The following Resolution #22-3719 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3719

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-299 be formally approved:

REQUISITION #RR-299

C & T Welding, LLC	Steel Tank Replacement/ATB	\$	1,800.00
Master Leak Technologies, LLC	Loggers & Security Rope	\$	6,160.00
P3 Generator Services	Generator Rental	\$	1,325.00
Region Energy	208 Hurley Dr./Repair	\$	<u>634.95</u>
	Total	\$	9,919.95

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

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

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving General Fund #GF-25 in the amount of \$19,566.75. The following Resolution #22-3720 was proposed by Lala who moved its adoption.

Resolution #22-3720

BE IT RESOLVED, that the following General Fund Requisition #GF-25 be formally approved:

REQUISITION #GF-25

Mott MacDonald	Lead Service Line Replacement Program	\$	4,545.00
Richard Grubb & Assoc	1.0MG Tank-Project Auth	\$	4,521.75
Township of Independence	1.0MG Application Fees	\$	1,500.00
Township of Independence	1.0MG Review Fees	\$	<u>9,000.00</u>
	Total	\$	19,566.75

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

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

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-330 in the amount of \$4,380.25. The following Resolution #22-3721 was proposed by Jerry DiMaio who moved its adoption.

Resolution #22-3721

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-330 be formally approved:

REQUISITION #ESR-330

Hackettstown MUA	Russo/W&S Filing Fees	\$	2,000.00
Hackettstown MUA	South State/Meter Rental	\$	94.46



Mott MacDonald	Jade Hackettstown Assoc.	\$	880.25
South State, Inc.	Refund of Meter Rental	\$	<u>1,405.54</u>
	Total	\$	4,380.25

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

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

Chairperson Kuster stated the next agenda item was to entertain a resolution approving Interlocal Agreement Sludge Disposal Contract with the Passaic Valley Sewerage Commission (PVSC) for the three years from date of execution. The following Resolution #22-3722 was proposed by John DiMaio who moved its adoption.

Resolution #22-3722

WHEREAS, PVSC owns and operates a large wastewater treatment facility located in Newark, New Jersey, and has facilities to accept sewage sludge from outside agencies for further on-site treatment and disposal; and

WHEREAS, the HMUA is a generator of municipal sludge and desires to have the sludge treated and disposed of by PVSC; and

WHEREAS, PVSC has proposed an updated three year term Interlocal Agreement Sludge Disposal Contract with certain terms and conditions including associated fees for treatment and disposal of the sludge, and other related matters;

BE IT RESOLVED that Executive Director Corcoran is hereby authorized to execute the contract with the Passaic Valley Sewerage Commission.

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

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

Chairperson Kuster requested Executive Director Corcoran to proceed with her report.

Executive Director Corcoran stated that the Woodmont Development is moving along nicely. We installed some of the water meters in the buildings. Victoria Mews/Hackettstown Crossing is far along with the sewer installation and they hope to be done by December.

Corcoran stated that the annual inspection was completed by Mott MacDonald, of all the water and sewer utilities.

Director Corcoran stated on the wastewater side, they replaced a sidewalk at 4 Mitchell where they did a sewer lateral repair. They also performed six month flame arrestor maintenance on the digester gas piping.

The sewer utility gave Hackettstown High School AP Science class of 26 students a tour of the treatment plant. There was another tour for the County College of Morris with 20 students.



The sewer utility repaired the return activated sludge pump check valve and did some routine jet and main line camera work in addition to cleaning all the pump stations. They completed the five year oil changes for the clarifiers. They finished the new seal water tank installation at the ATB. Unfortunately the washer/compactor is still down so they need to hand rake and bag the influent screenings.

On the water side, Corcoran stated that the October system usage was a higher compared to last years but very similar to 2020. There were no main breaks since the last board meeting, making it ten main breaks for the year and one service line leak since the last meeting.

The water utility has continued leak detection by putting the correlators out every night. In addition, they dug up and repaired 2 curb boxes. HMUA staff started to install a new 6" water main on Ashley Avenue. Utility staff also completed 113 mark outs and painted 20 fire hydrants. They also changed approximately 25 meters as we continue the meter replacement program.

She stated that she received a letter from the attorney for Mansfield stating the HMUA is responsible for the break and repairs on Claremont Road and they are calculating the costs. John Zaiter responded to that letter, reiterating that Mansfield Fire Company is responsible, and we have not heard anything more.

We also submitted a claim to the insurance company for the homeowner of 50 Ketcham Road. He filed a small claims complaint through the Warren County Superior Court. Since we went through our insurance, Qual Lynx hired John Macce of Clinton to handle the claim.

Corcoran continued to report on the 1.0 MG tank project, stating that they attended the Independence planning board meeting, and it was determined that a site plan submittal is required. Mott MacDonald has been putting that together and it is just about completed, and she hopes the project will be put on the December meeting agenda.

The Lead Service Line Project is not projected to start until the spring of next year, due to supply chain issues. She stated they are still trying to get signed Right of Entry Forms from approximately 23 properties.

Corcoran continued by stating that they have been receiving some promising resumes for the deputy director position.

Lastly, Director Corcoran stated that HMUA will be having a Holiday party this year and we are expecting a bigger crowd due to new employees. This year it is at Bea McNally's on Friday, December 16th. Hold the date and invitations will come out shortly.

Chairperson Kuster requested Counselor Zaiter to proceed with his report. Counselor Zaiter started with the response to the Claremont Road problem. Counselor Zaiter does not see this as a problem. He sent them a letter that was previously sent that stated we are not responsible. Counselor Zaiter said that he is not concerned and he does not see a reason for the Board to be concerned.

With respect to the approval of the 1.0MG Tank, Zaiter felt that the Planning Board folks were welcoming. Some people were concerned about what the water tank would look like and he does not think they have any other problem with it at all. They were curious as to why we were



taking down one tower and building another, which was explained by the engineer. John DiMaio commented that the HMUA has been very good to Independence Township with regard to the water problem on Asbury Road and some other areas. Zaiter commented that the chairman was right on top of it and went through all the positives. Zaiter does not anticipate any problems.

Zaiter said that Kathy touched on the lawsuit that was filed by 50 Ketcham Rd. and that he had asked the court to postpone it. Attorney John Macce was appointed and has filed an application to dismiss it because the plaintiff should have waited six months before they filed the complaint and they did not. So it will probably get dismissed, but plaintiff can re-file in a few months. Kuster commented that he is glad that we went through our insurance.

Chairperson Kuster thanked Counselor Zaiter for his 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 Jerry DiMaio, seconded by Harper and followed by a unanimous voice vote.

Time – 4:03 P.M.

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