



HMUA MINUTES

ANNUAL  
MEETING OF

MARCH 14, 2023

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING MARCH 14, 2023

JACOB GARABED ADMINISTRATION BUILDING & VIRTUAL MEETING

The meeting was called to order by Chairperson Lala at 3:30 P.M. over teleconference to promote the necessary social distancing to avoid the spread of COVID-19 and other viruses. 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: Lala, Harper, Kuster and Jerry DiMaio, Also attending: Counselor Zaiter, Executive Director Corcoran, Deputy Director Pizarro and Recording Secretary Lasch.

Chairperson Lala led a salute of the United States Flag.

Chairperson Lala indicated approval of the February 15, 2023 Annual Meeting to be the next agenda item. A motion to approve the minutes was made by Harper, being seconded by Lala.

Ayes: Lala, Harper, Kuster and Jerry DiMaio

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

Chairperson Lala 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 Lala stated the next agenda item was to entertain a resolution approving the Operations Expense Account Requisitions #OEA-1256, and #OEA-1257 in the total aggregate amount of \$268,853.15. The following Resolution #23-3757 was proposed by Jerry DiMaio who moved its adoption:

Resolution #23-3757

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

Dated:	February 10, 2023	OEA-1256	SL-06	\$132,295.78
Dated:	February 24, 2023	OEA-1257	SL-07	\$136,557.37
		Total		\$268,853.15

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

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-303 in the aggregate amount of \$28,052.85. The following Resolution #23-3758 was proposed by Harper who moved its adoption.

Resolution #23-3758



BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-303 be formally approved:

REQUISITION #RR-303

ASCO Power Services	Repair of Transfer Switches-WPCP	\$	12,752.85
Raybern Utility Solutions	100W ERT's Contract WM-21, Pt. 2		<u>15,300.00</u>
	Total	\$	28,052.85

The Resolution was seconded by Kuster and upon roll call vote carried:

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-334 in the amount of \$7,240.72. The following Resolution #23-3759 was proposed by Kuster who moved its adoption.

Resolution #23-3759

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-334 be formally approved:

REQUISITION #ESR-334

Hackettstown MUA	Woodmont-Construction	\$	363.27
Mott MacDonald	Jade Hackettstown	\$	1,462.00
Mott MacDonald	Quick Chek	\$	290.50
Mott MacDonald	River Valley Apartments	\$	1,891.50
Mott MacDonald	Russo HT Urban Renewal	\$	2,772.00
R & J Control, Inc.	House of Good Shepherd	\$	<u>461.45</u>
	Total	\$	7,240.72

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

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated the next agenda item was discussion and possible action to award contract #Orthopolyphosphate-23 for the supply of Orth polyphosphate blend chemical. Deputy Director Pizarro explained the bids received versus current costs. The following Resolution #23-3760 was proposed by Kuster who moved its adoption.

Resolution #23-3760

WHEREAS, subsequent to the proper advertisement, two (2) sealed proposals for Orthopolyphosphate Blend chemical were received and read aloud at a public bid opening on February 28, 2023 at 11:00 AM at the HMUA Jacob Garabed Administration Building; and, WHEREAS, it has been determined that the lowest responsive and responsible bid was received from Shannon Chemical Corp of Malvern, PA for the bid price of \$1.43 per wet pound of Orthopolyphosphate Blend chemical for a one (1) year contract; therefore,



BE IT RESOLVED, Contract #Orthopolyphosphate-23 is awarded to Shannon Chemical Corp of Malvern, PA and the Executive Director is hereby authorized to execute the necessary contract documents.

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

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated the next agenda item was discussion and possible action to award Contract #AS-23 for Liquid Aluminum Sulfate. Deputy Director Pizarro explained the bids received versus current costs. The following Resolution #23-3761 was proposed by Kuster who moved its adoption.

Resolution #23-3761

WHEREAS, subsequent to the proper advertisement, two (2) sealed proposals for Liquid Aluminum Sulfate were received and read aloud at a public bid opening on February 28, 2023 at 11:00AM at the HMUA Jacob Garabed Administration Building; and,

WHEREAS, it has been determined that the lowest bid was received from Chemtrade for the bid price of \$245.41 per wet ton; therefore,

BE IT RESOLVED, Contract #AS-23 for Liquid Aluminum Sulfate is awarded to Chemtrade Chemicals US LLC of Parsippany, NJ and the Executive Director is hereby authorized to execute the necessary contract documents.

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

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated that the next agenda item was discussion and possible action to pass a resolution authorizing the purchase of electricity supply services for public use on an online auction website. After a brief discussion, the following Resolution #23-3762 was proposed by Harper who moved its adoption.

Resolution #23-3762

WHEREAS, Hackettstown Municipal Utility Authority has determined to move forward with the EMEX Reverse Auction in order procure electricity for Hackettstown Municipal Utility Authority; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Hackettstown Municipal Utility Authority will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and



WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.093/kWh or less for any term; Hackettstown Municipal Utility Authority may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Executive Director of the Hackettstown Municipal Utility Authority is hereby authorized to execute on behalf of the Hackettstown Municipal Utility Authority any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.093/kWh or less for any term; Hackettstown Municipal Utility Authority may award a contract to the winning supplier for the selected term.

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

Ayes: Lala, Harper, Kuster and Jerry DiMaio

Chairperson Lala stated that the next agenda item was discussion and possible action to approve an On-line Auction of Surplus Equipment. The following Resolution #23-3763 was proposed by Jerry DiMaio who moved its adoption.

Resolution #23-3763

WHEREAS, the HMUA has excess/unused equipment that it desires to sell on the GovDeals on-line auction (list attached) platform; therefore

BE IT RESOLVED that HMUA Board hereby authorizes the sale of the listed items in the GovDeals on-line auction. This Resolution was seconded by Harper and upon roll call vote carried:

Ayes: Lala, Harper, Kuster and Jerry DiMaio

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

Executive Director Corcoran started by stating that there is nothing really new with the developer applications. Construction continues with the Woodmont and Hackettstown Crossing developments.

On the water side, Director Corcoran reported that February water usage was slightly higher than last year but lower than 2021. We continue leak detection with the deployment of correlators every night. Water staff dug up and repaired three curb boxes, completed 45 mark-outs and replaced 23 old meters. They also installed two lengths of water main on Ashley Ave. and installed a new sample point in Vienna Hills for coliform sampling.

Corcoran further stated that the water allocation permit is still under review by NJDEP but she expects the permit to be issued shortly. The Lead Service Line Project is moving as far as material procurement by the contractor; however, the meter setters are still on backorder.



Corcoran continued regarding the 1.0 MG tank project. The Historic Preservation Office (HPO) determined that the project does not encroach on the Morris Canal Historic District due to the proposed archaeological monitoring during construction in that area. RGA is preparing a monitoring plan for HPO approval. Mott MacDonald send a response letter to Independence Planning Board engineer requesting several waivers in addition to the variances previously requested. She stated that she anticipates the project will be heard at the March 20 meeting.

Corcoran stated that Deputy Director Pizarro was able to complete our required water Consumer Confidence Report in-house. He used a program to do the graphics that we otherwise would have sent to a printing company.

As for the lawsuit by 50 Ketcham Road, the JIF attorney settled the Superior Court civil case for \$4,830.00, bringing that to a close.

On the sewer side, Director Corcoran continued by stating that staff repaired a six inch cleanout on Morgan Terrace, which is the Willow Grove school line. Sewer staff also dug up the 1,000 gallon propane tank that was at the digester since we now have natural gas over there. They performed oil changes on the main sludge pumps and installed a new polymer solution pump used for sludge thickening.

They had ASCO perform transfer switch repairs on the AB generator that was damaged by a lightning strike in July of last year. This is being processed as a claim through the insurance. The total was about \$12,700.

Corcoran continued to say that Hackettstown PD found a manhole lid off at Mountainview and Grand Ave and sewer staff installed a new manhole riser, which fixed that situation.

Deputy Director Pizarro stated that the Cooperative Agreement contractor, Rand Plumbing, installed approximately 700 linear feet of natural gas piping and completed the work on March 11. This gas line will allow us to continue conversion of the existing diesel boilers and the AB diesel generator over to natural gas and allow us to eventually remove the USTs. The boiler conversions will be the next work to be completed. There was some discussion about the existing generator and the conversion.

Chairman Lala thanked Director Corcoran and Deputy Director Pizarro for their reports.

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

Chairperson Lala asked whether anyone had business of a general nature to discuss with no response.

Chairperson Lala declared a motion to adjourn would be in order and was so moved by Jerry DiMaio and followed by a unanimous voice vote.

Time -4:01 P.M.

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Kathleen Corcoran  
Executive Director & Secretary