



HMUA MINUTES

REGULAR  
MEETING OF

March 12, 2024

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING MARCH 12, 2024

JACOB GARABED ADMINISTRATION BUILDING & VIRTUAL MEETING

The meeting was called to order by Chairman Lala at 3:30 P.M. in person and 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: Harper (in person); Jerry DiMaio, Lala, and John DiMaio (over teleconference).

Also attending: Executive Director Corcoran, Deputy Director Pizarro, and Recording Secretary Lasch (in person); Counselor Zaiter (over teleconference).

Chairperson Lala led a salute of the United States Flag.

Chairperson Lala indicated approval of the February 13, 2024 Annual Meeting to be the next agenda item. A motion to approve the minutes was made by Harper, being seconded by Jerry DiMaio.

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

Chairperson Lala indicated approval of the March 8, 2024 Emergency Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio and seconded by Harper.

Ayes: Lala, Harper and Jerry DiMaio

Abstained: John 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-1282, and #OEA-1283 in the total aggregate amount of \$258,374,.14. The following Resolution #24-7854 was proposed by John DiMaio who moved its adoption:

Resolution #24-7854

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

Dated:	February 9, 2024	OEA-1282	SL-06	\$ 78,961.87
Dated:	February 23, 2024	OEA-1283	SL-07	<u>\$179,412.27</u>
		Total		\$258,374.14



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

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

Chairperson Lala stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-315 in the aggregate amount of \$10,290.87. The following Resolution #24-7855 was proposed by Harper who moved its adoption.

Resolution #24-7855

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-315 be formally approved:

REQUISITION #RR-315

APG-Neuros.	On-Site Visit, Time & Travel	\$	3,390.00
Hach Company	Controller & UV Protection		3,200.87
Kustom Control Solutions	Troubleshoot Belt Press Controls		320.00
TGM Services	WPCP ATB Gas Conversion		<u>3,380.00</u>
	Total	\$	10,290.87

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

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

Chairperson Lala stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-346 in the amount of \$3,249.45. The following Resolution #24-7856 was proposed by Jerry DiMaio who moved its adoption.

Resolution #24-7856

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-346 be formally approved:

REQUISITION #ESR-346

Hackettstown MUA	NVR – Water & Sewer Inspections	\$	1,200.00
Hackettstown MUA	Skoda Contracting Co. Rental	\$	100.67
Genserve LLC	HOGS – Generator Maint		461.45
Mott MacDonald	Russo HT Urban Renewal		88.00
Skoda Contracting Co	Refund Rental Deposit		<u>1,399.33</u>
	Total	\$	2,295.50

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

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

Chairperson Lala stated the next agenda item was discussion and possible action to grant tentative approval to Jade Hackettstown Associates, LLC for the Hackettstown Crossing Phase C including residential apartments, commercial space and a restaurant at Block 21, Lot 18.02 in the Town of Hackettstown. After a brief discussion, the following Resolution #24-7857 was proposed by Harper who moved its adoption.



Resolution #24-7857

WHEREAS, Jade Hackettstown Associates, LLC has requested Tentative Approval for water and sewer utility service for the proposed Hackettstown Crossing Phase C including residential apartments, commercial space and a restaurant on Block 21, Lot 18.02 in the Town of Hackettstown; and

WHEREAS, the application and project plans have been reviewed by Mott MacDonald and determined to be in accordance with the Authority's rules and Regulations; now therefore

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority herein grants tentative approval to Jade Hackettstown Associates, LLC for Hackettstown Crossing Phase C.

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

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

The next agenda item as noted by Chairperson Lala was the discussion and possible action to grant final approval to Jade Hackettstown Associates, LLC for a Dunkin restaurant at Block 21, Lot 18.02 in the Town of Hackettstown. The following Resolution #24-7858 was proposed by Harper who moved its adoption.

Resolution #24-7858

WHEREAS, Jade Hackettstown Associates, LLC has requested final approval for water and sewer utility service for a proposed Dunkin Donuts at Block 21, Lot 18.02 in the Town of Hackettstown; and

WHEREAS, the application and project plans have been reviewed by Mott MacDonald and determined to be in accordance with the Authorities Rules and Regulations and an acceptable performance guarantee has been provided; now therefore

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority herein grants Final approval to Jade Hackettstown Associates, LLC for the Dunkin restaurant project in the Town of Hackettstown.

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

Ayes: Lala, Harper, Jerry DiMaio and John DiMaio

Chairperson Lala stated the next agenda item was discussion and possible action to award contract #Orthopolyphosphate-24 for supply of orthopolyphosphate blend chemical. The following Resolution #24-7859 was proposed by Harper who moved its adoption:

Resolution #24-7859

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, 2024 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 Coyne Chemical of Croydon, PA for the bid price of \$1.1334 per wet pound of orthopolyphosphate blend chemical for a one (1) year contract; therefore,

BE IT RESOLVED, Contract #Orthopolyphosphate-24 is awarded to Coyne Chemical of Croydon, 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, Jerry DiMaio and John DiMaio

Chairperson Lala stated the next agenda item was discussion and possible action to award Contract #AS-24 for liquid aluminum sulfate. The following Resolution #24-7860 was proposed by John DiMaio who moved its adoption:

Resolution #24-7860

WHEREAS, subsequent to the proper advertisement, three (3) sealed proposals for Liquid Aluminum Sulfate were received and read aloud at a public bid opening on February 28, 2024 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 \$257.54 per wet ton; therefore,

BE IT RESOLVED, Contract #AS-24 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, Jerry DiMaio and John DiMaio

Chairperson Lala requested Director Corcoran to proceed with her report.

Director Corcoran began by stating that Hackettstown Crossing is continuing townhouse construction and sales, and construction of the Dunkin restaurant. Liongate, 999 Willow Grove and Vermella projects are also moving ahead.

On the water side, we received the report for the USEPA inspection that was very technical in nature. The most significant deficiencies noted were related to the location of raw water sample taps. Other things such as tighter mesh screens on ends of blow off piping, and additional reports and procedures that they had not asked for previously. This was an extensive investigation by USEPA and NJDEP, but fortunately they did not identify many deficiencies.

The Water system usage was higher compared to 2022, and much higher than 2021. There was one main break on Slope Drive in Diamond Hill and one service leak since the last board meeting. The water utility continues to put the leak correlators out every night.

After being off line for approximately four months, the new pump and motor for Well #8 have been installed. The Lead Service Line Project is hours away from substantial completion. The 1.0 MG tank project application was submitted to Warren County Planning Department.



Director Corcoran stated that Deputy Director Chris Pizarro will report on the Sewer side.

Deputy Director Pizarro continued that sewer staff performed routine mainline camera work, jetting, pump station cleaning and typical emaint tasks around the plant and collection system. Two sump pump connections were found by sewer staff and those customers were informed that they needed to be disconnected. The staff also found another sump pump at 199 Main Street and they were also informed that it needed to be disconnected.

Deputy Director Pizarro stated that the ATB boiler burner has been converted to natural gas. Staff have been working on repairing check valves on the raw sewage pumps. Check valve #1 was repaired by staff and we are having custom parts made for pump #3 check valve. A new VFD was installed to replace the failed VFD at thickened sludge pump #2. thickened sludge pump #2 and gravity belt thickener pump #1 are now both running and working very well.

On the safety side, staff continues to take JIF safety classes and formal inspections were completed of the hoists and cranes as per the PEOSH report. Matt Nicolls continues to take NJ Water Apprentice training as well as CDL road test training. As far as personnel, we had one operator trainee released during the probationary period and another trainee that resigned. We have hired one new operator trainee and another previous sewer employee that had a level S2 license.

Harper stated he had questions regarding the EPA inspection report and dangers with regard to the equipment and response with regard to a potential chlorine leak. Director Corcoran explained that in order to be able to respond to a major leak there is SCBA training and equipment needed, special fitted masks, etc. The HMUA used to have two employees that were trained, but decided years ago that it was not worth it to continue with the SCBA training, etc. Currently if there is a leak, we will call in a Haz-Mat team. We are still working out the details of how we will respond to the EPA report. Director Corcoran stated she would find out more information regarding the chlorine response and report at the next meeting. She further stated that a detector will be installed at Well #4.

Harper also inquired about the noted mold around the tanks. Director Corcoran stated that this was listed only as an observation in the report, but she will look into if it is harmful in any way and what can be done to have it removed.

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 –4:00 P.M.

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Kathleen Corcoran  
Executive Director & Secretary