



HMUA MINUTES

REGULAR
MEETING OF

April 9, 2024

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING APRIL 9, 2024

JACOB GARABED ADMINISTRATION BUILDING & VIRTUAL MEETING

The meeting was called to order by Vice Chairman Harper 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); Kuster, Jerry DiMaio, and John DiMaio (over teleconference).

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

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

Vice Chairperson Harper indicated approval of the March 12, 2024 Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by John DiMaio.

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

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

Vice Chairperson Harper stated the next agenda item was discussion and possible action regarding project change orders. Executive Director Corcoran stated that there was an emergency meeting regarding a necessary change order for the Lead Service Line Project. The Board approved a not to exceed \$17,000 contract modification (CM) at that meeting. The actual amount for the work was \$9,353.92. Corcoran recommended a formal resolution to approve the final amount of the CM. The following Resolution #24-7861 was proposed by Kuster who moved its adoption:

Resolution #24-7861

WHEREAS, subsequent to award of Contract 53W to Waters and Bugbee, it was determined that 400R Willow Grove St. required replacement; and

WHEREAS, at its March 8, 2024 meeting, the HMUA approved CM-3 in an amount not to exceed \$17,000 to pay for contractor time and materials to replace the service line to 400R Willow Grove St.; and

WHEREAS, the actual cost for the CM-3 work was \$9,353.92; therefore

BE IT RESOLVED, the HMUA hereby approves CM-3 to Contract 53W in the amount of \$9,353.92.

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



Ayes: Harper, Kuster, Jerry DiMaio and John DiMaio

Vice Chairperson Harper stated the next agenda item was to entertain a resolution approving the Operations Expense Account Requisitions #OEA-1284, and #OEA-1285 in the total aggregate amount of \$272,311.87. The following Resolution #24-7862 was proposed by Jerry DiMaio who moved its adoption:

Resolution #24-7862

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

Dated:	March 8, 2024	OEA-1284	SL-08	\$ 76,427.42
Dated:	March 22, 2024	OEA-1285	SL-09	<u>\$195,884.45</u>
		Total		\$272,311.87

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

Ayes: Harper, Kuster, Jerry DiMaio and John DiMaio

Vice Chairperson Harper stated the next agenda item was to entertain a resolution approving Renewal & Replacement Fund Requisition #RR-316 in the aggregate amount of \$102,011.35. The following Resolution #24-7863 was proposed by Jerry DiMaio who moved its adoption.

Resolution #24-7863

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-316 be formally approved:

REQUISITION #RR-316

Alpha Locksmith & Security	WPCP – Door Replacement	\$ 4,538.00
APG-Neuros.	Replace Core for Blower @WPCP	43,425.00
Bryan Drilling Co., Inc.	Well #8 – Well Pump Replacement	26,719.52
Core & Main	Itron 100W /ERT’s (150)	17,250.00
Kustom Control Solutions	Belt Press Replacement VFD	2,428.83
WinCan, LLC	Annual VX Expert License	<u>7,650.00</u>
	Total	\$ 102,011.35

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

Ayes: Harper, Kuster, Jerry DiMaio and John DiMaio

Vice Chairperson Harper state the next agenda item was to entertain a Resolution approving General Fund Requisition #GF-38 in the amount of \$133,255.84. The following Resolution #24-7864 was proposed by John DiMaio who moved its adoption.

Resolution #24-7864

BE IT RESOLVED, that the following General Fund Requisition #GF-38 be formally approved:

REQUISITION #GF-38



Waters & Bugbee	LSL Replacement-Pmt. #6	<u>133,255.84</u>
	Total	\$ 133,255.84

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

Ayes: Harper, Kuster, Jerry DiMaio and John DiMaio

Vice Chairperson Harper stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-347 in the amount of \$3,726.39. The following Resolution #24-7865 was proposed by Kuster who moved its adoption.

Resolution #24-7865

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-347 be formally approved:

REQUISITION #ESR-347

Hackettstown MUA	Jade-Construction Monitoring	\$	648.59
Hackettstown MUA	NVR, Inc. - Monitoring	\$	60.55
Mott MacDonald	Russo HT Urban Renewal		<u>3,017.25</u>
	Total	\$	3,726.39

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

Ayes: Harper, Kuster Jerry DiMaio and John DiMaio

Vice Chairperson Harper stated the next agenda item was discussion and possible action to extend and modify cell tower site rental agreement. Director Corcoran explained that there is a cell tower currently on the WPCP property, for which HMUA has been receiving rental payments the past 20 years in addition to reimbursement of Washington Township property taxes.

Corcoran stated that Crown Castle wishes to renew the lease for the property. Crown Castle has offered the same payment conditions including 3% annual escalation, and an additional signing bonus of \$30,000. Corcoran requested board approval to move ahead with the detailed review and contract amendment negotiations with Crown Castle, with the legal assistance of HMUA counsel. A motion to pursue contract extension with Crown Castle was made by Kuster, being seconded by John DiMaio.

Ayes: Harper, Kuster, Jerry DiMaio and John DiMaio

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

Director Corcoran began by stating that Hackettstown Crossing continues townhouse construction, with four buildings remaining and Dunkin coming soon. Vermella project received their DEP permits and we anticipate water and sewer construction in the near future.

On the water side, the Lead Service Line Project is complete and we await the maintenance bonds to close out the contract. With reference to the 1.0M tank project, the site plan was submitted to Warren County, Mott MacDonald made revisions to the plan, and we met this morning with the county planner and county engineer.



With regard to the EPA inspection report, Director Corcoran stated that she asked Bud Volkert to attend today to explain the gas chlorination systems and our procedures in the event of a chlorine leak, and also to discuss the water tanks. Volkert started by explaining the 2.4 MG storage tank is on the side of the mountain above Heath Village. Volkert explained that the back side of the tank does not get much sun and therefore, algae forms and grows. Our annual engineering inspections typically note that the tank has algae. We have previously hired a pressure washer company to wash the tank. The growth is aesthetic only and does zero damage to the coating or the paint.

The Mount Olive and Independence tanks are extremely clean on three quarters of the tank walls. The back quarter of the tanks, where there is no sun, also show growth about 10 ft. high. We periodically pressure wash those tanks ourselves. The 2.4 MG tank is about 40 ft. tall and the growth climbs about 30ft., which would be too dangerous to pressure wash in-house, so we are soliciting prices to pressure wash the 2.4 MG tank.

Volkert continued with regard to the chlorine related concerns that were identified in the EPA inspection report. He stated that HMUA has not had a significant leak in the 36 years that he has been here. While no longer, HMUA historically had respiratory protection for some trained employees. HMUA responded to an emergency approximately 20 years ago for a leaky chlorine cylinder in Mount Olive, and were able to secure the cylinder to stop the leak.

Several years ago, HMUA discontinued the in-house respiratory protection plan due to the onerous requirements for personnel certified to wear air packs, fit testing, annual physicals, in addition to the liability. At that time, it was decided that, if we had a substantial leak, we would contact the Warren County HazMat team to respond to the situation. Tom Nigro, chief of the Warren County HazMat team, recently confirmed that they are prepared to dispatch as soon as called in an emergency. The possibility of a large leak does exist, but is very minimum.

HMUA holds less than 1,000lbs of chlorine at each well location and they are in 150lb cylinders. Two cylinders are hooked up on the scale at the same time so the most chlorine that is ever on is 300lbs. Tubing for the chlorination units is replaced regularly and systems are inspected daily. If a leak occurs, an alarm will page the on-call person. We currently have three chlorine spill kits located throughout the system in the event of a small leak. Two people are involved in handling of chlorine, and all water techs receive regular training on chlorine handling.

Volkert continued and thanked everyone for their support in the Lead Service Line Project. There have been two water main breaks since the last board meeting, both in Diamond Hill. Thankfully, we had no damage caused by the earthquake.

Water usage for March was up a bit higher than 2023 and significantly higher than 2022. The water utility continues to put the leak correlators out every night, and has been working on meter replacement; 26 were replaced last month. Three attended the AWWA conference in Atlantic City and came back with some good information. The ISO will be doing hydrant flow tests in Hackettstown, Independence and Mansfield next week for ISO rating.

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

Deputy Director Pizarro continued that sewer staff performed routine work throughout the collection system. Some of the larger projects were repairing cleanouts at Hidden Hills Section as



well as responding to a potential blockage at 16 Arthur Terrace. The camera revealed the blockage was on the homeowner's side of the line. Staff has started to measure the manholes for inflow protector inserts.

Deputy Director Pizarro continued to say that the rear doors on the digester building have been replaced as per the PEOSH inspection. The two new hires are training, going on rounds and lab work as well as attending safety classes. One employee is attending training through the apprentice program and pursuing his CDL.

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

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 John DiMaio and followed by a unanimous voice vote.

Time –4:06 P.M.

Kathleen Corcoran
Executive Director & Secretary