

HMUA MINUTES

ANNUAL
MEETING OF

FEBRUARY 13, 2018

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



ANNUAL MEETING FEBRUARY 13, 2018

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Harper at 7:04 P.M.

Also attending: Counselor Zaiter, Engineer David Klemm, Executive Director Corcoran.

Executive Director Corcoran acknowledged receipt of the resolution adopted by the Town of Hackettstown appointing Gerald DiMaio to the Authority for a term of office expiring on February 1, 2023.

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

Vice Chairperson Jerry DiMaio 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 accord with the requirements of the Open Public Meetings Act.

Vice Chairperson Jerry DiMaio led a salute of the United States Flag.

Vice Chairperson Jerry DiMaio indicated approval of the January 9th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Kunz, being seconded by Jerry DiMaio with Jerry DiMaio and Kunz voting yea and Harper abstaining.

Vice Chairperson Jerry DiMaio indicated approval of the January 9th Executive Session to be the next agenda item. A motion to approve the minutes was made by Kunz being seconded by Jerry DiMaio with Jerry DiMaio and Kunz voting yea and Harper abstaining.

Vice Chairperson Jerry DiMaio indicated that the election of officers for the ensuing year would be the next order of business and appointed Counselor Zaiter as Acting Chairperson to conduct the election.

Upon hearing the request for nominations for the office of Chairperson for the Board Year 2018/2019, Harper nominated Kuster. Jerry DiMaio seconded the nomination. No further nominations were received. There being only one nomination, Kuster was elected as Chairperson. Upon roll call the vote was carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio then declared nominations for the office of Vice Chairperson to be in order. Kunz nominated Jerry DiMaio. Harper seconded the nomination. No further nominations were received. There being only one nomination, Jerry DiMaio was elected as Vice Chairperson. Upon roll call the vote was carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Chairperson Kuster stated the next agenda item was discussion and possible action to appoint the Risk Management Consultant.



After a brief discussion, the following Resolution #18-3268 was proposed by Kunz who moved its adoption:

WHEREAS, the Hackettstown Municipal Utilities Authority has previously joined the New Jersey Utility Authorities Joint Insurance Fund, following a detailed analysis; and,

WHEREAS, the bylaws of said Fund requires that each Authority appoint a Risk Management Consultant to perform various professional services as detailed in the bylaws; and,

WHEREAS, the Authority has negotiated a reduced fee in the amount of \$4,000, which represents reasonable compensation for the services required; and,

NOW, THEREFORE, be it resolved, the Hackettstown Municipal Utilities Authority does hereby appoint Otterstedt Insurance Agency as its Risk Management Consultant in accordance with the Fund's bylaws; therefore,

BE IT FURTHER RESOLVED, that the Governing Body hereby authorizes and directs the execution of the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:-11-5 (1) (a) (i).

This Resolution was seconded by Jerry DiMaio and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio then indicated that appointments of Authority professionals be the next several agenda items.

After a brief discussion, the following Resolution #18-3269 was proposed by Harper who moved its adoption.

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of an Auditor as a non-fair and open contract pursuant to the provision of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

- 1- That the appointment of Ferraioli, Wielkotz, Cerullo & Cuva, P.A. as the Authority's Auditor and retaining them to perform audits for Fiscal Year 2018 in accordance with their January 24, 2018 proposal is herewith authorized without public bidding.
- 2- The term of said appointment shall be to February 12, 2019, or until their successor has been appointed and qualified.



3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

The next agenda item was the discussion and possible action to appoint the Authority's Counselor.

The following Resolution #18-3270 was proposed by Jerry DiMaio who moved its adoption:

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of a Counselor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

1- That the appointment of the firm Broschius, Fischer & Zaiter as the Authority's Counselor and retaining them to render legal services to the Authority in accordance with their proposal dated January 22, 2018 is herewith authorized without public bidding.

2- The term of said appointment shall be to February 12, 2019, or until their successor has been appointed and qualified.

3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

The next item was the discussion and possible action to appoint the Authority's Consulting Engineer as noted by Vice Chairperson Jerry DiMaio.

The following Resolution #18-3271 was proposed by Harper who moved its adoption:

WHEREAS, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional services of a Consulting Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, pursuant to N.J.S.A. 40:A-11-5, professional services for the Authority may be retained without public bidding; therefore,

BE IT RESOLVED, by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:



1- That the appointment of Mott MacDonald as the Authority's Consulting Engineer and retaining them to render engineering service to the Authority in accordance with their proposal dated February 2, 2018 is herewith authorized without public bidding.

2- The term of said appointment shall be to February 12, 2019 or until their successor has been appointed and qualified.

3- That the Executive Director of the Authority is hereby authorized and directed to publish this Resolution in the Star-Gazette pursuant to N.J.S.A. 40:11-2.

The Resolution was seconded by Kunz and upon roll call vote carried: Ayes; Jerry DiMiao, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to appoint the Executive Director, Secretary and Treasurer.

The following Resolution #18-3272 was proposed by Kunz who moved its adoption:

WHEREAS, N.J.S.A. 40:14b-18 provides that the positions of Executive Director, Secretary and Treasurer of a Municipal Utilities Authority are appointed positions; and,

WHEREAS, the members of the Authority are desirous of appointing Kathleen Corcoran to fill the positions of Executive Director, Secretary and Treasurer; therefore,

BE IT RESOLVED, that Kathleen Corcoran is hereby appointed Executive Director, Secretary and Treasurer of the Town of Hackettstown Municipal Utilities Authority; and,

BE IT FURTHER RESOLVED that the term of said appointment shall be to February 12, 2019 or until her successor has been appointed and qualified.

This Resolution was seconded by Harper and upon roll call vote carried: Ayes; Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio opened the meeting to public participation and noted that there were no members of the public present.

Executive Director Corcoran stated that Vincent Montanino had prepared a presentation with regard to revenues and potential rate increase needs for discussion with the Board; however, due to the smaller group at this meeting, the presentation from the Auditor would take place next month.

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

Vice Chairperson Jerry DiMaio stated that Resolutions pertaining to financial transactions were the next order of business.



The following Resolution #18-3273 was proposed by Harper who moved its adoption:

Resolution #18-3273

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

Dated:	January 5, 2018	OEA-1123	SL-03	\$158,707.65
Dated:	January 19, 2018	OEA-1124	SL-04	<u>91,862.36</u>
			Total	\$250,570.01

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

The following Resolution #18-3274 was proposed by Kunz who moved its adoption:

Resolution #18-3274

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-410 be formally approved:

<u>REQUISITION #CAF-410</u>				
Suburban Consulting	Engineering Ser	vices	\$	<u>5,297.19</u>
	Total		\$	5,297.19

This Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

The following Resolution #18-3275 was proposed by Harper who moved its adoption.

Resolution #18-3275

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-242 be formally approved:

<u>REQUISITION #RR-242</u>				
APG-Neuros	Treatment Plant Equipment		\$	6,680.38
Clowes, Aileen	Leak Repair (305 Hurley)			3,960.00
Fleet Pump & Service Group	Service Call (UV System)			2,100.00
Mott MacDonald	Engineering Services			14,700.00
Warren County Treasurer	Moratorium Fees			1,700.00
Water Works Supply Co.	1" & 5/8" Meters w/ERT's			<u>18,435.00</u>
	Total			\$ 47,575.38

The Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.



The following Resolution #18-3276 was proposed by Kunz, who moved its adoption:

Resolution #18-3276

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-274 be formally approved:

REQUISITION #ESR-274

Mott MacDonald	LIONGATE	\$	760.00
Newton Kia	BP AUTO GROUP LLC		350.00
The Shoppes at Mansfield, LLC	THE SHOPPES@MANSFIELD		<u>562.57</u>
	Total	\$	1,672.57

The Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion of the proposed “Annual Meeting Schedule” for the next year.

After a brief discussion, the following Resolution #18-3277 was proposed by Kunz who moved its adoption:

BE IT RESOLVED: by the Board Members of the Town of Hackettstown Municipal Utilities Authority as follows:

1- The following schedule for the regular meetings of the Authority for the period commencing March 13, 2018 and concluding February 12, 2019 is hereby adopted:

March 13, 2018
April 10, 2018
May 08, 2018
June 12, 2018
July 10, 2018
August 14, 2018
September 11, 2018
October 09, 2018
November 13, 2018
December 11, 2018
January 08, 2019
February 12, 2019

2- All regular meetings will be held at the Jacob Garabed Administration Building at 424 Hurley Drive at 7:00 P.M.

3- A copy of the meeting schedule shall be prominently posted in the Jacob Garabed Administration Building lobby and also be published in the Star-Gazette.

The Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.



The next agenda item as noted by Vice Chairperson Jerry DiMaio was the discussion and possible action to designate the official newspapers for the Authority.

The following Resolution #18-3278 was proposed by Harper who moved its adoption:

WHEREAS, the Authority desires to designate official newspapers in which to publish all official public notices;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that the Star-Gazette, Express Times and Daily Record are the official newspapers of the Authority.

The Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to readopt the Cash Management Plan.

The following Resolution #18-3279 was proposed by Kunz who moved its adoption:

WHEREAS, it is in the best interests of the Hackettstown Municipal Utilities Authority to earn additional revenue through the investment and prudent management of its cash receipts; and,

WHEREAS, N.J.S.A. 40A:5-14 requires each local government unit to readopt the Cash Management Plan; therefore,

BE IT RESOLVED, the Board Members of the Town of Hackettstown Municipal Utilities Authority hereby readopts the Cash Management Plan as presented.

This Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to designate depositories for Authority Revenue Funds.

After a brief discussion, the following Resolution #18-3280 was proposed by Harper who moved its adoption:

WHEREAS, the Authority desires to designate a financial institution as the depository for Authority revenues; and,

WHEREAS, said revenues are to be transferred from the depository to the Trustee, currently U.S. Bank, for deposit into the Revenue Fund and subsequent distribution and investment in other Funds as designated by HMUA's Bond Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hackettstown Municipal Utilities Authority does herein formally authorize and direct the Authority revenues be deposited into an interest bearing account in First



Hope Bank, said bank being designated as the official depository of Authority revenues and further authorizes the Chairperson or Executive Director to direct the Trustee to make investments in securities as previously approved by the Authority or to authorize transfers to other Authority accounts.

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Kuster stated the next agenda item was discussion and possible action to designate depositories of the Authority's Construction Aid Fund.

The following Resolution #18-3281 was proposed by Kunz who moved its adoption:

WHEREAS, there exists a continuing need for the Town of Hackettstown Municipal Utilities Authority to reinvest funds which have been deposited in financial institutions; and,

WHEREAS, the Authority desires to designate a financial institution as the depository for the Construction Aid Fund and to designate additional financial institutions for investment of funds so the Authority can obtain the most favorable investment rates;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that:

1. The Authority does herein formally designate First Hope Bank as the official depository for the Construction Aid Fund.
2. The Authority also formally designates Ameriprise Financial, Bank of America, Chase Bank, Edward Jones, First Hope Bank, M&T Bank, Fulton Bank, State of New Jersey Cash Management Fund, PNC Bank, Raymond James Financial Services, TD Bank, U.S. Bank, Valley National Bank, and Wells Fargo Bank as financial institutions which the Chairperson or Executive Director are authorized to make deposits and transfer funds for investment in the Securities as previously approved by the Authority.

This Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion to authorize the Purchasing Agent and Assistant Purchasing Agent to implement the requirements of the HMUA purchasing manual.

The following Resolution #18-3282 was proposed by Kunz who moved its adoption:



WHEREAS, it is necessary to authorize the Purchasing Agent and Assistant Purchasing Agent to implement the requirements of the HMUA Purchasing Manual; and

WHEREAS, the Authority is desirous of designating Deborah A. Palma as Purchasing Agent and Kathleen Corcoran as Assistant Purchasing Agent;

BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that Deborah A. Palma is designated as HMUA's Purchasing Agent and Kathleen Corcoran is designated as HMUA's Assistant Purchasing Agent.

This Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio noted the next agenda item was discussion and possible action to designate the Public Agency Compliance Officer.

After a brief discussion, the following Resolution #18-3283 was proposed by Harper who moved its adoption:

WHEREAS, in accordance with N.J.A.C. 17:27-3.5, each public agency shall designate an individual to serve as its Public Agency Compliance Officer.

WHEREAS, the members of the Authority are desirous of designating Kathleen Corcoran to serve as its Public Agency Compliance Officer; therefore,

BE IT RESOLVED, by the Town of Hackettstown Municipal Utilities Authority that Kathleen Corcoran is designated as HMUA's Public Agency Compliance Officer.

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to authorize the check signers of all authority checks.

A motion was made by Jerry DiMaio that William Harper and Kathleen Corcoran remain as the check signers for all Authority checks. This motion was seconded by Kuze and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voted yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to award Contract #AS-18 for the furnishing of Liquid Aluminum Sulfate.

The following Resolution #18-3284 was proposed by Harper who moved its adoption.

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 9, 2018 at 2:30 PM at the HMUA Jacob Garabed Administration Building; and,

WHEREAS, it has been determined that the lowest bid was received from Chemtrade Chemicals US, LLC of Parsippany, New Jersey for the bid price of \$0.9477 per gallon; therefore,

BE IT RESOLVED, Contract #AS-18 for Liquid Aluminum Sulfate is awarded to Chemtrade Chemicals US, LLC of Parsippany, New Jersey and the Executive Director is hereby authorized to execute the necessary contract documents.

This Resolution was seconded by Kunz and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio stated the next agenda item was discussion and possible action to grant Tentative and Final approval to Lion Gate at Musconetcong River for a WaWa convenience store at 301 Mountain Avenue (Block 125, Lot 9.01) in the Town of Hackettstown.

The following Resolution #18-3285 was proposed by Kunz who moved its adoption.

WHEREAS, Lion Gate at Musconetcong River WaWa convenience store has requested Tentative and Final approval for water and sewer utility service for Block 125 Lot 9.01 in the Town of Hackettstown, Warren County; and,

WHEREAS, the application and project plans have been reviewed and are in accordance with the Authority's Rules and Regulations with certain items to be submitted, as outlined in Mott MacDonald's February 6, 2018 letter to the HMUA; therefore,

BE IT RESOLVED, the Town of Hackettstown Municipal Utilities Authority herein grants Tentative and Final approval for the Lion Gate at Musconetcong River WaWa convenience store in the Town of Hackettstown, Warren County with the contingencies outlined in the Mott MacDonald February 6, 2018 letter to the HMUA.

This Resolution was seconded by Harper and upon roll call vote carried: Ayes: Jerry DiMaio, Harper and Kunz voting yea.

Vice Chairperson Jerry DiMaio requested the Sewer Utility Superintendent to proceed with his report.

Pete began by stating on November 17th before dawn, power to the plant was shut down so an electrician could check the 600 amp main breaker. All connections at the breaker were checked and tightened, but this did not correct the heating issue. He confirmed that he is looking for a replacement breaker to be installed.

Pete continued by stating on January 18th APG installed a new VFD for blower 2, and they also installed a new disconnect breaker at the blower for no charge.



While the tech was on site, they put blower 2 in lead position with 4 as lag, this lasted for approximately two hours until blower 4 faulted on VFD over current. Only one blower was utilized until APG could remotely monitor the blower functions. With remote monitoring set up, on February 13 APG requested the two blowers to be restarted and they are currently monitoring operations.

Pete stated they continue to work with Mott MacDonald on the diffuser replacement project.

Pete also stated they have completed the following year end reports: Fire Inspection, (they will need truss roof signage) per Fire Marshall, yearly storm water permit filing, yearly backflow permit filing, yearly EPA Bio solids reporting, yearly water sample testing to maintain certification water pH and CL2 parameters.

Pete also stated on January 1st they began following the new NJPDES permit and our new Residual Permit.

Pete continued by giving an overview of the man hours and equipment used for Allamuchy in 2017. There were a total of 33 man hours and 17.75 equipment hours.

Pete also stated he attended an underground storage tank class which is a prerequisite to be a licensed operator. The new rule states that all facilities with registered underground tank need to have a licensed operator. These new regulations will require additional monitoring, which will result in additional costs to the Authority. He confirmed that he is working on what will need to be done so the Authority stays in compliance.

Vice Chairperson Jerry DiMaio requested Executive Director Corcoran to proceed with her report.

Executive Director Corcoran began by stating that Vinny Montanino was prepared to provide a presentation regarding budget vs. revenue over the past few years to show the deficit over time. The most recent rate increase from 2015 is not keeping up with lost revenue and standard budget increases. Certain capital projects will be mandatory, requiring replenishment of R&R and CAF accounts, especially on the water side. In addition, a new law has capped budget increases at 2% for regional sewerage authorities and it is anticipated that similar legislation will be proposed for all public sewerage agencies in addition to public water utilities.

She then provided an overview of developer projects. A preconstruction meeting for proposed WaWa was held today and they anticipate construction to begin in March. Heath Village West, consisting of 144 2-bedroom units and a Health Care Center with 108 beds, is currently under review by Mott MacDonald. They hope to begin construction in 2018. Also Mott MacDonald has provided review comments on Woodmont at Independence, which is 120 units proposed in three 3-story buildings. An application for a new proposed Hackettstown Quick Check store with fuel sales was also recently submitted.



Kathy also stated there was a water main break at Hackettstown High School on February 2nd. It was discovered that the pipe was 8" CIP, which was installed over a shale ledge and cracked. Because it happened on a Friday morning, the High School was closed for the day.

Kathy continued by stating the water usage has been down as low as 1.6 MG on the main system since the last meeting. The water utility found a leak on Elmwood Drive through leak detection without any water reaching the surface.

Kathy also stated they continue to work on the Water Quality Accountability Act requirements and are currently looking at valve exercising equipment and hydrant tags.

Kathy stated Mott MacDonald has prepared a draft cybersecurity plan and the Authority is currently reviewing it. They are also working on updates to OP10 software and SCADA computer, which will help with compliance.

Kathy stated that the water main project was put out for bid on February 5th and nine contractors have picked up the documents so far. She confirmed that one addendum is expected to address revisions to Local Public Contracts Law and potential other clarifications. She also confirmed that they are awaiting the final easement documents from the Town of Hackettstown but anticipate them soon.

Kathy concluded by stating the Authority received 2 letters from homeowners requesting relief from their water/sewer bills. One was for 228-230 Main Street, which had a leak in their basement for approximately 13 days that flowed into their basement and the neighbor's basement. The Fire Department had to pump out the water. It was suggested that the homeowner be requested to provide information from their insurance company regarding any claims and payment for consideration by the board.

The other leak was at 519 Faulkner Drive. The homeowner had a leaking toilet the meter was tested by HMUA staff and proven accurate. The homeowner requested for some relief from the water charges. There was some discussion and the board agreed that there should be no relief given in this case.

Vice Chairperson Jerry DiMaio requested Project Engineer Klemm to proceed with his report. (See Attached)

Vice Chairperson Jerry DiMaio requested Counselor Zaiter to proceed with his report. At this point it was suggested that the Board convene into Executive Session.

Vice Chairperson Jerry DiMaio stated he would entertain a motion to convene into Executive Session. Resolution #18-3267 was proposed by Kunz, who moved its adoption.

Resolution #18-3286

BE IT RESOLVED, on this 13th day of February by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. seq., the



Authority shall discuss Potential Litigation in Executive Session.

It is not possible, at this time, for the Authority to determine when and under what circumstances the above referenced items, which are to be discussed in Executive Session, can be publicly disclosed.

The motion to convene into Executive Session was seconded by Harper. Ayes: Jerry DiMaio, Harper and Kunz.

THEREFORE, BE IT RESOLVED, on this 13th day of February, 2018 by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:28 PM.

Kunz moved to end Executive Session and re-enter Regular Session, said motion being seconded by Harper and all indicating approval at 8:50 PM. No formal action was taken during Executive Session.

There being no additional comments or discussion, Vice Chairperson Jerry DiMaio declared a motion to adjourn would be in order and was so moved by Kunz, seconded by Harper and followed by a unanimous voice vote.

Time –8:51 P.M.

Kathleen Corcoran
Executive Director & Secretary