



HMUA MINUTES

REGULAR
MEETING OF

July 11, 2017

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING July 11, 2017

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster at 7:02 P.M. Chairperson Kuster 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.

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

Also attending: Counselor John Zaiter, Projects Engineer Klemm, Executive Director Corcoran and Recording Secretary Palma.

Chairperson Kuster led a salute of the United States Flag.

Chairperson Kuster indicated approval of minutes of the June 13th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Harper, being seconded by Kunz with Kuster, Harper and Kunz voting yea and Jerry DiMaio abstaining.

Chairperson Kuster opened the meeting to public participation and noted no members of the public were present.

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

Chairperson Kuster stated the next agenda item was to entertain Resolutions approving the Operations Expense account requisitions #OEA-1108 and #OEA-1109 in the total amount aggregate amount of \$232,032.07.

The following Resolution #17-3224 was proposed by Kunz who moved its adoption:

Resolution #17-3224

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

Dated:	June 09, 2017	OEA-1108	SL-14	\$128,071.35
Dated:	June 23, 3027	OEA-1109	SL-15	<u>103,960.72</u>
			Total	\$232,032.07

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

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Renewal & Replacement Fund Requisition #RR-235 in the aggregate amount of \$269,159.27.



The following Resolution #17-3225 was proposed by Harper who moved its adoption.

Resolution #17-3225

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-235 be formally approved:

REQUISITION #RR-235

Anka Painting Co.	2.4MG Tank – 46W (#3)	\$ 197,329.86
Bendlin Inc.	Sludge Pump Parts (RAS#3)	3,622.00
Capitol Supply Construction	Hydrant/Parts	6,213.74
Howard Burd & Sons	Maple Ave. Roadway Repair	3,800.00
Hydra-Numatic Sales Co.	Meadow Lane Pump Relay	1,273.51
Lowe's	Well 4 Roof Repair	613.13
Mott MacDonald	Engineering Services	11,890.00
Pegasus Electric Motors Inc.	RAS Pump/Motor Repair	6,028.00
Pumping Services, Inc.	Well 7 Franklin Motor	23,489.03
Water Works Supply Co.	5/8" Water Meters 100W Erts	<u>14,900.00</u>
	Total	\$ 269,159.27

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

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-269 in the amount of \$2,328.19.

The following Resolution #17-3226 was proposed by Kunz who moved its adoption.

Resolution #17-3226

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-269 be formally approved:

REQUISITION #ESR-269

Hackettstown MUA	HORTON	\$ 128.19
Mott MacDonald	LIONGATE	<u>2,200.00</u>
	Total	\$ 2,328.19

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

Chairperson Kuster stated the next agenda item was discussion and possible action to retain a firm to conduct laboratory services.

After a brief discussion, the following Resolution #17-3227 was proposed by Harper who moved its adoption.

WHEREAS, due to the need to obtain accurate laboratory data for submission to regulatory authorities and the implications of the Clean Water Enforcement Act and the mandatory fines involved, the Town of Hackettstown Municipal Utilities Authority has a need to retain professional Certified Laboratory services; and,



WHEREAS, the Authority has determined and certified in writing that the value of the acquisition will exceed \$17,500 and has solicited quotations; and,

WHEREAS, Suburban Testing Labs of Reading, PA has submitted the lowest quotation indicating they will provide the laboratory services in the amount of \$30,263.00; and,

WHEREAS, Suburban Testing Labs has completed and submitted a Business Entity Disclosure Certification which certifies that Suburban Testing Labs has not made any reportable contributions to a political or candidate committee in the Town of Hackettstown in the previous one year, and that the contract will prohibit Suburban Testing Labs from making any reportable contributions in the coming year; therefore,

BE IT RESOLVED, the Hackettstown Municipal Utilities Authority authorizes the laboratory services in the amount of \$30,263.00.

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

Chairperson Kuster requested the Water Utility Superintendent to proceed with his report.

Bud stated the unaccounted for water numbers continue to come down. However, he confirmed that there were four water main breaks and one service leak since the April meeting, which are likely due to increased pressures and pressure changes during the construction on the 2.4 tank. Bud continued by stating the work on the 2.4 tank is going very well, without any issues. He confirmed that they have delayed the flushing of the fire hydrants until the fall due to the fact that the tank is out of service. Bud also stated that there have been three building fires during this time the 2.4 tank has been out of service, with no issues at all. He stated that the Fire Chiefs involved in running the fire responses made sure to compliment the available water.

Bud also stated that they continue to work with M&M Mars and Jim Brennan on leaks they may have on the property and potential installation of a main meter at the road. In addition to being able to read the meter on the fire tank jockey pump, Jim calls with an estimated fill volume when they need to fill their fire tank. Previously this water was un-accounted for.

Bud also stated the Water Utility staff has completed the roof at Well # 4. Kathy added that this has resulted in approximately a \$35,000 - \$40,000 savings on a planned capital project.

Bud stated that there was an inspection by the DEP and everything went well. There were a few small issues that they have taken care of.

Bud continued by stating the Authority normally did Lead and Copper sampling every three months and had to do 30 samples. Now the DEP is requiring that



sampling be done every six months and 60 samples must be taken. Bud confirmed that he has checked with other water utilities and they are all required to do the same. Kathy added that she sent a letter to NJDEP noting that HMUA has been complying with NJDEP Lead and Copper requirements since 1990 and should be on reduced monitoring. However, it appears that the NJDEP is restarting their compliance program from scratch rather than going back to see who has been compliant all along.

Bud also stated he attended the National AWWA Conference in Philadelphia and stated it was very informative.

Bud concluded by stating that the Authority has replaced 125 water meters over the last few months and have now changed out approximately 85% of the older meters. He stated that the office staff has done a great job with setting up the appointments and the water utility staff has done a great job getting them installed.

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

Executive Director Corcoran began by stating that the sewer utility did some survey work at 10 Claremont Road to obtain elevations and determined that gravity flow was possible for a new connection in front of the property, if there were no major obstacles at the necessary elevations. Then they did a test pit and determined that a water main was in the way, so a new gravity flow connection was not possible.

John DiMaio entered the meeting.

It was suggested that the Board convene into Executive Session.

Chairperson Kuster stated he would entertain a motion to convene into Executive Session.

Resolution #17-3228 was proposed by John DiMaio, who moved its adoption.

BE IT RESOLVED, on this 11th day of July, 2017, 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 Kunz. Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

THEREFORE, BE IT RESOLVED, on this 11th day of July, 2017, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 7:30 PM.



Kunz moved to end Executive Session and re-enter Regular Session, said motion being seconded by Harper and all indicating approval at 8:15 PM. No formal action was taken during Executive Session.

Kathy continued by stating that the sewer utility is still unable to operate the second APG Neuros blower and they are investigating the VFD corrosion situation with the assistance of MM. Both a coupon test and H₂S test have been completed at APG's expense, and the results returned to APG.

Kathy also stated that MM continues to work on their study and recommendation report for a replacement aeration diffuser system.

Kathy also stated all is going well with the 2.4 tank project. There were a few minor delays, but it should be completed by the end of July.

Kathy stated that they have purchased the motor and pump for Well # 7 and are awaiting a third quote for the installation. She confirmed that the pricing so far is between \$8,757 and \$12,600.

Kathy also stated she has sent out engineering design RFP's to three consulting firms for the water main replacement project with a due date of July 19th.

Kathy concluded by stating they had a planned energy reduction testing event at the WFP and Well #6, all went well. She stated that doing these test provides the HMUA with approximately \$6,000 in income per year, but varies based on usage and availability when called upon.

Upon the completion of the Executive Director's report, Chairperson Kuster requested Projects Engineer Klemm to proceed with his report. (See Attached)

Chairperson Kuster requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he had not heard back from Norfolk Southern Corporation regarding the license agreements but is continuing to work on it and will keep the Board posted.

Chairperson Kuster requested whether anyone had business of a general nature to discuss. There being no additional comments or discussion, Chairperson Kuster declared a motion to adjourn would be in order and was so moved by Jerry DiMaio, seconded by John DiMaio and followed by a unanimous voice vote.

Time – 8:25 P.M.

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