



HMUA MINUTES

REGULAR  
MEETING OF

December 10, 2019

ADMINISTRATION BUILDING  
424 Hurley Drive  
Hackettstown, NJ



REGULAR MEETING December 10, 2019

JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kuster at 7:01 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 accordance 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, Executive Director Corcoran, Deputy Director Biank and Recording Secretary Palma.

Chairperson Kuster led a salute of the United States Flag.

Chairperson Kuster indicated approval of the November 12<sup>th</sup> Regular Meeting minutes as the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Kunz with Kuster, Jerry DiMaio and Kunz voting yea and Harper abstaining.

Chairperson Kuster indicated approval of the November 12<sup>th</sup> Executive Session minutes as the next agenda item. A motion to approve the minutes was made by Kunz, being seconded by Jerry DiMaio with Kuster, Jerry DiMaio and Kunz voting yea and Harper abstaining.

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

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

Chairperson Kuster stated the next agenda item was to entertain Resolutions approving the Operations Expense Account Requisitions #OEA-1171 and #OEA-1172 in the total amount aggregate amount of \$234,039.21. The following Resolution #19-3435 was proposed by Harper, who moved its adoption:

Resolution #19-3435

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

Dated:	November 08, 2019	OEA-1171	SL-25	\$122,843.19
Dated:	November 22, 2019	OEA-1172	SL-26	<u>111,196.02</u>
			Total	\$234,039.21

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

Ayes: Chairperson Kuster, Jerry DiMaio, Harper and Kunz

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Renewal & Replacement Fund Requisition #RR-264 in the aggregate amount of \$25,374.20. The following Resolution #19-3436 was proposed by Jerry DiMaio who moved its adoption.



Resolution #19-3436

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-264 be formally approved:

REQUISITION #RR-264

Harper Control Solutions	Valve/Ketcham Road	\$ 15,050.00
Pina Solutions	Aquanox Slide Gate	7,824.20
Town of Hackettstown	Police Duty Escrow	<u>2,500.00</u>
	Total	\$ 25,374.20

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

Ayes: Kuster, Jerry DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to void the May 2007 Final Approval for The Shoppes at Mansfield Bank and the May 2016 contingent final approval for The Shoppes at Mansfield Roy Rogers and to approve the refund of connection fees, less administration fees, to The Shoppes of Mansfield, LLC. After a brief discussion the following Resolution #19-3437 was proposed by Jerry DiMaio who moved its adoption.

Resolution #19-3437

WHEREAS, the Rules and Regulations of the Hackettstown Municipal Utility Authority stated that a final Water/Sewer Permit will be issued for a three year period; and

WHEREAS, the permit was issued to The Shoppes at Mansfield Block 1104 Lot 9 & 10 in May 2007 and a contingent final permit was issued for the Roy Rogers in May 2016; and

WHEREAS, both of the permits issued to The Shoppes at Mansfield have expired; therefore

BE IT RESOLVED, the Hackettstown Municipal Utility Authority hereby authorizes the Executive Director to refund \$8,366.00, consisting of connection fees paid less administration fees, to The Shoppes at Mansfield, LLC.

This 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 Construction Aid Fund requisition #CAF-416 in the amount of \$22,216.00. The following Resolution #3438 was proposed by Kunz, who moved its adoption.

Resolution #19-3438

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-416 be formally approved:

REQUISITION #CAF-416

Mott MacDonald	PAA Trials/Evaluation	\$ 13,850.00
Shoppes at Mansfield	Connection Refund-DeMattheis	<u>8,366.00</u>
	Total	\$ 22,216.00

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



Ayes: Kuster, Jerry DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Escrow Subaccount Requisition #ESR-295 in the amount of \$4,805.00. The following Resolution #19-3439 was proposed by Harper, who moved its adoption.

Resolution #19-3439

BE IT RESOLVED, that the following Escrow Subaccount Requisition #ESR-295 be formally approved:

REQUISITION #ESR-295

Mott MacDonald	Residences at Bilby Rd.	\$ 4,805.00
	Total	\$ 4,805.00

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

Ayes: Kuster, Jerry DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was discussion and possible action to ratify budget line item transfers. After a brief discussion, the following Resolution #19-3440 was proposed by Kunz who moved its adoption.

Resolution #19-3440

BE IT RESOLVED, the Governing Body of the Town of Hackettstown Municipal Utilities Authority hereby ratifies the action of the Executive Director to transfer funds between the individual Expense Accounts as listed below: Water Operations – Gasoline (64301) is decreased by \$1,000. Water – Fuel Oil (63601) is increased by \$1,000.

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

Ayes: Kuster, Jerry DiMaio, Harper and Kunz voting yea.

Chairperson Kuster requested the reports from the Executive Director and Deputy Director.

Executive Director Corcoran began by stating that she and Frank attended the AEA Conference in Atlantic City.

Kathy continued by stating that there have been no major changes to the developer projects from last month.

Kathy also stated that they continue to operate the WPCP blowers at the lowest possible settings, which should save significantly on energy costs. She confirmed that there are still issues with turboblower 2 and, based on remote monitoring, APG Neuros believes it is an issue with the main PLC to the blowers which they will work to correct.

Kathy continued by stating she, Frank, Pete and Mike visited Glasco UV installations in Mendham and Bedminster. They are also looking at other manufacturers, including Suez Aquaray and Wedeco, and will make a determination and put out an RFP for engineering design services in the near future.

Kathy stated that Frank continues to work with Mott MacDonald on the conversion to natural gas evaluation.

Frank stated that they are working on obtaining an easement for the proposed gas service in Esna



Drive. Frank also stated that funding may be available through NJ Clean Energy's Pay for Performance program.

Kathy continued by stating the water usage for November was lower than last year by 40,000 gallons for the main system and 90,000 gallons for the total system.

Kathy also stated the Authority had one main break since the last meeting and in total 4 main breaks so far in 2019, which is very good.

Kathy concluded by stating that M&M Mars will be doing some of their water main replacement work this weekend. They will be doing a wet tap on main that goes through their parking lot and connecting to the existing main just outside of the valve vault. The Board suggested that she forward them a letter thanking them for their support in helping to conserve water.

Chairperson Kuster requested Counselor Zaiter to proceed with his report. Counselor Zaiter suggested the Board convene into Executive Session.

Chairperson Kuster stated he would entertain a motion to convene into Executive Session. Resolution #19-3441 was proposed by Jerry DiMaio who moved its adoption. The motion to convene into Executive Session was seconded by Harper. Ayes: Kuster, Jerry DiMaio, Harper and Kunz.

#### Resolution #19-3441

BE IT RESOLVED, on this 10th day of December, 2019 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 item, which is to be discussed in Executive Session, can be publicly disclosed.

THEREFORE, BE IT RESOLVED, on this 10th day of December, 2019 by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 7:28 PM.

Kunz moved to end Executive Session and re-enter Regular Session, said motion being seconded by Jerry DiMaio and all indicating approval at 7:46 PM. No formal action was taken during Executive Session.

Chairperson Kuster asked 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 Kunz, seconded by Jerry DiMaio and followed by a unanimous voice vote.

Time – 7:48 P.M.

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