



HMUA MINUTES

REGULAR
MEETING OF

June 11, 2019

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING June 11, 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 accord with the requirements of the Open Public Meetings Act.

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

Also attending: Counselor John Zaiter, Executive Director Corcoran, Deputy Director Biank, David Klemm of Mott MacDonald and Recording Secretary Palma.

Chairperson Kuster led a salute of the United States Flag.

Chairperson Kuster indicated approval of the May 14th Regular Meeting minutes as the next agenda item. A motion to approve the minutes was made by Jerry DiMaio, being seconded by Harper with Kuster, Jerry DiMaio and Harper voting yea and John DiMaio and Kunz 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 discussion and possible action regarding any project Change Orders.

Executive Director Corcoran stated that there was one change order request for the Nitrification System Project in the amount of \$4,356.13 for the re-routing of internal recycle piping in nitrification tank #2. She recommended approval of the change order.

The following Resolution #19-3399 was proposed by John DiMaio who moved its adoption:

Resolution #19-3399

WHEREAS, the Hackettstown Municipal Utility Authority has a contract with Iron Hills Construction Inc. for construction of Nitrification System Upgrades; and

WHEREAS, it was determined that there was a need for re-routing of internal recycle piping in nitrification tank #2;

BE IT RESOLVED, the Hackettstown Municipal Utility Authority hereby grants approval of Change Order No. 1 in the amount of \$4,356.13 for the required piping work.

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

Ayes: Chairperson Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz

Chairperson Kuster stated the next agenda item was to entertain Resolutions approving the Operations Expense Account Requisitions #OEA-1158 and #OEA-1159 in the total amount aggregate amount of \$273,201.77.

The following Resolution #19-3400 was proposed by Harper who moved its adoption:



Resolution #19-3400

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

Dated:	May 10, 2019	OEA-1158	SL-12	\$167,035.33
Dated:	May 24, 2019	OEA-1159	SL-13	<u>106,166.44</u>
			Total	\$273,201.77

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

Ayes: Chairperson Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz

Chairperson Kuster stated the next agenda item was to entertain a Resolution approving Renewal & Replacement Fund Requisition #RR-258 in the aggregate amount of \$141,258.14. The following Resolution #19-3401 was proposed by Kunz who moved its adoption.

Resolution #19-3401

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-258 be formally approved:

REQUISITION #RR-258

DeZurik	Ecceritic Plug Valve	\$ 2,920.00
Iron Hills Construction	Nitrification Upgrade	120,594.03
Montague Tool & Supply Co.	Trash Pump/Fittings	1,573.61
Pro Tapping Inc.	2" Insertion Valve	13,030.00
Pumping Services Inc.	Rental of 6" Pump	<u>3,140.50</u>
	Total	\$ 141,258.14

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

Ayes: Kuster, Jerry DiMaio, John DiMaio, Harper and Kunz.

Chairperson Kuster stated the next agenda item was the report of the Office Manager.

Debbie began by stating that the meter replacement program is going very well. She stated that Route 1 only has 29 meters left to be replaced, Route 2 is completed and Route 3 has 156 meters left. For the remaining 1- or 2-inch meters to be replaced, Debbie is working with Bud on downsizing, where applicable, for the new meters. She also stated that the office staff has been doing a great job setting up the appointments and they hope to have them all completed by September.

Debbie also stated they had an issue with the US Post Office and postcard bills. She stated that a number of bills were returned stating "not deliverable as addressed". She confirmed that she spoke with the Post Master, who stated he felt it had something to do with the machine that sorts the bills and would look into it.

Debbie concluded by stating collections have dropped and she believes it is due to the Robo-Calls being placed.

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

Executive Director Corcoran began by stating that Frank Biank started on June 3rd and he passed



the background check and hit the ground running with assisting the water utility with responses to NJDEP. He has also been working on required safety manuals, emergency response, risk and resiliency assessments and plans required by NJDEP and USEPA.

Kathy then gave an overview on the developer projects.

- Wawa – still waiting on the revised as-built drawings.
- Heath Village West – continuing construction.
- Quick Check – waiting on the NJDOT permits.
- Princess Towers – awaiting Planning Board approval and connection fees.
- Woodmont – submitted all fees and HMUA signed off on permit applications to NJDEP.
- Bergen Tool Site – had a visit from John Sims of Builder Marketing, representing buyer (Jade project). Mr. Sims was requesting some relief from the connection fees or a rebate for the piping that the Authority would be taking over. Kathy stated she explained that the HMUA has historically never granted such relief.

Kathy also stated that they are still waiting for the NJDEP to set up a meeting to review the results of the Arsenic Treatability Study but, that we are in no hurry since there is a stay of our arsenic limit in place.

Kathy also stated that the ammonia limits are now lower with only one tank in service due to the construction project. She stated, however, that the contractor should be completed with the project by the end of June.

Kathy continued by stating the Paracetic Acid QAPP Project Plan has been approved by the NJDEP, and Mott MacDonald has set up a full scale pilot program to start the week of July 8th.

Kathy also stated that Mott MacDonald has been reviewing our options for removal of the USTs and installation of above ground storage tanks (ASTs). She stated that the cost to replace the USTs with ASTs was higher than anticipated, making natural gas an option worth considering again. Elizabethtown Gas is working to provide an installation cost. She confirmed that there is a lot of information to look at to compare options. She stated they will also have to compare the requirements for generator loads, air changes and boiler requirements associated with the heating system in the ATB. They will also evaluate options for backup in case natural gas is interrupted. She confirmed that Frank will head up that evaluation with input from Mott MacDonald.

Kathy stated the County has ordered an appraisal of the 1.0-MG tank property scheduled for tomorrow with a HMUA representative.

Kathy also stated the majority of punch list items have been completed by the contractor with regard to the water main project (Contract No. 47W). Correspondence is ongoing between the consulting engineer and contractor regarding the HMA cost.

Kathy also stated the insertion valve has been installed on Seber Road and they are getting quotes to have the area paved, as it is too large of an area for HMUA paving equipment.

Kathy continued by stating they have required customers with meters larger than 2-inches in diameter be tested pursuant to the HMUA Rules & Regulations. She confirmed that notification letters were forwarded to all nine large meter customers and only one is left for testing. Two meters failed, with Heritage House only registering 52% of flow.



Kathy also stated the valve exercising program is going well, and more than half of the 12-inch or larger valves have been exercised. There have been no major issues as of yet, with the exception of a 16" valve on the PCCP line from the 2.4-MG tank that has not turned at 350-lbs. torque.

She stated that FWCC has prepared a draft audit report but they are awaiting the State's release of the GASB 75 report covering post-employment benefit obligations, which is expected by June 15. This would allow FWCC to issue a final report with clean opinion for the July meeting.

Kathy concluded by stating the Water Utility will be replacing two old galvanized service lines on Main Street (Route 46) prior to the NJDOT paving project. They will also restore the areas of concrete sidewalk to town standards.

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 nothing to report.

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

Time – 7:40 P.M.

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