



HMUA MINUTES

REGULAR
MEETING OF

MARCH 13, 2012

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING OF MARCH 13, 2012
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Chairperson Kelly at 8:01 P.M.

Roll call indicated the following members in attendance: Kelly, Jerry DiMaio, Brown and Harper. John DiMaio was absent.

Also attending: Counselor Zaiter, Engineer David Klemm, Executive Director Smith, Deputy Director Perry and Recording Secretary Palma.

Chairperson Kelly announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Chairperson Kelly led a salute of the United States Flag.

Chairperson Kelly indicated that approval of the February 14th Annual Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio being seconded by Brown with Kelly, Harper, Brown and Jerry DiMaio voting yea.

Chairperson Kelly indicated that approval of the February 14th Executive Session to be the next agenda item. A motion to approve the minutes was made by Harper being seconded by Brown with Kelly, Harper, Brown and Jerry DiMaio voting yea.

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

Chairperson Kelly stated that Resolutions pertaining to financial transactions to be the next order of business.

The following Resolution #12-2861 was proposed by Jerry DiMaio who moved its adoption:

Resolution #12-2861A

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

Dated:	February 10, 2012	OEA-969	SL-06	\$155,644.15
Dated:	February 24, 2012	OEA-970	SL-07	<u>58,504.43</u>
			Total	\$214,148.58

Resolution #12-2861B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-352 be formally approved:

REQUISITION #CAF-352



Hatch Mott MacDonald	Engineering Services	\$ 910.00
Maser Consulting P.A.	Professional Services	4,244.18
Treasurer, State of NJ	Well Const. Imp. Permit	<u>450.00</u>
	Total	\$ 5,604.18

Resolution #12-2861C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-171 be formally approved:

REQUISITION #RR-171

Winner Ford	2012 Ford Transit Connect XL	<u>\$ 19,586.00</u>
	Total	\$ 19,586.00

Resolution #12-2861D

BE IT RESOLVED, that the following Escrow Sub-account Requisition #ESR-222 be formally approved:

REQUISITION #ESR-222

ABD	MAPLEFARMS - Refund	\$ 1,320.38
Hatch Mott MacDonald	HACKHONDA	570.53
Hatch Mott MacDonald	JPAFTINOS	<u>570.53</u>
	Total	\$ 2,461.44

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

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

After a lengthy discussion, the following Resolution #12-2862 was proposed by Brown who moved its adoption.

WHEREAS, subsequent to the proper advertisement, four (4) sealed proposals for laboratory services were received and read aloud on February 23, 2012 at 2:30 P.M. at the Jacob Garabed Administration Building; and,

WHEREAS, it has been determined that the lowest responsible bid was received from Garden State Laboratory of Hillside, NJ in an anticipated value of \$19,125.00; therefore,

BE IT RESOLVED, that Laboratory Services be awarded to Garden State Laboratory of Hillside, NJ and the Executive Director is hereby authorized to execute the necessary documents.

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



At this point, Chairperson Kelly requested Deputy Director Perry to proceed with his report.

Perry began by stating that the Authority should be receiving a check from FEMA for approximately \$4,900 which represents the cost associated with the storm in September.

Perry also stated that he would be doing Operations Training here next week for Water and Wastewater Clarification. Each employee will be credited with 4 contact hours.

Perry continued by stating that there were no sales this month on GovDeals, but that the Authority has now received the new Transit Connect Truck so the Pick-up Truck and 2 Blowers will be listed on the GovDeals site shortly.

Perry concluded by stating that the pressure transmitters for the Mt. Olive Booster Station, Independence Booster Station and Well # 2 have all been installed and are logging data. He also stated that they have been very helpful in indicating problems with Fire Lines and Sprinkler Lines.

Upon completion of the Deputy Director's report, Chairperson Kelly requested the Executive Director to proceed with his report.

Executive Director Smith began by stating that he has been corresponding via email with John Abromitis regarding the extension of the sanitary sewer line on Route 46 and Mine Hill Road. Smith stated that cost estimates were developed for a project to sewer portions of the HMUA Service Area in Washington and Mt. Olive Townships in the area of Route #46 and Mine Hill/Drakestown Road. The cost estimate was approximately \$720,000. At the time, Board Members decided that the project would only be constructed if the respective Townships would pass mandatory connection ordinances that would require all properties in the area to connect. The cost of the project would be shared by all customers and not be paid by all HMUA customers. The required ordinances did not happen. There are no really large parcels of property that would allow a large development that could possibly afford the sewer extension. Nothing has occurred to date. All Board Members were in agreement that a sewer extension project to serve this area should not be a burden on the Rate Payers of the Authority. Executive Director Smith stated that he would be more than happy to meet with Mr. Abromitis to discuss this matter.

Smith also stated that he has tried to contact Patricia Melia via email and she indicated she would not be able to be in attendance at the meeting tonight because she is in court all week.

Smith also confirmed that the HMUA has received the Draft Water Allocation Permit today for the increase in the Claremont Well and new Heath Well #9. He and John will be reviewing and respond to NJDEP.

Smith continued by stating that they will be working on a RFP for Engineering Service for the Heath Well #9 project. He confirmed that the Authority would follow



the guidelines set up by Washington Township regarding the design of the well house.

Smith also stated that he and John are reviewing the extent of a Water Main Replacement Project. It was confirmed that the Town of Hackettstown is proposing paving projects including the Arthur Terrace area. Staff will be contacting Hackettstown DPW to confirm which roads are on their agenda to be done first.

Smith concluded by stating the Digester Project is moving forward and the equipment is in operation.

Chairperson Kelly requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated that he has received a letter from the attorney representing Harvestone Farms and is currently awaiting a return call from him.

Chairperson Kelly requested the Project Engineer to proceed with the Engineer's Report. Projects Engineer Klemm discussed the report, which was submitted to the Board prior to the meeting (attached).

Chairperson Kelly requested whether anyone had business of a general nature to discuss.

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

Time – 8:50 P.M.



Bruce D. Smith
Executive Director & Secretary