

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
July 12, 2010**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, July 12, 2010, at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Kievit, Mr. Cicerale, and Mr. Kula. Absent, Mr. Verrilli and Ms. Leatham. Also present were Marianne Smith, Mike Vreeland, and Bob Schultz.

After salute to the flag, Mr. Kievit stated compliance with the Open Public Meetings Act.

Minutes: MOTION was made by Kula and seconded by Cicerale to approve the minutes of the June 7, 2010 meeting. In favor: Kievit, Cicerale, and, Kula.

OLD BUSINESS:

Indian Field:

Sewer Service Agreement Amendment – Mike stated he sent an e-mail to all involved, technically the auction documents stated that a service agreement with SCMUA needs to be executed within 90 days, which is approximately July 27th. Mark responded back via e-mail stating a draft agreement has been sent to the YMCA and he has not received a response back. John Hatzelis stated the agreements had been sent on to Wantage and Sparta but no response had been received. Marianne will follow up with John Hatzelis, this should not be an issue.

Corrosion Control – Mike stated we heard back from the technical representative from the DEP. There is a good chance we should get the permit before the next meeting. We did perform testing again last month and we are in compliance again.

Phase II As-Built Plans – Mike stated nothing has been received to date.

Phase III Conveyance – Mike stated nothing has been received to date.

Crystal Springs:

Ardleigh & Shotmeyer Housing Sections – Mike stated Crystal Springs is making progress. A punch list was completed. Crystal Springs would like to move toward conveyance for Well # 3, the water treatment building, sewer pump station, sewer force main and some of the gravity sewer line and water mains. They were shooting to have it completed prior to this meeting as approval was given to Mark and me to approve the conveyance once we both felt all was in order. It is taking Crystal Springs a little longer than they thought to address the punch list items.

Comet Management fire hydrant use request – Marianne stated we are just starting to discuss the situation. It was just requested from the Indian Field Association of which it was denied. Equipment requirements were discussed. A letter will be sent to Comet Management indicating non allowance of their request, the same response as the Indian Field request.

High Ridge Properties:

Payment status – Gail stated High Ridge Properties is 7 full quarters and 1 partial quarter behind including a current quarter due July 15th, with interest calculated through June 30th, for a total amount due of \$181,786.00.

In regards to Beaver Run Properties (Anton Pilz) they are 1 quarter behind with a current quarter due July 15th, with interest calculated through June 30th for a total due of \$9,584.00.

**Beaver Run Shopping Plaza (Anton Pilz) –
Sewer Revocation** – Tabled until August meeting

Sussex Borough – Mike & Marianne stated nothing new at this time.

TWA Application – Mike stated nothing new at this time.

YMCA

Developer agreement – Mike stated Mark had sent an e-mail indicating that a draft agreement had been sent to the YMCA's attorney and no response has been received to date.

Sewer Flows – Mike stated the flows at the YMCA were down slightly, average 7,800 per day, which is below the 8,000 allocation.

Ridgefield Commons Emergency Interconnection:

Mike stated a visit was made at the site on two different occasions. An inspection report was compiled. On the first visit, there were several small items in addition to the fact that the pump did not operate when turned on. Wendell obtained an electrician and a problem was found. Upon the second inspection the interconnection was found to be working properly in both directions. An operations manual was presented, which continues to lack information. A two year maintenance bond would be required. Estimates were completed and provided. Approximately 6-7 small items on the punch list remain to be addressed. Wendell hoped the HTMUA would accept ownership and close the issue allowing the small maintenance items to be addressed during the 2 year maintenance bond time period. It is not recommended, due to the history of the interconnection and if there was a need to utilize the maintenance bond. Contact will be made to Wendell to

indicate that once all the issues on the punch list are taken care of it will be transferred over to us, if the commissioners agree.

North Church Technical Center

Mike stated nothing new at this time.

New Business

The Consumer Confidence Reports and annual certification were completed and mailed to the state and the individual customers. There was an exceedance in Indian Fields in regards to the Copper and the corrosion control. The permit application was applied for to change the chemical treatment program. During the annual inspection by the DEP it was noted that an operations and maintenance manual was not available. It has since been devised and presented to the DEP.

Crystal Springs did not have any exceedance of the sample results but the same issue with regards to the availability of an operations and maintenance manual, which was also devised and presented. We also are required to have two bacteria samples based upon the size and population of the system. One sample was taken at the well house and one at the lodge. When the State was here for the inspection they stated they wanted Sampling at the distribution system not at the well house. Ron changed the sampling to the sales office. It ended up testing positive to coliform. After investigation it was found that the sales office is not a part of our system they are on their own well. The state found that even though it was not a positive coliform in our system we failed to take two samples in our system which in turn ended up being a violation. Since then as part of our maintenance and operations manual we have put together a sampling plan which outlines the different sampling to be done, procedures and sampling sites.

PAYMENT OF BILLS:

A MOTION was made by Kula and seconded by Cicerale to pay the bills as per the bill list. In favor: Kievit, Cicerale, and Kula.

CORRESPONDENCE:

Mr. Cicerale questioned the letter regarding the homeowner regarding sewer blockage. Is the service lateral actually owned by the homeowner or the association when it is a condominium or townhouse? They are townhomes; the lot and the home are owned by the individual homeowners. Mike stated that in Indian fields each of the individual lots is owned by the homeowner.

A MOTION was made by Kula seconded by Kievit to approve the correspondence as presented. In favor: Kievit, Cicerale, and Kula.

OFFICER'S REPORTS:

Nothing at this time

BUDGET 2010-11:

A late resolution is requested for presentation and adoption of the 2010-11 budget. Gail stated the resolution as follows:

Whereas, the Local Authorities Law requires every Authority to transmit three certified copies of the Budget to the Director of Local Government Services at least 60 days prior to the end of the current fiscal year; and

Whereas, the Hardyston Township Municipal Utility Authority Budget for the fiscal year ended August 31, 2011 was due on July 1, 2010;

Now, therefore, be it resolved by the Commissioners of the Hardyston Township Municipal Utilities Authority that the reason for the late introduction of the Authority Budget for the fiscal year ended August 31, 2011 is that the Authority's estimated revenues and appropriations were not know at the time the Budget was to be legally introduced.

A MOTION was made by Kula, seconded by Cicerale. In favor Kievit, Cicerale and Kula.

PROFESSIONAL'S REPORTS:

Administrator – nothing additional

Operator – nothing additional

Billing Clerk – nothing additional

CFO –not present

Accountant -- not present

Engineer -- nothing additional

Attorney – not present

OPEN PUBLIC PORTION:

The meeting was opened to the public.

Christine Clavin, 47 Bracken Hill Road, Hamburg (Crystal Springs). Ms. Clavin stated she received the consumer confidence report which she began to read. She started to look into what the reports meant including the sewer violations and contaminants. In the

Crystal Springs area there were multiple failures to monitor and failures to collect samples. She was just curious if the information was correct or not.

Mike explained we are required to have two bacteria samples based upon the size and population of the system. One sample was taken at the well house and one at the lodge. When the State was here for the inspection they stated they wanted sampling at the distribution system not at the well house. He changed it to the sales office. It tested positive for coliform. After investigation, it was found that the sales office is not a part of our system, they are on their own. The state found that it even though it was not a positive coliform in our system we failed to take two samples in our system which in turn ended up being a violation. Since then as part of our maintenance and operations manual we have put together a sampling plan which outlines the different sampling to be done, procedures and sampling sites.

Marianne explained that the sales office is not part of the public system but has its own well. It is not that samples were not being taken; it was in the wrong location and not enough samples. If there were violations of contamination it would have been picked up in the clubhouse as well.

Ms. Clavin inquired if the HTMUA has been fined for the violations. Mike stated that we have not been fined to date. Part of the violation requires that we send out a Tier III notice which is also part of the consumer confidence report as required by the DEP. Once the report is mailed out to all the customers and the certification is mailed to the DEP stating so it closes the case on the violation. Then it is up to the DEP whether or not a fine of violation is issued.

Ms. Clavin questioned if the samples are outsourced for testing or if it is done in house. Mike stated samples are sent to an outside testing source.

Ms. Clavin questioned the size of the HTMAU budget. The budget was not available at the time. Marianne stated that most of the sewer portion of the budget consists of the charges we receive from the treatment plant (SCMUA). If requested, we can provide a copy of the budget at a further date.

Further discussion was held regarding the system and how it is serviced and maintained.

There being no further business, a motion to adjourn was made by Kula, meeting adjourned.

Respectfully submitted,

Gail Hensal
Recording Secretary