

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
April 7, 2014**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, April 7, 2014, at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Cicerale, Mr. Kula, Mr. Marples, Mr. Albanese, and Mr. Roof. Absent; Mr. Kaminski, and Mr. O'Grady. Also present were Mark Hontz, Mike Vreeland, and Robert Schultz.

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

Minutes: A MOTION was made by Kula seconded by Albanese, to approve the minutes of the January 6, 2013 meeting. In favor; Cicerale, Kula, Albanese, Roof. Abstain, Marples

OLD BUSINESS:

Indian Field:

Phase II As-Built Plans – Mike stated nothing new at this time.

Phase III Conveyance – Mike stated communication is continuing with Beazer Homes putting the closing documents together. A homeowner did contact us regarding a sink hole in their driveway close to where Beazer Homes had made some repairs. The information and pictures were forwarded to Beazer Homes. We have not heard back.

Waterspheroid – Mike stated an e-mail was sent out to the contractor regarding the punch list. No response was received.

Crystal Springs:

By Pass Upgrade/SCMUA – Mike stated last month SCMUA was looking for additional information, which was provided. We have not received a response.

Hamburg By-Pass – Mike stated nothing new at this time.

High Ridge Properties:

Payment Status – Gail stated 22 full and one partial quarter behind with interest calculated through March 31st for a total of \$ 661,754.67.

Ridgefield Commons Emergency Interconnection –

Mike stated nothing new to report at this time. Aqua water is in the process of repainting one of their two water tanks. Aqua does not anticipate utilizing the emergency interconnection during this project.

North Church Technical Center:

Mike stated the township entered into a service agreement with EI to evaluate the booster pump station. Based on the work that Associated Fire Protection completed in order to put the pump and new electric motor that was specified the generator would be undersized. EI recommended evaluating for a diesel driven fire pump. EI completed their measurements and evaluation and should have their projected cost estimates before the end of the month.

New Business

Nothing at this time.

PAYMENT OF BILLS:

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

CORRESPONDENCE:

Cicerale inquired if Crystal Springs has paid their quarterly developer fees. Gail stated not at this time. Mark will consult with Gail to develop correspondence after follow up with Crystal Springs.

A MOTION was made by Kula seconded by Albanese to accept the correspondence as presented. In favor: Cicerale, Kula, Marples, Albanese, and Roof.

OFFICER'S REPORTS:

Nothing at this time.

OFFICIAL PAYMENTS SERVICE AGREEMENT:

Gail stated this agreement will allow customers to pay their water and sewer charges on-line utilizing a credit card, debit card or e-check. Mark stated this is a client based service in which the fee is borne to the client not to the HTMUA. Mark requested to convene to executive session to discuss the terms of the agreement.

A motion was made by Kula seconded by Albanese to convene to executive session.

Minutes from the executive session will be released at a later date.

Mark stated the Official Payments agreement provides a service to our clients allowing payment of their charges on-line utilizing a credit card, debit card or e-check. There are certain security requirements in the contract. Mark recommended authorization for the professionals to work with the Township staff to verify if the necessary security layers are in compliance prior to entering into the contract.

A MOTION was made by Marples seconded by Kula to authorize the professional to coordinate with the Township staff to verify that security layers are in place for utilization of the “Official Payments” for on-line payment services. In favor: Cicerale, Kula, Marples, Albanese, and roof.

STATEWIDE INSURANCE FUND (Indemnity & Trust Agreement):

Mark stated this is the Statewide Insurance fund of which we are a member. The resolution is a bi-annual renewal agreeing that we will be a member. It has been a standard practice for some years and there is no objection.

A MOTION was made by Kula seconded by Albanese to execute the Statewide Insurance fund Indemnity and Trust Agreement resolution for renewal. In favor; Cicerale, Kula, Marples, Albanese, and Roof.

PROFESSIONAL’S REPORTS:

Administrator – Not present

Operator – Bob stated he is working with Ron to coordinate projects and costs to be able to present it at next month’s meeting.

Billing Clerk – Gail stated approximately two weeks ago a situation arose where a home had been shut off for non-payment. Once paid, the resident requested the water to be turned on. Unfortunately, it was “after hours” for Ron, but during regular business hours. Our Rules and Regulations only state a flat \$50. The HTMUA incurred overtime pay, but the fee collected did not cover the overtime. Gail suggested a review of the fees for turn on/off during non-working hours. Bob will work with Ron to determine an appropriate rate in addition to Labor and Repair fees.

CFO – Not present.

Accountant –Not present.

Attorney – Mark stated we have the sewerage agreements with Crystal Springs for signature tonight. The AT&T contract is waiting in their legal department

Engineer – Mike stated the consumer confidence reports are complete and are in review by Ron. The State has changed their requirements of mailing the report to all customers. Instead we can refer to a link on the Township’s website allowing customers to access the report. Gail stated we

can insert a separate sheet into the envelope of a regular quarterly billing. This will allow for significant savings of postage and processing.

OPEN PUBLIC PORTION:

The meeting was opened to the public. No members of the public were present.

The meeting was closed to the public.

There being no further business, A MOTION was made by Albanese to adjourn, meeting adjourned.

Respectfully submitted,

Gail Hensal
Recording Secretary