

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
May 5, 2014**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, May 5, 2014, at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Cicerale, Mr. Kula, Mr. Marples, Mr. Albanese, and Mr. Roof. Mr. Kaminski Absent; Mr. O'Grady. Also present were Mark Hontz, Mike Vreeland, Marianne Smith 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 Marples, to approve the minutes of the April 7, 2014 meeting. In favor; Cicerale, Kula, Marples, Albanese, Roof, Kaminski

OLD BUSINESS:

Indian Field:

Phase II As-Built Plans – Nothing received to date

Phase III Conveyance – Mark stated it is progressing. We received a title commitment for one section. An additional issue has been identified by the title company that complicates the planned grant of an easement to the HTMUA in the roadways. The entity which was granted title to the roadways by Beazer Homes was never formed. Beazer is investigating the resolution of this issue.

Waterspheroid – Mike stated nothing new at this time. An e-mail was sent out to the vendor requesting an update.

Crystal Springs:

By Pass Upgrade/SCMUA – Mike stated additional information was sent to SCMUA, nothing has been received. Mike will follow up.

Hamburg By-Pass – Marianne stated she called again to obtain a date. She has not heard anything.

K. Hovnanian – This was previously covered.

High Ridge Properties:

Payment Status – Gail stated there are 23 full and 1 partial quarter behind with interest calculated through April 30, 2014, for a total of \$668,254.28.

A MOTION was made by Kula seconded by Marples to convene to Executive Session for the purpose of contract negotiations.

The meeting returned to regular session.

Mark clarified that the executive session was convened to discuss pending litigation in which HTMUA is a defendant.

Ridgefield Commons Emergency Interconnection – Mark stated there is nothing new to report. The Township held a meeting with the bonding company. Marianne stated the bond company is going to pick up the work that was bonded for sections 1-5. They have agreed to relinquish the cash portion of the bond. For section 6 the contractor is going to do all the work. There is more of a plan in place to move forward. Mike stated there was much discussion regarding the interconnection at the meeting and the developer has acknowledged his responsibility for it.

North Church Technical Center: Mike stated there is a meeting scheduled with the engineering firm tomorrow regarding their site visit and findings. They have a preliminary report in process. They will be able to provide us with cost estimates for a diesel pump. Originally it was thought that a heating system would not be required. That is not an option; a heating system will need to be installed as per code. Marianne stated the options will be presented to make the final determination during the council meeting being held on the 14th.

Other:

Mr. Marples questioned the status of Well #2 as Aqua has a shortage on water. Mike stated he spoke with their field engineer and it is something they may be interested in. There is a possibility the developer for Ridgefield Commons may be interested. Mike recommended we maintain status quo.

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, Roof, and Kaminski.

CORRESPONDENCE:

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:

A motion was made by Kula, seconded by Marples to convene to executive session to discuss the “Official Payments” agreement.

The executive session minutes will be released at a later time.

The meeting returned to regular session.

Mark stated a proposed agreement between the HTMUA and Official Payments Corporation was presented to provide the services of on-line payments to our customers of which has been reviewed. Based on the terms of the agreement it was necessary to verify if Hardyston Townships IT infrastructure was compliant with the standards that were set forth in the agreement. Mark was given a written positive confirmation from the IT department that it either meets or exceeds the standards of the contract.

A motion was made by Marples seconded by Albanese to accept the agreement from “Official Payments Corporation” allowing the HTMUA to provide additional payment options to our customers. In favor Cicerale, Kula, Marples, Albanese, Roof, and Kaminski.

RULES AND REGULATIONS – SECTION 2.13; 2.15

Mark read the proposed rule revisions for sections 2.13 and 2.15 regarding fees.

“Whenever it becomes necessary to turn on or to turn off water service to a customer for unpaid water and/or sewer rates or for any other reason (other than the HTMUA turning off water for its own purposes), the HTMUA shall collect a fee for said termination / restoration -according to the following schedule:

- A. Flat Rate during Regular Business Hours (Monday through Friday 7 a.m. to 3 p.m.): FIFTY DOLLARS (\$50.00);
- B. Flat Rate during After-Hours and Weekends: SEVENTY-FIVE DOLLARS (\$75.00);
- C. Flat Rate during Holidays (Days when Hardyston Township municipal offices are closed): ONE HUNDRED AND TWENTY-FIVE DOLLARS \$125.00.”

“The HTMUA shall bill a developer and/or customer for all repairs performed by HTMUA personnel or by HTMUA - designated agents on behalf of a developer or a customer. Labor costs for routine repairs performed by HTMUA personnel or the HTMUA’s designated agents on behalf of a developer or a customer shall be charged to said developer or customer as follows:

- A. Flat Rate for Meter Repair Labor: ONE HUNDRED AND TWENTY-FIVE DOLLARS (\$125.00);
- B. Regular Business Hours (Monday through Friday 7 a.m. to 3 p.m.) Hourly Rate per man hour: THIRTY-FIVE DOLLARS AND FORTY-SEVEN CENTS (\$35.47);
- C. After-Hours and Weekends: 1.5 X Regular Business Hours Hourly Rate with minimum charge of TWO HUNDRED AND TWELVEDOLLARS AND EIGHTY-TWO CENTS (\$212.82);

- D. Holidays Hourly Rate: 2.5 X Regular Business Hours Hourly Rate with minimum charge of THREE HUNDRED AND FORTY-FOUR DOLLARS AND SEVENTY CENTS (\$344.70);”

Discussion was held regarding the clarification of the repair rate. Mark stated he shall update the rules to reflect the current Township salary ordinance and holiday schedule as it relates to the set forth equations. It will then be presented at the next meeting.

PROFESSIONAL’S REPORTS:

Administrator – Nothing further

Operator –

Billing Clerk – Gail stated the meeting packets for the next month will be e-mailed and presented on the tablets. IT installed the software a few days ago.

Crystal Springs did pay their quarterly developer fee but not the sewer escrow. Crystal Springs received letters, phone calls, and reminder e-mails. Discussion was held. Mark stated follow up will be done.

CFO – Not present.

Accountant –Not present.

Attorney – Not present

Engineer – Not present.

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