

**MINUTES  
HARDYSTON TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY  
August 7, 2017**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, August 7, 2017 at 7:00 p.m., at the Municipal Building located at 149 Wheatsworth Road. Members present were: Mr. Cicerale, Mr. Kula, Mr. Marples, Mr. Kaminski and Mr. O'Grady. Also present Ryan Scerbo, Mike Vreeland, Paul Cuva, Marianne Smith and Bob 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 June 5, 2017 meeting. In favor, Cicerale, Kula, Marples, and Kaminski. Abstain; O'Grady.

The July 3, 2017 meeting was cancelled.

Shared Service Agreements:

A MOTION was made by Kaminski, seconded by O'Grady to accept Shared Service Agreements from Hardyston Township to the HTMUA. In favor, Cicerale, Kula, Marples, Kaminski, and O'Grady.

**HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION AUTHORIZING THE EXECUTION OF CERTAIN SHARED SERVICE  
AGREEMENTS WITH THE TOWNSHIP OF HARDYSTON**

**WHEREAS**, the Hardyston Township Municipal Utilities Authority (the "Authority") owns and operates a wastewater conveyance system servicing the residents of Hardyston Township (the "System"); and

**WHEREAS**, in order to effectuate the smooth and efficient operation of the System, the Township and the Authority desire to enter into certain shared services agreements pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq.; and

**WHEREAS**, the shared services agreements (collectively the "Shared Services Agreements) shall cover:

- Secretarial and Billing Services;
- Administration Services; and
- Maintenance Services; and

**WHEREAS**, copies of the Shared Services Agreements are attached hereto and made a part hereof as **Exhibit A**; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(2), the Authority and the Township are each authorized to enter into the Shared Services Agreements without public advertising for bids;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the Hardyston Township Municipal Utilities Authority as follows:

1. That the Authority's Administrator is authorized and directed to execute the Shared Services Agreements.

2. That the Authority's Billing Specialist is authorized and directed to provide payment to the Township, in accordance with the terms and conditions of the Shared Services Agreements attached hereto and made a part hereof as **Exhibit A**.

	YES	NO	ABSTAIN	ABSENT
Chairman Cicerale	x			
Vice Chairman Kula	x			
Secretary Marples	x			
Treasurer Roof				x
Kaminski	x			
O'Grady	x			

**2017-18 Budget Presentation:**

Paul presented the 2017-18 budget, summarizing increases and decreases in the individual line items. Operating costs are the same with minor changes in a proposed 2% increase to SCMUA charges. The renewal and replacement budget item was decreased to \$14,000. The budget proposes no rate increase.

Further discussion was held regarding financing capital needs using debt service through NANO Loan Program through NJEIT.

A MOTION was made by Kula and seconded by O'Grady to introduce the Annual Budget and Capital Budget for the Hardyston Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2017 and ending, August 31, 2018. In favor, Cicerale, Kula, Marples, Kaminski and O'Grady.

# 2017 AUTHORITY BUDGET RESOLUTION HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: SEP. 1, 2017 TO: AUG. 31, 2018**

WHEREAS, the Annual Budget and Capital Budget for the Hardyston Municipal Utilities Authority for the fiscal year beginning, September 1, 2017 and ending, August 31, 2018 has been presented before the governing body of the Hardyston Township Municipal Utilities Authority at its open public meeting of August 7, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,423,907, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,423,907 and Total Unrestricted Net Position utilized of -0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,000,000 and Total Renewal and Replacement Reserve of \$600,000, and debt authorization of \$1,400,000 planned to be utilized as funding thereof; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Hardyston Township Municipal Utilities Authority, at an open public meeting held on August 7, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Hardyston Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2017 and ending, August 31, 2018 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Hardyston Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 11, 2017.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Cicerale	X			
Kula	X			
Marples	X			
Roof				X
Kaminski	X			
O'Grady	X			

## **OLD BUSINESS:**

### **Indian Fields:**

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

**Phase III Conveyance** – Mike stated nothing new at this time.

**Bonds** - Mike stated nothing new at this time.

**Well #3-** Mike stated the well is back in operation.

### **Crystal Springs:**

**Shotmeyer Tract/ Bypass-** Mike stated nothing new officially to report.

**Water Tank-** Mike stated we received draft specs.

**Assisted Living Facility** – Marianne reported investors are moving forward.

**Grand Cascades Hotel** – Mike stated he will follow up in regards to water meter.

**YMCA** – Nothing new at this time.

**Mountain Ridge (Ridgefield Commons) Emergency Interconnection**– Mike stated nothing new at this time.

### **North Church Technical Center:**

Marianne stated Ryan had made some comments to the draft agreement. The Attorney has not identified or acknowledge changes.

### **Strategic Planning**

1. EIT Financing – The Board voted in favor of pursuing the EIT financing for \$1.4m for the tank and the water meters. Ryan and Mike will file the letter of intent and an application with the EIT.
2. Homeowner Repairs – The Board confirmed that it will be abiding by its current rules and regulations. The Board also authorized the creation of a revolving fund within the budget that the MUA could utilize to cover the cost of repairs that would otherwise be the responsibility of the homeowner, provided the homeowner enters into an agreement with the MUA.
3. Test of Curb Stops – Ron will develop a schedule to test the located stops over time.

4. On call services – The Board asked that MUA procure on-call services for the repair of certain system components including broken or inoperable curb stops. Mike will speak with Sparta about obtaining copies of their bidding documents and/or will generate a technical specification so that the MUA can bid for on-call services.

**PAYMENT OF BILLS:**

A MOTION was made by Kaminski and seconded by Kula to pay the bills, as per the bill lists of July 3, 2017 and August 7, 2017. In favor: Cicerale, Kula, Marples, Kaminski and O’Grady.

**CORRESPONDENCE:**

A MOTION was made by Kula and seconded by Marples to accept the correspondence as presented. In favor: Cicerale, Kula, Marples, Kaminski and O’Grady.

**OPEN PUBLIC PORTION:**

The meeting was opened to the public.

As there were no members of the public present, a motion was made by Cicerale and seconded by Kula to adjourn.  
Meeting adjourned.

Respectfully Submitted,  
**Patty Egan**  
Recording Secretary