

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
MARCH 5, 2018**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, March 5, 2018 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 were Carrine Kaufer, Mike Vreeland and Ryan Scerbo.

After a 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 February 5, 2018 meeting. In favor, Cicerale, Kula, Marples and Kaminski. Abstain, Roof and O’Grady.

OLD BUSINESS:

Indian Field -

Phase II As-Built Plans- Mike stated nothing new to report

Phase III Conveyance – Mike stated nothing new to report

| Bonds — Nothing new at this time

Crystal Springs -

Shotmeyer Tract/ Bypass- Mike stated there is no activity at this time.

Water Tank – Committee has a meeting scheduled for March 13th with representatives from the Homeowner’s Association.

Irrigation – Mike Vreeland and Ryan Scerbo discussed their ongoing work relative to a bulk water purchase agreement for irrigation of the Wild Turkey Golf Course. Mike stated he would review bulk purchase rates for other water utilities to help get a sense of what the rate structure should be. Ryan said a draft agreement should be ready for consideration by the Commissioners at the April meeting.

Ridgefield Commons Emergency Interconnection – Nothing new at this time

North Church Technical Center – Ryan reported agreement was executed and recorded.

Operational Considerations / Metering / Strategic Planning – Carrine stated that they are still working through the EIT process regarding financing for the Asset Management Plan and meter and water tank replacement projects. She said that Bill Mayer, Bond Counsel, has been in direct

communication with EIT staff to get clarification on whether a bond rating would be required and to determine if principal forgiveness will be guaranteed. The ongoing curb stop project was discussed. Ryan stated they would get an update from Bob Schultz at the next professional's meeting, but it is assumed that work on the project would resume in the spring.

NEW BUSINESS:

EMERGENCY GENERATOR PREVENTATIVE MAINTENANCE & ON-CALL SERVICE CONTRACT

A MOTION was made by Roof seconded by Kula to adopt the Resolution of the Hardyston Township Municipal Utilities Authority Authorizing The Award of an Emergency Generator Preventative Maintenance and On-Call Services Contract To Power Generator Services, LLC. In favor Cicerale, Kula, Marples, Roof and Kaminski.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING THE AWARD OF AN EMERGENCY GENERATOR
PREVENTATIVE MAINTENANCE AND ON-CALL SERVICES CONTRACT
TO POWER GENERATOR SERVICES, LLC**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the "Authority") owns and operates a water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (collectively the "Systems"); and

WHEREAS, the System includes several stand-by generators intended to provide emergency response power to various components of the System; and

WHEREAS, it is necessary for the Authority to maintain a contract with a generator maintenance service provider to ensure that the generators are properly maintained throughout the year; and

WHEREAS, the Authority solicited quotes from three firms qualified to provide preventative and on-call generator maintenance services (the "Services"); and

WHEREAS, two firms Kraft Power and Frank's Generator Services declined to provide a proposal; and

WHEREAS, Power Generator Services, LLC provided a proposals for the Services, a copy of which is attached hereto as **Exhibit A**; and

WHEREAS, the cost for the Services does not necessitate the need for public bidding of the Services; and

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

1. That the Board hereby awards a contract for emergency generator preventative maintenance and on-call services to Power Generator Services, LLC, in accordance with the proposal attached hereto as **Exhibit A**.
2. That the Board shall be informed each time that on-call services are utilized.
3. That the Executive Director is hereby authorized and directed to execute the documentation and agreements, subject to legal counsel review, necessary to effectuate the intent of this resolution.
4. That this Resolution shall take effect upon adoption.

	YES	NO	ABSTAIN	ABSENT
Chairperson Cicerale	X			
Vice Chairperson Kula	X			
Secretary Marples	X			
Treasurer Roof	X			
Kaminski	X			
O'Grady (alt)				
Van Allen (alt)				

PAYMENT OF BILLS:

A MOTION was made by Roof and seconded by Kula to pay the bills, as per the bill list of March 15, 2018. In favor: Cicerale, Kula, Marples, Roof and Kaminski and O'Grady.

CORRESPONDENCE:

No correspondence

OFFICERS' REPORTS

Nothing to report

PROFESSIONALS' REPORTS

Administrator – Carrine Kaufer discussed the need to revise the policy regarding shut-offs for delinquent accounts. Presently the policy sets the threshold for shut-off at \$600 before notices are issued. This amount essentially allows for almost three quarters to be past due before shut-off. She presented that shut-off notices should be issued after one quarter is more than 90 days past due. The Commissioners agreed with the proposed policy and the policy will take place with the next billing cycle.

Operator – not present

Billing Clerk – not present

CFO –not present

Accountant – not present

OPEN PUBLIC PORTION:

The meeting was opened to the public.

As there were no members of the public present, the meeting was closed to the public.

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

Respectfully submitted,

Patty Egan
Recording Secretary