

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
JULY 1, 2019**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, July 1, 2019 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 Ms. Van Allen. Also present were Carrine Kaufer, Mike Vreeland, Ryan Scerbo and Paul Cuva.

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 Kaminski to approve the minutes of the June 3, 2019 meeting. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

2019-2020 Budget Presentation:

The Auditor reviewed the projected 2020 revenues and expenses with the board. He also indicated that there is no water or sewer rate increase proposed with this budget. He recommended that the renewal and replacement reserve be reviewed for adequacy and if necessary increase the water and sewer rates to properly fund these reserves.

OLD BUSINESS:

Indian Field -

Phase II As-Built Plans – Nothing new to report

Phase III Conveyance – Nothing new to report.

Bonds – Nothing new to report.

Crystal Springs -

Shotmeyer Tract/ Bypass – Nothing new to report.

Water Tank – Mike reported he has been in contact with the engineer representing AT&T. They have solicited prices for a temporary tower to relocate their equipment by August 1, 2019. The sub-committee had a meeting and chose color schemes for the tower. The next step would be to meet with Ron Schneider, the water supervisor to make arrangements for operation of the system during the tank painting process. Everything is moving forward as scheduled.

Irrigation – Carrine reported we received letter of denial from NJDEP in reference to the golf course irrigation. She stated that in the future the Board may want to look at alternative irrigation options for the community associations in Crystal Springs similar to what is provided in Indian Fields.

Ridgefield Commons Emergency Interconnection – Ryan reported he has provided Aqua Water Company with a copy of the agreement and Mike provided them a copy of the Operations Manual. They will need time to review everything and finalize the final arrangement for ownership and maintenance of the system.

NEW BUSINESS:

- A. A MOTION was made by Kaminski and seconded by Marples to introduce the Annual Budget and Capital Budget for the Hardyston Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2019 and ending, August 31, 2020. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

**2019 AUTHORITY BUDGET RESOLUTION
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY**

FISCAL YEAR: FROM: SEP. 1, 2019 TO: AUG. 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Hardyston Municipal Utilities Authority for the fiscal year beginning, September 1, 2019 and ending, August 31, 2020 has been presented before the governing body of the Hardyston Township Municipal Utilities Authority at its open public meeting of July 1, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,463,332, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,463,332 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 Other Sources: Designated for Renewal and Replacement 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 July 1, 2019 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, 2019 and ending, August 31, 2020 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 August 5, 2019.

- B.** A MOTION was made by Kula and seconded by Marples to authorize the assignment of the Guerin & Vreeland Engineering, Inc. Contract to Van Cleef Engineering Associates, LLC for the Hardyston Township Municipal Utilities Authority for the period of July 1, 2019 to reorganization of the Authority in 2020. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

**HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING THE ASSIGNMENT OF THE GUERIN & VREELAND
ENGINEERING, INC. CONTRACT
TO VAN CLEEF ENGINEERING ASSOCIATES, LLC**

WHEREAS, the Hardyston Township Board of Commissioners previously selected Guerin & Vreeland Engineering, Inc, as the Authority's consulting engineer for the period of February 4, 2019 to reorganization of the Authority in 2020; and

WHEREAS, Guerin & Vreeland Engineering, Inc. ceased doing business as of July 1, 2019; and

WHEREAS, Michael Vreeland and Robert Guerin became employees of Van Cleef Engineering Associates, LLC as of July 1, 2019; and

WHEREAS, Michael Vreeland possesses unique knowledge concerning the operations of the Authority gained from his 15 years of experience serving as the Authority's general consulting engineer; and

WHEREAS, the Authority desires to assign the Guerin & Vreeland Contract to Van Cleef without change to the terms, conditions and rates set forth therein; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection;

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

1. That the Administrator, with the advice and assistance of the Authority's general counsel, is hereby authorized and directed to execute an assignment of the Guerin & Vreeland Contract to Van Cleef Engineering, LLC without change to the terms, conditions and rates set forth therein.
2. That a condition of the assignment authorized by this Resolution shall be Van Cleef's continued employment of Michael Vreeland.
3. That Van Cleef shall provide the following documents to the Authority: (1) a valid certificate of insurance listing the Authority as an additional insured party; (2) a valid Business Registration Certificate; (3) a valid Certificate of Employee Information Report; (4) a complete C.271 Political Contribution Disclosure Form; (5) a complete Business Entity Disclosure Certificate; and (6) a W-9.

4. That a notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

PAYMENT OF BILLS:

A MOTION was made by Kaminski and seconded by Van Allen to pay the bills, as per the bill list of July 1, 2019. In favor: Cicerale, Kula, Marples, Kaminski, and Van Allen.

CORRESPONDENCE:

No correspondence to review

OFFICERS' REPORTS

Nothing to report

PROFESSIONALS' REPORTS

Administrator –nothing further

Operator – not present

Billing Clerk – nothing further

CFO – not present

Accountant – nothing further

Attorney – nothing further

Engineer – Mike Vreeland stated he is working with Dale Pierson from Crystal Springs on the conveyance of the portion of the system located the Wentworth and an itemized list of repairs has been created.

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 Kaminski to adjourn, meeting adjourned.

Respectfully submitted,
Patty Egan
Recording Secretary