

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
NOVEMBER 4, 2019**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, November 4, 2019 at 7:00 p.m., at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Cicerale, Mr. Kula, Mr. Kaminski, and Ms. Van Allen. 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 Kaminski, seconded by Van Allen to approve the minutes of the October 7, 2019 meeting. In favor, Cicerale, Kula, Kaminski and Van Allen.

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 – Mike reported that Lam Development, LLC posted a performance bond for the Shotmeyer Bypass. Ryan reported he will prepare the developer's agreement for the portion of Crystal Springs owned by Lam Development LLC for approval next meeting.

Water Tank – Mike reported he spoke with Mike Katz from NBA regarding the mock ups and the painting schematics. Mike Katz will reach out to Brave Industrial Paints.

Irrigation – Nothing new to report.

NEW BUSINESS:

A. A RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF SPARTA FOR THE PROVISION OF CHIEF FINANCIAL OFFICER SERVICES

A MOTION was made by Kaminski and seconded by Kula authorizing the execution of a shared service agreement with the Township of Sparta for the provision of Chief Financial Officer services. In favor, Cicerale, Kula, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF SPARTA FOR THE PROVISION OF CHIEF FINANCIAL OFFICER SERVICES

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 Authority desires to enter into a shared services agreement with the Township of Sparta ("Sparta") pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq.; and

WHEREAS, the shared services agreements address the provisions of Chief Financial Officer ("CFO") services; and

WHEREAS, a copy of the Shared Service Agreement is 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 Sparta are each authorized to enter into the Shared Service Agreement 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 a Shared Service Agreement with Sparta for the provisions of CFO services in a form substantially similar to the form of Agreement attached hereto as **Exhibit A**.

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

B. A RESOLUTION AUTHORIZING THE EXECUTION OF CERTAIN SHARED SERVICE AGREEMENTS WITH THE TOWNSHIP OF HARDYSTON

A MOTION was made by Kula and seconded by Van Allen authorizing the execution of certain shared service agreements with the Township of Hardyston. In favor, Cicerale, Kula, Kaminski and Van Allen.

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:

- Administration/Secretarial and Billing 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**.

C. A RESOLUTION OF THE HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY RESOLUTION AUTHORIZING AND CONFIRMING THE PERFORMANCE OF EMERGENCY SERVICES IN ACCORDANCE WITH N.J.S.A. 40A:11-6

A MOTION was made by Kaminski and seconded by Van Allen authorizing and confirming the performance of emergency services in accordance with N.J.S.A. 40A:11-6. In favor, Cicerale, Kula, Kaminski and Van Allen.

**HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY RESOLUTION AUTHORIZING AND
CONFIRMING THE PERFORMANCE OF EMERGENCY
SERVICES IN ACCORDANCE WITH N.J.S.A. 40A:11-6**

WHEREAS, N.J.S.A. 40A:11-6 authorizes the award of a contract where emergency circumstances dictate the need for immediate action to prevent harm to the public health, safety and welfare; and

WHEREAS, on October 7, 2019, the Hardyston Township Municipal Utilities Authority (the "Authority") authorized Frank Semeraro Construction to undertake emergency repair work to address a water leak at Bourne Circle ("Repair Work"); and

WHEREAS, the Authority is satisfied that an emergency existed requiring the authorization of services to remedy the situation as provided by law; and

NOW, THEREFORE, BE IT RESOLVED by the Hardyston Township Municipal Utilities Authority in the County of Sussex in the State of New Jersey on this 4th day of November 2019 as follows:

1. That the Authority's Billing Specialist is authorized and directed to provide payment to Frank Semeraro Construction in connection with the Repair Work in the amounts set forth in the invoices attached hereto and made a part hereof as **Exhibit A**.

2. This Resolution shall take effect immediately.

PAYMENT OF BILLS:

A MOTION was made by Kula and seconded by Kaminski to pay the bills, as per the bill list of November 4, 2019. In favor: Cicerale, Kula, Kaminski, and Van Allen.

CORRESPONDENCE:

A MOTION was made by Kula and seconded by Kaminski to accept the correspondence of November 4, 2019. In favor: Cicerale, Kula, Kaminski and Van Allen.

OFFICERS' REPORTS

Nothing to report

PROFESSIONALS' REPORTS

Administrator – nothing further

Operator – not present

Billing Clerk – nothing further

CFO – not present

Accountant – not present

Attorney – nothing further

Engineer – Mike reported he put together the draft narrative for the Asset Management Plan and it will be reviewed at the next Strategic Meeting.

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