

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
February 6, 2012**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, February 6, 2012, at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Kievit, Mr. Cicerale, Mr. Verrilli, Mr. Kula, and Mr. Marples. Also present were Mark Hontz, Mike Vreeland, and, Marianne Smith.

After salute to the flag, Mr. Kievit stated compliance with the Open Public Meetings Act.

Minutes: A MOTION was made by Kula and seconded by Marples to approve the minutes of the January 9, 2012 meeting. In favor: Kievit, Kula, and Marples, abstain, Cicerale, and Verrilli.

Reorganization:

A MOTION was made by Verrilli seconded by Kula WHEREAS, the HTMUA held its annual reorganization meeting on February 6, 2012, during which the Commissioners were charged with completing the election of officers, appointment of staff and making of certain designations; and

WHEREAS, the Commissioners of the HTMUA, in public session, being familiar with the qualifications of Commissioners and staff members and after due deliberation made the following elections, appointments and designations by separate motions;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the HTMUA that the following elections, appointments and designations are made for the HTMUA organizational year beginning February 6, 2012 through the next annual reorganization meeting in February 2013:

1. Kenneth Kievit is elected Chair of the HTMUA.
2. Frank Cicerale is elected Vice Chair of the HTMUA.
3. Santo Verrilli is elected Secretary of the HTMUA.
4. Stanley Kula is elected Treasurer of the HTMUA.
5. Marianne Smith is appointed Administrator of the HTMUA.
6. Gail Hensal is appointed Recording Secretary of the HTMUA.
7. Gail Hensal is appointed Accounting Clerk of the HTMUA.
8. Grant Rome is appointed CFO/Purchasing Agent of the HTMUA.
9. Sussex Bank and New Jersey Cash Management Fund are designated as official depositories of the HTMUA.
10. The New Jersey Herald and The New Jersey Sunday Herald as the official newspapers for publication.
11. Adoption of meeting dates (1st Monday of each month with the exception of September 10th). Meeting time 7:00 p.m.

12. Motion to direct Recording Secretary to advertise public contract awards and Meeting dates.

In favor: Kievit, Cicerale, Verrilli, Kula, and Marples.

A MOTION was made by Cicerale seconded by Kula to appoint the following professionals;

Authorizing contract with Mark Hontz, Esq. of Hollander, Strelzik, Pasculli, Hinkes, Vandenberg & Hontz, and LLC.

WHEREAS, there exists a need for the retention of an attorney for the Hardyston Township Municipal Utilities Authority to render professional advice and consulting services to the Authority and to examine and prepare all legal documents; and

WHEREAS, the contractor shall, for such services, bill at the rate of One Hundred Fifty (\$150.00) Dollars per hour for work performed; 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 on the contract itself must be available for public inspection;

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

1. The proposal of Hollander, Strelzik, Pasculli, Hinkes, Vandenberg & Hontz, LLC, through Mark Hontz, Esq. The attorney who shall perform such services and submitted a proposal to this Board, shall be and is hereby approved.
2. A contract is awarded without competitive bidding as a “professional service” in accordance with 40A: 11-5(1) (a) of the Local Public Contracts Law because Mark Hontz has served as attorney for the HTMUA in the past and has special knowledge as to the conditions in the Township which are particularly valuable to the Authority.
3. A notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

Authorizing contract with Guerin & Vreeland Engineering, Inc. Robert P. Guerin & Michael Vreeland

WHEREAS, there exists a need for the retention of an engineer for the Hardyston Township Municipal Utilities Authority to render professional advice and engineering consulting services to the Authority and to examine or prepare all engineering documents; and

WHEREAS, the contractor shall bill at the following rates for such services:

Engineer	\$115.00 per hour
Engineer (Staff)	\$75.00 per hour
AutoCAD Technician	\$70.00 per hour
Field Survey Party	\$150.00 per hour
Inspector	\$60.00 per our
Licensed Surveyor	\$90.00 per hour

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 on the contract itself must be available for public inspection;

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

1. The proposal of Guerin & Vreeland Engineering, Inc. through Robert P. Guerin, P.E., and Michael G. Vreeland, P.E., the engineers who shall perform such services and submitted a proposal to this Board, a copy of which is annexed hereto, shall be and is hereby approved.

2. A contract is awarded without competitive bidding as a “professional service” in accordance with 40A: 11-5(1)(a) of the Local Public Contracts Law because Robert Guerin & Michael Vreeland have served as engineers for the HTMUA in the past and have special knowledge as to the conditions in the Township which are particularly valuable to the Authority.

3. A notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

Authorizing contract with Ferraioli, Wielkocz, Cerullo & Cuva, P.A. for professional services

WHEREAS, there exists a need for the retention of Certified Public Accountants for the Hardyston Township Municipal Utilities Authority to render professional advice and consulting services to the Authority and to examine or prepare budgets and financial statements; and

WHEREAS, the contractor shall, for such services, bill at the rate for such services as follows:

Partner	\$110.00 per hour
Manager	100.00 per hour
Senior Accountant	90.00 per hour
Staff Accountant	80.00 per hour
Secretarial	65.00 per hour

WHEREAS, the Local Public Contract 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 on the contract itself must be available for public inspection;

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

1. The proposal of Ferraioli, Wielkocz, Cerullo & Cuva submitted to this Board to perform such services, a copy of which is annexed hereto, shall be and is hereby approved.
2. A contract is awarded without competitive bidding as a “professional service” in accordance with 40A: 11-5(1) (a) of the Local Public Contracts Law because Ferraioli, Wielkocz, Cerullo & Cuva, a Professional Association, having extensive experience serving municipal and other public bodies for a number of years, including the Township of Hardyston, and has special knowledge as to the conditions in the Township which are particularly valuable to the Authority.
3. A notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

In favor: Kievit, Cicerale, Verrilli, Kula, and Marples.

OLD BUSINESS:

Indian Field:

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

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

Water Tank – Mike stated the bid packet is currently under attorney review. Mr. Kievit requested for “Hardyston Township” be placed on the tank when it is re-painted. Discussion ensued. Mike will add it to the bid specs. Mike explained the tank painting and water availability process.

Free Chlorine Analyzer – Mike stated as part of the corrosion control treatment at Indian Field equipment was installed which analyzes the pH and chlorine. It allows Ron to take continuous readings. It allows us to stay within the range and if the chlorinated fails to work we can easily make adjustments. Ron would like to install similar equipment at the two well houses in Crystal Springs. Approximate costs for both well houses including set up is \$13,390. It is the same system in Indian Fields. Mike will inquire if we can deduct for the training portion of the quote as we are already familiar with the equipment. Each manufacturer has specific equipment for the specific need.

A MOTION was made Kula seconded by Cicerale to authorize the purchase the Free Chlorine Analyzer for the Main Well House and Well House #3 located in the Crystal Springs Development for a cost not to exceed \$13,390.00. In favor Kievit, Cicerale, Verrilli, Kula, and Marples.

Crystal Springs:

Mike stated Ron had to send out one of the pumps to be re-built in the main pump station. The rebuilt pump came in last week and removal of the current pump was completed and sent out. If all goes well we will have three pumps which are re-built and functional. There was also an issue of a sewer backup in the new section. When the manhole was paved there were issues. It did not impact any customers. It was jetted out and taken care of.

High Ridge Properties:

Payment Status; High Ridge Properties & Beaver Run Shopping Ctr. – Gail stated the High Ridge portion is fourteen full and one partial quarter behind with interest calculated through January 31, 2012 for a total due of \$354,168. The Beaver Run Portion is current with the exception of a small amount of interest as Lakeland Bank paid their most recent quarter.

Litigation – Mark stated there are no updates to the current litigation.

YMCA:

Mike stated nothing at this time.

Ridgefield Commons Emergency Interconnection:

Mike stated nothing new at this time.

North Church Technical Center:

Mike stated the water main was extended in the driveway. There was no interruption of service or pressure.

New Business

Nothing new at this time.

PAYMENT OF BILLS:

A MOTION was made by Verrilli and seconded by Cicerale to pay the bills as per the bill list. In favor: Kievit, Cicerale, Verrilli, Kula, and Marples.

CORRESPONDENCE:

A MOTION was made by Kula and seconded by Marples to accept the correspondence as presented. In favor: Kievit, Cicerale, Verrilli, Kula, and Marples.

OFFICER'S REPORTS:

Nothing at this time.

PROFESSIONAL'S REPORTS:

Administrator – Nothing additional

Operator – Not present

Billing Clerk – Nothing additional

CFO – Not present

Attorney – Nothing additional

Engineer – Mike stated the electrical repairs, which has been discussed during previous meetings has been repaired. The NJDEP sent us notice (listed in correspondence) reducing our sampling requirements for lead and copper monitoring in Indian Fields.

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 Kula to adjourn, meeting adjourned.

Respectfully submitted,

Gail Hensal
Recording Secretary