

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

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, February 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 Ms. Van Allen. Absent: Mr. Roof and Mr. O’Grady. Also present Ryan Scerbo, Mike Vreeland, Paul Cuva and Carrine Kaufer.

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 December 4, 2017 meeting. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

REORGANIZATION:

1. A MOTION was made by Marples seconded by Kaminski to adopt the resolution appointing the HTMUA officers for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
PROVIDING FOR THE ELECTION OF OFFICERS**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, pursuant to N.J.S.A. 40:14B-18 et. seq., the Authority is required to annually elect officers at the regularly scheduled Reorganization Meeting of the Authority in February of each year; and

WHEREAS, the Authority has determined, through process of nomination and election, to name a Chairperson, Vice Chairperson, Secretary, and Treasurer for the Authority’s Board for the upcoming year; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority has elected and hereby names Frank Cicerale as Chairman, Stanley Kula as Vice Chairman, Ellis Marples as Secretary and Randy Roof as Treasurer for the period February 5, 2018 to reorganization in February 2019.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

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

2. A MOTION was made by Marples seconded by Kaminski to adopt the resolution appointing the HTMUA Administrator for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
PROVIDING FOR THE APPOINTMENT OF AN ADMINISTRATOR**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, pursuant to N.J.S.A. 40:14B-18 et. seq., the Authority is required to annually appoint an Administrator at the regularly scheduled Reorganization Meeting of the Authority in February of each year; and

WHEREAS, the Authority has determined, through process of appointment, to name a Marianne Smith as the Authority’s Administrator.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority that Marianne Smith is hereby appointed as the Authority’s Administrator.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

	YES	NO	ABSTAIN	ABSENT
Chairperson Cicerale	X			
Vice Chairperson Kula	X			

Secretary Marples	X			
Treasurer Roof				X
Kaminski	X			
O’Grady (alt)				X
Van Allen (alt)	X			

3. A MOTION was made by Marples seconded by Kaminski to adopt the resolution appointing the HTMUA Recording Secretary for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

A RESOLUTION OF THE

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

PROVIDING FOR THE APPOINTMENT OF A RECORDING SECRETARY

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, pursuant to N.J.S.A. 40:14B-18 et. seq., the Authority is required to annually appoint a Recording Secretary, and a Utility Billing Specialist at the regularly scheduled Reorganization Meeting of the Authority in February of each year; and

WHEREAS, the Authority has determined, through process of appointment, to name a Gail Hensal as the Authority’s Recording Secretary, and a Utility Billing Specialist for the upcoming year.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority hereby appoints Patty Egan as the Authority’s Recording Secretary, for the upcoming year.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

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

4. A MOTION was made by Marples seconded by Kaminski to adopt the resolution designating the HTMUA Official Newspapers for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
DESIGNATING THE AUTHORITY’S OFFICIAL NEWSPAPERS**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 *et seq.*, requires the Authority to designate at least two newspapers that have the greatest likelihood of informing the public of the Authority’s public meetings and other official matters such as legal publications of the Authority, and requires the Authority to designate such newspapers as the Authority’s official newspapers; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority that *New Jersey Herald* and *New Jersey Sunday Herald* are hereby designated as the Authority’s official newspapers for the coming year as required by N.J.S.A. 10:4-8.d.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

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

5. A MOTION was made by Marples seconded by Kaminski to adopt the resolution designating the HTMUA Official Depositories for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
DESIGNATING CERTAIN FINANCIAL INSTITUTIONS AS THE OFFICIAL
DEPOSTORIES FOR THE MONIES OF THE AUTHORITY IN ACCORDANCE WITH
N.J.S.A. 40A:5-14 FOR THE YEAR 2018**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, the Authority has and will have certain funds for deposit in financial institutions during the period of February 5, 2018 through the Authority’s next reorganization meeting in February 2019; and

WHEREAS, pursuant to N.J.S.A. 40A:5-14, the Authority adopted a cash management plan and is required to deposit, or invest, or deposit and invest its funds pursuant to that plan; and

WHEREAS, in compliance with the foregoing statute, the Authority desires to designate such financial institutions for deposit of the Authority’s funds; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority that the financial institutions listed below be and are hereby designated as the official depositories for the Authority’s funds during the period February 5, 2018 through the Authority’s next reorganization meeting in February 2019.

1. Sussex Bank; and
2. The New Jersey Cash Management Fund

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

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

6. A MOTION was made by Marples seconded by Kaminski to adopt the resolution authorizing the HTMUA Professional Service Contracts for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
HARDYSTON TOWNSHIP
MUNICIPAL UTILITES AUTHORITY
RESOLUTION AUTHORIZING CERTAIN PROFESSIONAL SERVICE CONTRACTS
FOR 2018

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 (Licensed) \$125.00 per hour
Engineer (Staff) \$85.00 per hour
AutoCAD Technician \$75.00 per hour
Inspector \$70.00 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;

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 Seventy (\$170.00) 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;

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 \$130.00 per hour Manager \$120.00 per hour Senior Accountant \$110.00 per hour Staff Accountant \$95.00 per hour Secretarial \$80.00 per hour; and

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 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 for the period February 5, 2018 to reorganization in February 2019 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. The proposal of Decotis, Fitzpatrick, Cole & Giblin LLP, through Ryan J. Scerbo, Esq. The attorney who shall perform such services and submitted a proposal to this Board, shall be and is hereby approved.
4. The contract with Decotis, Fitzpatrick, Cole & Giblin LLP, through Ryan J. Scerbo Esq. as attorney for the Hardyston Township Municipal Utility Authority (HTMUA) for the period February 5, 2018 to reorganization in February 2019, is 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.
5. 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.
6. A contract is awarded for the period February 5, 2018 to reorganization in February 2019 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.
7. A notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

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

7. A MOTION was made by Marples seconded by Kaminski to adopt the resolution appointing the HTMUA Fund Commissioner for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

**STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER**

WHEREAS, Hardyston Township Municipal Utilities Authority (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Hardyston Township Municipal Utilities Authority (Local Unit) that Marianne Smith(entity's elected official or employee) is hereby appointed as the Fund Commissioner for the Local Unit for the **Fund Year 2018**; and

BE IT FURTHER RESOLVED that Carrine Piccolo-Kaufer (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2018**; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

	YES	NO	ABSTAIN	ABSENT
Chairperson Cicerale	X			
Vice Chairperson Kula	X			

Secretary Marples	X			
Treasurer Roof				X
Kaminski	X			
O’Grady (alt)				X
Van Allen (alt)	X			

8. A MOTION was made by Marples seconded by Kaminski to adopt the resolution appointing the HTMUA Risk Management Consultant for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
APPOINTING A RISK MANAGEMENT CONSULTANT**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, the Authority, as a Local Unit, has joined a Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined by *N.J.S.A. 40A:10-36 et. seq.*; and

WHEREAS, the Bylaws of the Fund require participating members to appoint a Risk Management Consultant, as that position is defined in the Bylaws, if requested to do so by the Fund; and

WHEREAS, the Fund has requested participating member Local Units to appoint a Risk Manager; and

WHEREAS, the contract for Risk Management Consultant is being awarded in accordance with applicable law as an Extraordinary Unspecifiable Service as supported by the Certification attached hereto as **Exhibit A**;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Hardyston Township Municipal Utilities Authority hereby appoints the Moreville Agency, a Division of Bollinger Insurance, as its risk management consultant for the upcoming year.

BE IT FURTHER RESOLVED, that the Administrator, with the advice and input of General Counsel, is hereby authorized to execute a contract with the risk management consultant for the period from February 5, 2018 to Reorganization in February 2019 substantially similar to the Contract attached hereto as **Exhibit B**.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

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

9. A MOTION was made by Marples seconded by Kaminski to adopt the resolution establishing the HTMUA Annual Meeting Schedule for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**A RESOLUTION OF THE
HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE PERIOD MARCH
2018 THROUGH FEBRUARY 2019**

WHEREAS, the Hardyston Township Municipal Utilities Authority (the “Authority”) owns and operates a potable water supply system and a wastewater conveyance system servicing the residents of Hardyston Township (the “System”); and

WHEREAS, the Authority constitutes a public body pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-1 et seq., and, as such, it is required to provide adequate notice of the meetings and activities of the Authority in the manner provided in N.J.S.A. 10:4-8(d); and

WHEREAS, in accordance with the provisions of N.J.S.A. 10:4-18, at least once a year, within seven days following its annual reorganization meeting, the Authority shall provide adequate notice of the schedule of its regular meetings for the succeeding year; and

WHEREAS, the Authority wishes to establish a meeting schedule for the period of March 2018 through February 2019, in accordance with the New Jersey Open Public Meetings Act; and

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

1. During the period of March 2018 through February 2019, unless otherwise indicated on Exhibit A attached hereto, the Authority shall have one (1) regular meeting per month on the first Monday of each month. The date and times for such meetings are set forth in the Notice attached hereto as Exhibit A, which by this reference is made a part hereof as it set forth in full herein. Unless otherwise noted, all regular meetings of the Authority shall be held in the Council Chambers of the Township Municipal Building, 149 Weatsworth Road, Hardyston Township.
2. The Board Secretary is he hereby authorized and directed to take all actions necessary in order to satisfy the requirements of the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that this Resolution of the Board of Commissioners of the Hardyston Township Municipal Utilities Authority shall take effect immediately.

Exhibit A

**HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

In compliance with the Open Public Meetings Act, the following is a list of the meetings of the Hardyston Township Municipal Utility Authority. All meetings are scheduled for the first Monday of each month, unless otherwise noted, at 7:00 p.m. at the Hardyston Township Municipal Building, 149 Wheatsworth Road, Hardyston, New Jersey 07419. Any physically or mentally challenged resident that may need special accommodations to attend any of the foregoing meetings shall contact the Hardyston Township Municipal Utility Authority seven (7) days prior to an advertised meeting. Formal action may be taken at any meeting listed.

January 8, 2018
February 5, 2018 (reorganization)
March 5, 2018
April 2, 2018
May 7, 2018
June 4, 2018
July 2, 2018
August 6, 2018
September 10, 2018
October 1, 2018
November 5, 2018

December 3, 2018
 January 7, 2019
 February 4, 2019 (reorganization)

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

10.
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was

made by Marples seconded by Kaminski to direct Recording Secretary of the HTMUA to advertise public contract awards and meeting dates for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

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 -

ShotmeyerTract/ Bypass- Mike stated there is no activity at this time

Water Tank – Kula & Marples will form a committee for the logo

Assisted Living Facility – Nothing new at this time

Irrigation – Mike Vreeland and Ryan Scerbo discussed the request for the MUA to consider providing potable water for irrigation to the Wild Turkey Golf Course. The golf course would require 6.5 MGM. Ryan stated that bulk purchase agreement with a definitive expiration date of 3-5 years is probably the best option so that if a need for potable water for residential or commercial consumption arises in the future the MUA can reallocate the available potable water. A draft agreement will be prepared for consideration by the Commissioners at a future meeting.

YMCA – Nothing new at this time

Ridgefield Commons Emergency Interconnection – Nothing new at this time

North Church Technical Center - Nothing new at this time

Operational Considerations / Metering / Strategic Planning – Carrine Piccolo-Kaufer and Ryan Scerbo stated they are still proceeding with securing EIT loan funding for the water tank and meter replacement projects. They are currently awaiting clarification on the likelihood of principal forgiveness as well as whether or not the MUA will be required to obtain at least a shadow credit rating in order to obtain the financing through EIT.

NEW BUSINESS:

AUDIT PRESENTATION

Paul Cuva presented the audit report. Mr. Cuva stated that there is no significant increases in budgetary revenues and expenses. The proposed budget calls for no increase in water and sewer charges for the fiscal year 8/21/18.

A MOTION was made by Kula seconded by Marples to accept the 2018 audit as presented. In favor Cicerale, Kula, Marples, Kaminski, and Van Allen.

ASSET MANAGEMENT PLAN PROPOSAL

Carrine Piccolo-Kaufer stated that the MUA was seeking funding for the Asset Management Plan through the EIT loan program. Up to \$100,000 in principal forgiveness is potentially available through the EIT program. She stated that if EIT funding is not available they can scale back the scope of the Asset Management Plan; however new water quality regulations will require an Asset Management Plan be completed within the next year.

Paul Cuva stated that a budget amendment of \$100,000 would be required to finance the cost of the asset management plan until the EIT loan financing is secured. A motion to approve the budget amendment was made by Kula, seconded by Marples to authorize the budget amendment of \$100,000 to fund the cost of the Asset Management Plan. In favor, Cicerale, Kula, Marples, Kaminski, and VanAllen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION TO AMEND THE FY 2017 WATER AND SEWER OERATING BUDGET

WHEREAS, the Authority’s FY 2017 water and sewer operating budget for the year ending August 31, 2018 was adopted on the 19th day September 2017, and

WHEREAS, the N.J.A.C. 5:31-2.8 provides that all amendments to the FY water and sewer operating budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority of the full membership,

THEREFORE BE IT RESOLVED, that the following amendments be made to the FY 2017 water and sewer operating budget for the costs of an asset management plan of the Hardyston Township Municipal Utilities Authority for its year ended August 31, 2018.

	AYE	ABSTAINED	ABSENT
RECORD VOTE			
Cicerale	x		
Kula	x		
Marples	x		
Roof			
Kaminski	x		x
O'Grady			x
Van Allen	x		

OPERATING APPROPRIATION	FROM	TO
Cost of Providing Services:		
Other Expense – Water	\$218,250	\$268,250
Other Expense – Sewer	936,750	986,750
	<hr/>	<hr/>
Total Appropriations - Water	387,307	437,307
	<hr/>	<hr/>
Total Appropriations - Sewer	1,036,600	1,086,600
	<hr/>	<hr/>
Unrestricted Net Position Utilized		
Unrestricted Net Position – Water	-0-	50,000
Unrestricted Net Position – Sewer	-0-	50,000

BE IT FURTHER RESOLVED, that two certified copies of this complete amendment and resolution be filed forthwith the Director of the Division of Local Government Services for his certification of the Authority budget so amended.

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

Michael Vreeland presented the proposal for the Asset Management Plan which will cost up to \$85,000 depending on available funding. He discussed a free software program called CUPPS which will allow them to develop a comprehensive plan. A MOTION was made by Kula seconded by Marples to adopt the resolution authorizing the HTMUA to enter a contract for Professional Engineering Services in Connection with the Development of an Asset Management Plan for 2018. In favor, Cicerale, Kula, Marples, Kaminski and Van Allen.

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

RESOLUTION AUTHORIZING A CONTRACT WITH GUERIN & VREELAND ENGINEERING, INC., FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE DEVELOPMENT OF AN ASSET MANAGEMENT PLAN

WHEREAS, there exists a need for the Hardyston Township Municipal Utilities Authority (the “Authority”) to retain a professional engineer to render professional advice and consulting services to the Authority in connection with the Authority’s development of an Asset Management Plan; and

WHEREAS, Guerin & Vreeland Engineering, Inc. shall, for such services, bill at the rates set forth in the proposal attached hereto as **Exhibit A**; 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 Guerin & Vreeland Engineering, Inc., through Michael Vreeland, P.E., the engineer who shall perform such services, shall be and is hereby approved.
2. The Administrator is hereby authorized and directed, with advice and counsel of General Counsel, to develop and execute a contract with Guerin and Vreeland Engineering, Inc., based upon the proposal received in an amount not to exceed the amount for the services set forth in the proposal.
3. The contract is awarded without competitive bidding as a “professional service” in accordance with 40A: 11-5(1) (a) of the Local Public Contracts Law.
3. A notice of this action shall be printed once in the official newspaper of the Hardyston Township Municipal Utility Authority.

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

SHARED SERVICE AGREEMENTS

Marianne Smith presented the shared service agreements with the Township for administration, billing services and water/sewer operations. She said the contracts reflect a two percent increase from the previous year. A MOTION was made by Van Allen seconded by Kaminski to adopt the resolution authorizing the HTMUA the Execution of Service Agreements for 2018. In favor, Cicerale, Kula, Marples, 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**.

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

PAYMENT OF BILLS:

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

CORRESPONDENCE:

A MOTION was made by Kula and seconded by Kaminski ~~Marples~~ to accept the correspondence as presented. In favor: Cicerale, Kula, Marples, Kaminski, and Van Allen

OFFICER'S REPORTS:

Nothing at this time.

PROFESSIONAL’S REPORTS:

Administrator – nothing further

Operator –not present

Billing Clerk – not present

CFO –not present

Accountant – nothing further

Attorney – nothing further

Engineer – nothing further

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