

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
April 4, 2022**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, April 4, 2022 at 7:03 p.m., at the Municipal Building located at 149 Wheatsworth Road.

Oath of Office was administered to Mr. Wortche.

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

Members Present: Mr. Cicerale, Mr. O'Grady, and Mr. Wortche. Also present: Mr. Scerbo, Mrs. Kaufer, and Mr. Vreeland.

MINUTES: A MOTION was made by O'Grady seconded by Wortche, to approve the minutes of the March 7, 2022 meeting. In favor, Cicerale, O'Grady, and Wortche.

OLD BUSINESS:

Indian Fields:

Phase II As-Built Plans- Mr. Vreeland indicated several firms have been contacted requesting proposals for the Indian Field Phase II as-built drawings and reported he has no engineering objection to award the work to Joseph F. Barbieri & Associates, Inc. He said Joseph Barbieri & Associates have been involved with Indian Field Projects and they have also prepared the as-constructed plans for Phase III. Mrs. Kaufer reported sufficient funds are available to cover the cost of the project. Mr. Cicerale requested that a time frame for the project be added to the agreement and Mr. Vreeland agreed to include a performance clause in the Professional Service Contract Agreement.

Crystal Springs:

Shotmeyer Tract/ Bypass- Mr. Vreeland reported the Treatment Works Approval Permit for the Shotmeyer Tract Bypass has been issued. He also reported As-Built plans were received from St Andrew and the Oak South sections of Crystal Springs. He suggested sending a letter to the remaining sections that have not turned ownership over to the town yet.

Operational Considerations / Metering / Strategic Planning:

Conversion to a Meter Based Billing System – Nothing new to report.

Fixed Assets/Developer Conveyance – Nothing new to report.

Park Drive Fire Suppression Rate – Mrs. Kaufer discussed how the Township acquired the Fire Suppression system. She indicated its sole purpose is to provide water for fire protection at the Park Drive Industrial Park businesses. She said it was built by the developer of the Industrial Park but was not built to appropriate standards. She reported the Township adopted a special assessment to five property owners that are required to have fire protection and the assessment will help pay for the upgrade which was completed in 2021. She stated a user fee will need to be established to offset the operating cost associated with the system and discussed a draft operating budget. She reported an operating budget without R&R (Renewal and Replacement) would be about \$14,500.00 a year and a full budget including operating and R&R would be about \$23,900.00 a year. She discussed different options and proposals for water rates, connection fees, and rates for bulk water. She indicated Mr. Cuva suggested to use the annual budget figure of \$14,500.00 and charge all users across the board whether they are connected or not connected and establish an R&R fund. Mr. Kaufer stated the water will need to be circulated and suggested it can be used to provide pool water to tanker trucks and charge them a rate per gallon to fill up. She reported the water is not chlorinated but is clean enough for pools and the money can be used to help the R&R fund. She recommended to the Commissioners to proceed with the public hearing next month and provide a brief presentation on the draft proposed 2022 annual water rates, connection fees, and bulk water rates.

New Business

A **MOTION** was made by O’Grady and seconded by Wortche to accept the **Resolution Authorizing the Award of a Professional Service Contract for the Creation of As-Built Drawing for the Constructed Water and Sewer Infrastructure Associated with Indian Field Phases I and II**. In favor: Cicerale, O’Grady and Wortche.

**RESOLUTION OF THE HARDYSTON TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES
CONTRACT FOR THE CREATION OF AS-BUILT DRAWING FOR THE
CONSTRUCTED WATER AND SEWER INFRASTRUCTURE ASSOCIATED WITH
INDIAN FIELD PHASES I AND II**

WHEREAS, the Township, pursuant to a written agreement with the Authority, agreed to transfer to the Authority the funds associated with certain cash bonds so that the Authority could complete as-built plans for the constructed water and sewer infrastructure associated with the Indian Field Phases I and II; and

WHEREAS, the Authority requires the services of a professional engineer to create the as-built drawings for infrastructure constructed for Indian Field Phases I and II (the “Services”); and

WHEREAS, the Authority, through general consulting engineer, solicited proposals from five (5) engineering firms for the Services; and

WHEREAS, Joseph F. Barbieri & Associates, one (1) of the five (5) firms solicited, was the only firm that provided a proposal for the Services a copy of which is attached hereto as **Exhibit A**; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A: 11-1 et seq.) exempts professional services contracts from the requirements of public bidding;

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

1. That the Authority’s Administrator is hereby authorized and directed to execute a professional services agreement with Joseph F. Barbieri & Associates, to perform the Services for an amount not to exceed \$40,955.00.
2. The Authority’s Consulting Engineer is hereby authorized and directed to review the as-built drawings produced by Joseph F. Barbieri & Associates to ensure that they are acceptable for the Authority’s intended use.
3. That this Resolution shall take effect upon adoption.

PAYMENT OF BILLS:

A **MOTION** was made by O’Grady and seconded by Wortche to pay the bills, as per the bill list for March 8, 2022 and April 4, 2022. In favor: Cicerale, O’Grady and Wortche.

CORRESPONDENCE:

Mr. Vreeland commented on the State of New Jersey letter dated 3/17/22 regarding “Notice of Compliance Failure to Submit Line Document”. He indicated there are no lead service lines that

exist in the utility system and did not consider the report to be a requirement. He reported the inventory report has been submitted and the MUA is now in compliance.

A MOTION was made by O’Grady and seconded by Wortche to accept the correspondence as presented. In favor: Cicerale, O’Grady and Wortche.

OFFICER’S REPORTS:

Nothing further to report.

PROFESSIONAL’S REPORTS:

Administrator – Nothing further to report.

Operator – Not present.

Billing Clerk – Nothing further to report.

CFO – Not Present.

Accountant – Not Present.

Attorney – Nothing further to report.

Engineer – Mr. Vreeland gave an update on Indian Fields Well#3 Correction Action Plan. He indicated the plan was to run the well to waste for a few hours and then collect water samples and now the DEP wants the well to run longer before a water sample is taken. He reported the DEP suggest the well runs for 72 hours before taking a sample at 100 percent pumping capacity or run for 24 hours at 120 percent of its pumping capacity. Mr. Vreeland informed them that he is not comfortable with the well running for a few days unsupervised in a residential area. Also stated a Surface Water Permit may be needed if the well water is discharged to waste in the wetlands. He is waiting to hear back from them with other options.

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 O’Grady to adjourn, meeting adjourned.

Respectfully submitted,

Karen Osellame

Board Secretary