

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

APRIL 21, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **MEETING CALLED TO ORDER AT 5:00 PM**

The meeting of the Raritan Township Municipal Utilities Authority (RTMUA) was called to order stating that the meeting had been advertised in accordance with the Open Public Meetings Act setting forth the time with the RTMUA office as the place of said meeting. It was further stated that a copy of the Agenda was posted on the RTMUA office bulletin board.

2. **ATTENDANCE ROLL CALL:**

Mr. Kendzulak, Jr.	Absent
Mr. Mangin	Here
Mr. Reiner	Here (arrived at 5:02)
Mrs. Robitzski	Here
Mr. Tully	Here

Also present were Raymond Frank, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran & Thompson; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

None

6. **APPROVAL OF MINUTES:** Minutes of March 18, 2021

Mrs. Robitzski made a motion to approve the minutes from the March 18, 2021 meeting. Mr. Mangin seconded the motion. All were in favor.

7. **Treasurer's Report / Payment of Bills:**

Mr. Tully - The bills totaled \$445,018.90; everything appears to be in order. Mrs. Robitzski and I were in last Friday, and we signed checks since the meeting got rescheduled.

Mrs. Robitzski made a motion to approve the payment of bills. Mr. Mangin seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Absent
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Yes
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

8. **Citizens' Privilege:**

None

9. **Adjourn into Closed Session by Motion, if Needed**

10. **Adjournment of Regular Meeting:**

Mrs. Robitzski made a motion to adjourn the Regular Meeting. Mr. Mangin seconded the motion. All were in favor.

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

APRIL 21, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **The Work Session** of the Raritan Township Municipal Utilities Authority will be called to order upon the adjournment of the Regular Meeting.
2. **Correspondence:**
None
3. **Unfinished Business:**
None
4. **New Business:**
None
5. **Professional Reports:**
 - a) Attorney – None
 - b) Engineer –

Mr. Madden – This past quarter we did the capacity report. Flows are up a little bit, it's not unexpected, the first quarter generally has higher flows. It is not unusual for this time of year. We worked on the GIS map; I think we're in good shape. The clarifiers should be starting up in the next month; we'll take one offline to do some repairs and get that finished. We are continuing to do the metering, we got some results, we can see a trend. What we are doing, as we move upstream, we're just trying to see, when a rain event happens, which one of these two lines is affected more and we go from there. We're heading up towards the County facilities. That seems to be the line, so we'll continue to head up that way. I reached out to a vendor that can come in and seal that wet well in the pump station so we will have him come out and look.

Mrs. Robitzski – Where is that going on?

Mr. Madden – The County facility, by the library, the pump station up there.

Mr. Tully – Is it a big thing, is there a hole?

Mr. Frank – No, we've known it's been leaking, it's just a matter of getting someone out there seal the joints and stuff.

Mr. Madden – It's not a geyser or anything like that, it's a good idea to start buttoning these things up so we can try to regain some capacity. Mr. Frank is coordinating with Johanna and we hope to meet with them next week.

Mr. Tully – With the GIS stuff, you're talking about coordinating the data collection, is that with the camera?

Mr. Madden – Yes, they'll weave all that into it.

6. RTMUA REPORTS:

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report –

Mr. Frank – A normal month as far as operations. We had to close down septage for a week due to an overabundance of sludge. If everyone could turn to the last page in the packet, I'd like to propose to the Board an increase to our septage and greywater rates. We haven't increased our rates in thirteen years, and I did check around, Stony Brook no longer accepts septage. Somerset – Raritan is a little cheaper, but we seem to get a lot because we're centrally located. We're getting swamped, sometimes we're getting 60,000 gallons a day. I'd like to be able to increase the rates a little bit to cover our extra costs of having extra boxes go out; we're running boxes seven days a week to try to keep up.

Mr. Watts – I would say to have a resolution at the next meeting and coordinate what you want to raise the prices to and when the Authority sees the resolution, discuss the bases for the fee increase.

Mr. Tully – As far as the rate increase, I would just go to the \$0.07 and the \$0.045.

Mr. Frank – Don't forget, we give a third of what we take in, to Flemington.

Mr. Reiner – This is a rate increase to the ratepayers?

Mr. Frank – No, to the septage haulers; they might decide to pass it on to their customers.

Mr. Tully – This has nothing to do with ratepayers. Any other questions from the Commissioners?

Mrs. Robitzski – I have a question; it might have been explained to me a couple of years ago, I don't remember. I've experienced in other townships where the sewer utilities engineers will come in and do an inspection in a community, in a townhouse or

condo association. If there are cleanouts or obvious things that are allowing infiltration, they tell the homeowners or association that they have to fix it. If it's caps or whatever it is. Do we do anything like that or plan to do anything like that over time?

Mr. Frank – Yes. Part of that is revealed by the smoke testing that we do; the smoke pops out of cleanouts or cracks in the line. It checks the integrity of our line, all the laterals, anything that's knocked off by a lawn mower, smoke will pop out of the ground. An illegal connection, you'll see smoke coming out of the vents of the house. We're about a third or so of the way through with our smoke testing.

Mrs. Robitzski – The homeowners or associations are given the information and they have to make the repairs?

Mr. Frank – We go right to the homeowners; they are notified that they need to make the repairs. They get two notices to make a repair and if they don't, we make the repair and then send them the bill.

Mrs. Robitzski – What if it's an association?

Mr. Frank – It's the homeowner, unless it's in the street, then it's our issue.

Mr. Reiner – Is there any mechanism in place to force compliance if somebody doesn't pay and are we currently owed money in that area?

Mr. Frank – I don't believe we're owed money; usually it's a small ticket item like a cleanout cap or something like that. In the beginning we did most of them ourselves because it was easier but then it was getting more and more expensive. We just notify the homeowner and say, "go to Home Depot, pick up an eight-dollar cap, put it on and you're good to go."

Mr. Watts – The enforcement mechanism is that it gets added to their bill and if they don't pay it, interest accrues, and we'll get paid eventually.

Mr. Reiner – Mr. Tully, does it become a lien against their property?

Mr. Watts – Yes.

- a) Overtime Recap
- b) Septage / Greywater Recap
- 2. Laboratory Summary
- 3. Maintenance Summary - okay
- 4. Readington Flows

b) COMMISSIONERS' COMMENTS

None

7. **Discussion:**

- a) 1st Quarter 2021 Capacity Evaluation

Previously discussed.

- b) Septage / Greywater Price Increase

Previously discussed.

8. **Adjourn into Closed Session by Motion, if Needed**

Mr. Tully – I would like to go into Closed Session for the purpose of discussing the ongoing litigation over the C-1 Stream designation and to discuss a recent meeting that was had with regard to the bond payments with the Borough of Flemington, and we do not anticipate any official action will be taken once we come out of Closed Session.

Mrs. Robitzski made a motion to adjourn into Closed Session for the above stated purpose and Mr. Mangin seconded the motion. Closed Session was from 5:13 pm – 5:31 pm.

9. **Adjournment of Work Session:**

Mr. Mangin made a motion to adjourn the Work Session. Mrs. Robitzski seconded the motion. All were in favor. The Meeting ended at 5:32 pm.