

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

NOVEMBER 16, 2017

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:**

Dr. Buza	Here
Mr. Grand	Absent
Mr. Kendzulak, Jr.	Here
Chair Kinsella	Here
Mrs. Robitzski	Here

Also present were Greg LaFerla, RTMUA Chief Operator / Director; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran and Thompson; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2017 - 69 Adoption of Certified Budget for FY 2018

Mr. Kendzulak, Jr. made a motion to approve Resolution #2017 – 69, Mrs. Robitzski seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Mr. Grand	-	Absent
	Mr. Kendzulak, Jr.	-	Yes
	Chair Kinsella	-	Yes
	Mrs. Robitzski	-	Yes

Resolution #2017 - 70 Establishment of Administrative Salaries

Mrs. Robitzski made a motion to approve Resolution #2017 – 70, Dr. Buza seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Mr. Grand	-	Absent
	Mr. Kendzulak, Jr.	-	Yes
	Chair Kinsella	-	Yes
	Mrs. Robitzski	-	Yes

Resolution #2017 - 71 Authorization for Execution of Agreement for Wastewater Treatment Capacity for the Provision of Affordable Housing

Mr. Watts – This is nothing that had been discussed at the prior meeting, this came up since the last meeting. We held a meeting in my office with representatives from Raritan Township, they are in need of additional capacity on an expedited basis to fulfill the interim COAH requirements. They received a favorable ruling that they only needed a certain amount to fulfill this round and we had that available so we took the liberty of preparing not only the Resolution but also the Agreement; the Agreement hasn't been approved by Raritan Township yet but I wanted to get something before you. What they are asking for is that we transfer a certain amount of capacity, as we did back in 2006, to be used solely for COAH projects. You'll see in the Agreement and in the Resolution, we don't know where it's going or when they're going to use it or how they're going to use it, but we are transferring it to them, it's their decision, it can

only be used for COAH projects and the income from it will only begin to come when it's transferred, with our approval, to the developer of the COAH project. If you'll notice, in the past we had a duration of two years. That wasn't discussed with the Township so I left it blank and I would say we can leave it blank with the understanding that it will not be signed by the Chairman until the duration of the Agreement has been agreed upon. Other than that, it's exactly the same as we did with the Township in 2006 and it worked very well.

Dr. Buza – So if this doesn't go forward the capacity comes back to us?
Mr. Watts – Yes.

Mr. Kendzulak, Jr. made a motion to approve Resolution #2016 – 71, Dr. Buza seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Mr. Grand	-	Absent
	Mr. Kendzulak, Jr.	-	Yes
	Chair Kinsella	-	Yes
	Mrs. Robitzski	-	Yes

Resolution #2017 - 72 Return of L & E

Mrs. Robitzski made a motion to approve Resolution #2016 – 72, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Mr. Grand	-	Absent
	Mr. Kendzulak, Jr.	-	Yes
	Chair Kinsella	-	Yes
	Mrs. Robitzski	-	Yes

6. **Approval of Minutes:** Minutes of October 19, 2017

Mr. Kendzulak, Jr. made a motion to approve the minutes from the October 19, 2017 meeting. Dr. Buza seconded the motion. All were in favor. Mrs. Robitzski abstained.

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

Mr. Kendzulak, Jr. - The bills totaled \$416,285.58. Everything appears to be in order. If you go to the last grey page, we're at 90.28%; we are eleven months

through the year, that would be about 92%, so we're below that so that is good. We're pretty much right on budget.

Dr. Buza made a motion to approve the payment of bills. Mrs. Robitzski seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Mr. Grand	-	Absent
	Mr. Kendzulak, Jr.	-	Yes
	Chair Kinsella	-	Yes
	Mrs. Robitzski	-	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. Kendzulak, Jr. seconded the motion. All were in favor.

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

NOVEMBER 16, 2017

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

APPROVED

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:**

a) William Lane, PE of Menlo Engineering Associates to Gregory LaFerla, Chief Operator / Director of RTMUA regarding Raritan Town Square Block 16.01 Lots 35 & 36

Mr. Madden – This has to do with Raritan Town Square and they want to transfer ownership of EDUs from one site to another and I understand you guys don't do that.

Mr. LaFerla – We don't allow that.

Mr. Watts – The properties have to be contiguous and have the same ownership.

Mr. Kendzulak, Jr. – I'd like to talk about this in Closed Session if that's possible?

Mr. Watts – You would have to deem it a Contractual Matter because you have Contracts to reserve capacity with them.

3. **Unfinished Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

a) Attorney - none

b) Engineer –

Mr. Madden – We've been getting good data from the meters. The issues seem to be from a couple of different areas. I thought maybe we would find one

key spot but unfortunately it seems to be a little spread out. Mr. LaFerla's guys have gone out and done some more field work, some more investigation and we've come up with a couple of spots that we need to look at a little closer. There are some leaks and things we've found. Things we can repair and get good benefit from.

Mr. Kinsella – So is there anything specific that you've found that you can report on?

Mr. Madden – No magic bullet.

Mr. Kinsella – No magic bullet, but do you see a trend, do you see something specific happening, something reoccurring in one spot?

Mr. Madden – We have a meter upstream on Dayton Road, and that seems to be an area where they're having a pretty good jump during wet weather, like four times the normal flow.

Mr. Kinsella – That's residences that are feeding that.

Mr. Kendzulak, Jr. – Where on Dayton Road?

Mr. Madden – Meadowbrook. There's a stream back there and the pipe runs along that.

Mr. Kendzulak, Jr. – What I would like, perhaps for the next meeting, is you could be prepared to give us a presentation; this is where we are, this is what we found, what the next steps are now. As the Authority moves forward, this is a critical undertaking that we have. Hopefully we get a little more rain.

Mr. Madden – We can definitely do that, that's not a problem. We met with Johanna Foods; we've been working with the Contractor and Mott MacDonald reviewing shop drawings for the Route 31 Interceptor Relocation, so that seems to be getting ready to go. Commerce Street, we've been reaching out to that Contractor, I think maybe by the end of the month. I've suggested they do it at night because it'll just be a lot easier traffic wise. I think most of the businesses shut down overnight so they'd have less flow to deal with and bypass.

Mr. Kinsella – Just to go back to the Johanna Foods meeting; Mr. LaFerla and I were there too. What I understood from their head, Mr. Facchina and Mr. Saracini is if this injection thing works according to what they have been told, they will save 50% of their flow that would come here. So, that's about 150,000 gallons per day; that's very significant and that would open up a lot of capacity. If in fact it works. They asked if we were behind them and we said of course we were and they said they'd heard elsewhere that we were not.

Mrs. Robitzski – Do we have the authority to approve or disapprove this?

Mr. LaFerla – They have to get the okay to do it from DEP.

Mr. Watts – They are a customer. They can do whatever they want if they find another way to get rid of their wastewater; they stop sending it to us and we stop billing them.

Mr. Madden – It would make sense to get rid of this extra flow. It frees up the whole section of where we have issues.

Mr. Kendzulak, Jr. – What's the optimism of DEP approving this and this thing moving forward and a timeline?

Mr. LaFerla – We met with them maybe three years ago and heard the same thing and it hasn't moved at all.

Mr. Kinsella – I spoke to DEP about two months ago, the gentleman told me the last time they approved one of these things was about eight years ago. That could have been in the middle of south Jersey without any houses around for miles.

Mr. Madden – That's going to be the issue, how it affects the groundwater.

6. RTMUA REPORTS:

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report

Mr. Kendzulak, Jr. – Just a note about the septage in October, it's almost \$51,000.00, last year in October it was just under \$25,000.00; it almost doubled. Why?

Mr. LaFerla – Phillipsburg still hasn't opened back up; they're still down. They're prices will probably go up when they reopen because they're going to have a bill to pay.

Mr. Kinsella – Number six on your report about the discharge from Johanna Foods.

Mr. LaFerla – The guys were out TVing lines over by Midas and when they went to check a manhole, the creek that runs right by there, the creek was white. They started following it back and called me so we called the DEP Hotline, and also the Hunterdon County Health Department and we sent both of them pictures. They both came out after they saw the pictures. They followed it upstream and it was coming down a dry ravine and they followed it up the ravine and it was getting pumped out of Johanna Foods. Then the DEP took over. I'm sure they'll make them clean the stream and whatever. They had an illegal outfall, and somehow there was a sump pump pumping it out to this illegal outfall that they didn't know about. The only other thing I want to mention is there's a Loss Control Report in there; Mr. Sciss is doing a very good job down there with everything.

Mr. Kinsella – I have a question about this. It has to do with mats. This is at the Motor Control Center. These mats should have been part of the job that was done. It's a standard safety concern. Either Mott MacDonald didn't specify that they should be there or else DeMaio didn't put them there when they should have put them there. That's how I read it, that this guy is saying they should have

been there.

Mr. Kendzulak, Jr. – Was it left out in the design or was it left out of the job and the guy didn't do what he was supposed to do. We need to look into it. Ask them to review this and provide an explanation.

Mr. Kinsella – These things aren't cheap and safety is paramount down there, it's serious stuff. I think they should have been incorporated into this job and I don't think we should have to be paying for this.

Mr. Kendzulak, Jr. – Ms. Nicaretta, please make this an agenda item for next month.

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

b) COMMISSIONERS' COMMENTS

7. **Discussion:**

None

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

Chair Kinsella – We will be going into Closed Session to discuss Contractual Matters regarding capacity reservations and Personnel Issues concerning the negotiation of the Labor Contract, we do not anticipate any official action will need to be taken once we come out of Closed Session.

Mr. Kendzulak, Jr. made a motion to adjourn into Closed Session for the above stated purpose and Dr. Buza seconded the motion. Closed Session was from 5:44 pm – 6:33 pm.

9. **Adjournment of Work Session:**

Mrs. Robitzski made a motion to adjourn the Work Session. Mr. Kendzulak, Jr. seconded the motion. All were in favor. The Meeting ended at 6:34pm.