

1 APPROVED

1 RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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3 In the Matter of:

4 RESOLUTION #2017-73 STENOGRAPHIC

5 ESTABLISHMENT OF CONNECTION FEE TRANSCRIPT

6 and OF

7 RESOLUTION #2017-74 PROCEEDINGS

8 ESTABLISHMENT OF SANITARY SEWER USER FEE.

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10 Thursday, December 14, 2017

11 365 Old York Road

12 Flemington, New Jersey

13 A P P E A R A N C E S:

14 WATTS TICE & SKOWRONEK

15 Attorneys for the Raritan Township

16 Utilities Authority

17 171 Main Street

18 Flemington, New Jersey 08822

19 BY: C. GREGORY WATTS, ESQUIRE

20

21 LUCILLE A. GROZINSKI, CCR

22 Certified Court Reporter

23 6 Kirkbride Road

24 Flemington, New Jersey 08822

25 (908) 788-2644

1 COMMISSIONERS PRESENT:

2 MR PETER KINSELLA, CHAIRMAN

3 DR. LORI BUZA, VICE CHAIRMAN (Absent)

4 MR. JOHN KENDZULAK, JR., TREASURER

5 MS. VALERIE ROBITZSKI, SECRETARY (Absent)

6 MR. LAWRENCE GRAND, ASST. SECRETARY/ASST. TREASURER

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8 A L S O P R E S E N T:

9 MR. GREGORY LaFERLA, Chief Operator/Director

10 MS. REGINA NICARETTA, Executive Secretary

11 MR. DAN MADDEN, P.E. (Johnson Mirmiran & Thompson)

12 MR. MICHAEL CRAGIN, AUDITOR (Bowman & Company)

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1                   CHAIRMAN KINSELLA: The meeting has  
2 been called at 5 p.m. This meeting is advertised in  
3 accordance -- I'm sorry, 5:09 p.m, sorry about that.

4                   This meeting has been advertised in  
5 accordance with the Open Public Meeting's Act,  
6 setting forth the time, and Raritan Township  
7 Municipal Utilities Authority is the place of said  
8 meeting. A copy of this agenda has been posted on  
9 the office bulletin board.

10                   Roll call, please.

11                   MS. NICARETTA: Dr. Buza. Mr. Grand?

12                   MR. GRAND: Here.

13                   MS. NICARETTA: Mr. Kendzulak?

14                   MR. KENDZULAK: Here.

15                   MS. NICARETTA: Mr. Kinsella?

16                   CHAIRMAN KINSELLA: Here.

17                   MS. NICARETTA: Mrs. Robitzski?

18                   CHAIRMAN KINSELLA: Please rise for  
19 the pledge of allegiance.

20                   Thank you. All right. Move to  
21 applications. There being none, and now we'll go to  
22 our public rate hearing.

23                   Mike, all yours.

24

25                   MR. CRAGIN: The proposed rate

1 increases the user fee from \$636 to -- from \$624 to  
2 \$636. It's a \$3.00 a quarter increase. The base  
3 fee would increase from \$162 to \$165 less than a  
4 \$1.00 a quarter.

5 The proposed revenue would increase,  
6 total revenue for the Authority by about \$200,000.  
7 This would help cover the additional cost in the  
8 2018 budget, which among the few are the 2017 NJEIT,  
9 which is about \$76,000. And the capital projects  
10 that are included in there for \$155,000.

11 MR. KENDZULAK: What is the rate  
12 being increased, from what?

13 MR. CRAGIN: From \$624 to \$636.

14 MR. KENDZULAK: Okay.

15 MR. WATTS: Those rates are  
16 supportive of the budget that was already approved  
17 by the state.

18 MR. KENDZULAK: Correct. That's  
19 actually the second resolution.

20 CHAIRMAN KINSELLA: Yes. Can you  
21 talk about the connection fee, Mike?

22 MR. CRAGIN: Connection fees, we are  
23 budgeting \$50,000. The fee was calculated in  
24 accordance with the regulations. And in the budget,  
25 we had budgeted it for about \$50,000 in 2018.

1 MR. KENDZULAK: It's going to \$4,039  
2 as compared to the current fee of?

3 MR. CRAGIN: I don't have that  
4 written down.

5 MR. LaFERLA: \$3,962 -- or excuse me,  
6 \$3,961.

7 MR. KENDZULAK: And this is all based  
8 on law, essentially?

9 MR. CRAGIN: Correct. It's basically  
10 based on the infrastructure of the entire Authority.  
11 What you've paid in since inception, and then  
12 basically every person who comes in after that pays  
13 their fair share of that.

14 CHAIRMAN KINSELLA: Anything else  
15 from anyone?

16 MR. WATTS: The record should reflect  
17 there are no members of the public here.

18 CHAIRMAN KINSELLA: Any other  
19 comments Mike, from you?

20 MR. CRAGIN: No.

21 CHAIRMAN KINSELLA: That's it,  
22 complete. All right. Okay. I'll just have to read  
23 the resolutions.

24 MR. WATTS: Well, you might just want  
25 to take the first two, 73 and 74, because they're

1 part of the public hearing, then you can close the  
2 public hearing and go on to the other resolutions.

3 CHAIRMAN KINSELLA: All right. We're  
4 going to go to Resolution 2017-73. Any -- we've had  
5 discussion on that already.

6 Is there a motion to approve?

7 MR. KENDZULAK: Move it.

8 MR. GRAND: Second it.

9 MS. NICARETTA: Mr. Grand?

10 MR. GRAND: Yes.

11 MS. NICARETTA: Mr. Kendzulak?

12 MR. KENDZULAK: Yes.

13 MS. NICARETTA: Mr. Kinsella?

14 CHAIRMAN KINSELLA: Yes.

15 Resolution 2017-74, Establishment of  
16 Sanitary Sewer User Fees. Motion to approve?

17 MR. KENDZULAK: Moved.

18 MR. GRAND: Second.

19 MS. NICARETTA: Mr. Grand?

20 MR. GRAND: Yes.

21 MS. NICARETTA: Mr. Kendzulak?

22 MR. KENDZULAK: Yes.

23 MS. NICARETTA: Mr. Kinsella?

24 CHAIRMAN KINSELLA: Yes. Thank you.

25 MR. WATTS: And that concludes the

1 public hearing. Thank you.

2 (The public hearing concluded at  
3 approximately 5:15 p.m.)

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C E R T I F I C A T E

I, LUCILLE A. GROZINSKI, a Certified Court Reporter of the State of New Jersey, authorized to administer oaths pursuant to R.S. 41:2-2, do hereby certify that the foregoing is a true and accurate transcript of the testimony that was taken stenographically by and before me at the time, place and on the date herein before set forth.

I DO FURTHER CERTIFY that I am neither a relative nor employee nor attorney nor counsel of any of the parties to this action, and that I am not financially interested in the action.

  
LUCILLE A. GROZINSKI, CCR  
LICENSE NO. 30XI000914



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RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REGULAR MEETING MINUTES

December 14, 2017

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

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Resolution #2017 - 75 Designation of Public Agency Compliance Officer

Mr. Grand made a motion to approve Resolution #2017 - 75, Mr. Kendzulak, Jr. seconded the motion.

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

Resolution #2017 - 76 Renewal of Insurance Services

Mr. Kendzulak, Jr. made a motion to approve Resolution #2017 - 76, Mr. Grand seconded the motion.

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

Resolution #2017 - 77 Appointment of Risk Management Consultant

Mr. Grand made a motion to approve Resolution #2017 - 77, Mr. Kendzulak, Jr. seconded the motion.

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

6. **Approval of Minutes:** Minutes of November 16, 2017

Mr. Kendzulak, Jr. made a motion to approve the minutes from the November 16, 2016 meeting. Mr. Kinsella seconded the motion. All were in favor. Mr. Grand abstained.

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

Mr. Kendzulak, Jr. - The bills totaled \$496,802.33. All appears to be in order. There's two separate colors, if you look at the last page of the red, we're at 92.4% of our budget and that's from the 2017 fiscal year. We're under budget; there may be some movement on this with regards to the Audit as the Audit goes through but that's a good thing that we finished under budget. If you go to last green page, we're at 6.43% for the new budget year, we're not quite through the whole month of December but this is the payment of bills for the month of December. We've had some heavy-duty payments like the insurance, the upfront costs, so I'm not too concerned about where we are now this early on.

Mr. Grand made a motion to approve the payment of bills. Mr. Kendzulak, Jr. seconded the motion.

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

8. **Citizens' Privilege:**

None

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

10. **Adjournment of Regular Meeting:**

Mr. Kendzulak, Jr. made a motion to adjourn the Regular Meeting. Mr. Grand seconded the motion. All were in favor.

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
WORK SESSION MINUTES

APPROVED

DECEMBER 14, 2017

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

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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. **Old Business:**  
  
None
4. **New Business:**  
  
None
5. **Professional Reports:**
  - a) Attorney - None
  - b) Engineer –

Mr. Madden – Mr. Kendzulak, Jr. asked me to do a presentation on the metering and I have that set up.

Mr. Kinsella – Let's do that first.

Mr. Kendzulak, Jr. – Why don't you do the updates to your report first.

Mr. Madden – Commerce Street, they did what they call their pre – cleaning of the line, which is the heavy cleaning they do before they line the pipe. When they did that they found some excessive leaks and they're concerned about the liner adhering and working so they want to go in and grout those joints that are leaking. There are five of them that they thought needed grouting. They gave me a proposal originally to do it, an extra \$4,500.00 but I'm asking them to adjust that because we require them to use a pre – liner, which is a sleeve that would go in ahead of the liner, and they want to do the grouting instead of the pre – liner in two of those sections so I asked them to give me a credit for that. They were supposed to get that to me today but they did not so I'm going to follow up with that so we would be looking at an additional cost of a couple of grand to do the grouting but



that would really solve the problem that it could migrate down the pipe and turn into another weak point somewhere. It will help seal that up.

Mr. Kinsella – Do we have photo documentation of this?

Mr. Madden – Yes, I can provide that.

Mr. Kendzulak, Jr. – When are they supposed to do the work?

Mr. Madden – They're supposed to do it next week.

Mr. Kendzulak, Jr. – So, you need some type of authorization?

Mr. Madden – Yes.

Mr. Kendzulak, Jr. – Yes, lets' get it done.

Mr. Madden – I talked to the contractor for the school, they're mobilizing on the first week of January. He told me it shouldn't take more than five or six days for them to do their actual work.

Mr. Kendzulak, Jr. – All I have to say is I don't know where that plays out in the schedule...

Mr. Madden – They're ahead of schedule.

Mr. Kendzulak, Jr. - ...because if they're pushing the envelope, once they fall behind the letters have to start flying.

Mr. Madden – They've had some issues with their submittals being rejected and they had to resubmit so they lost some time there and they want to get that resolved. The last thing, we had the review for Raritan Town Square. They're requesting additional flow from the Authority to construct low income housing, if you recall the letter that came in last month? They want to transfer nine EDUs from the Costco site across the street to the Raritan Town Square site. In addition to that, they needed additional EDUs; they calculated twenty - seven, when I did it, they needed ninety. You don't allow transferring of capacity from lots like that and they're basing their flows on measured flow which is unsubstantiated. Plus, you don't have the capacity they need.

(Mr. Madden showed his presentation)

Mr. Kendzulak, Jr. – Is that the last slide you have?

Mr. Madden – Yes.

Mr. Kendzulak, Jr. – Here's the question I have, is there something that we would want to see and say "lets focus on certain things"? I know we were talking about looking at anything along a waterway, a creek or something like that; to walk those lines and make sure there's no obvious manhole lids that blew off or any stuff like that. Then, is there something that would be the next thing we would do, like TV an area that might be suspect; is that a plan that you could develop?

Mr. Madden – I think we should do that; there's nothing that beats going out in a rain storm and looking at manholes and saying "this manhole, we have a lot of flow in here, it's not normally this high" or "this one isn't so bad". You know, if one is down stream and the next one upstream is bad, you can say "something is

going on between here". That kind of thing would be helpful. That way you can establish a pattern and a plan with Mr. LaFerla.

Mr. Kendzulak, Jr. – I guess we're a little too early for smoke testing?

Mr. Madden – No, we're not at that point yet. The smoke testing won't pick up sump pumps.

Mr. Kendzulak, Jr. – That's not what we're really looking for.

Mr. Madden – Well, that is part of it.

Mr. Kendzulak, Jr. – We're looking for something big though.

Mr. Madden – It could be a lot of little things here too is what I'm trying to say. You get that big one; when that one recedes, you're still getting a lot of flow into the pipe.

Mr. Kendzulak, Jr. – Personally, I'd like to see what the next part of the plan of attack is. These are the lines we want to look at, whether we walk them when they're wet and then let's look to focus on TV inspecting these lines here.

Mr. Madden – Well, we want to wait to get all the data, and really go through it and do a more thorough analysis of it. We have to get all of the records from Hach; their installation and calibration and things like that; we want to eliminate any extraneous things that could throw our data off.

Mr. LaFerla – You said there were three storms that you measured?

Mr. Madden – Yes, three or four.

Mr. LaFerla – How far apart where the rain storms?

Mr. Madden – I'm not sure.

Mr. LaFerla – What I'm saying; you said it went up drastically all of a sudden but then it took a long time to get back down. If it's taking a long time to come back down, and it's still coming down and then you get more rain, it pops back up but it could pop back up because the sump pumps are still running and more water is running in so the sump pumps have to run more often.

Mr. Madden – That's what I'm saying, you're seeing stuff like that. I think there's also some kind of cross connection or something like that too. This is just a brief history of what has happened so far but like I said, I think the next step will be to start looking upstream along the interceptor because I think we're getting sudden surges within the first hour or so.



6. **RTMUA Reports:**

a) ADMINISTRATIVE / OPERATIONS REPORT

Mr. Kendzulak, Jr. – Where do we stand with the clarifier?

Mr. LaFerla – Mr. Tilvawala from DEP called to see the status.

Mr. Kendzulak, Jr. – So, we requested proposals and we need to evaluate the proposal, the dollar value and that's got to be submitted to DEP and then that should be it?

Mr. Madden – Yes, I submitted a proposal yesterday. They require in writing to put in for full time inspection. I put it in because I know that they want to see it but in reality, I know we probably won't need it. I don't know if they'll entertain that.

Mr. Kendzulak, Jr. – Is that a conversation that needs to be had with the fellow from DEP? Is that a conversation that you can have with the fellow from DEP?

Mr. Madden – I can have it yes.

Mr. Kendzulak, Jr. – Then I would go ahead and have it.

(many voices speaking at one time)

Mr. Kendzulak, Jr. – There was also a question of overlap with Mott MacDonald with the bidding process? I don't know what was in the original proposal?

Mr. LaFerla – Mott MacDonald was bid through award, I'm pretty sure.

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

b) COMMISSIONERS' COMMENTS

7. **Discussion:**

a) Dielectric Matting

Mr. Kinsella - If this was in the Contract, they were supposed to supply mats as part of the job?

Mr. LaFerla – It's in the Contract but as an overall "you have to follow the regulations for the electric". Then you have to pick out what specifically needs to be followed for that job. For Dielectric Mats, you need 5kv for Dielectric Mats but

we only have 480, therefore we are not required by the Contract to have them supplied. The people that are requiring the mats are from the JIF insurance. That's because they are going to require anything to make anything safer. Mr. Sciss got the mats, the cost was \$252.20.

Mr. Kinsella – How many mats did we have to get?

Mr. LaFerla – Just one section because we already had some. As soon as we received the recommendation from the insurance company I had Mr. Sciss order the mat.

Mr. Kendzulak, Jr. – So, we're okay with the JIF now? And it cost us \$250.00?

Mr. LaFerla – Yes, \$252.20.

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

Chair Kinsella – We will be going into Closed Session to discuss Contractual Matters regarding reservation of wastewater treatment capacity for Raritan Township's COAH needs 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 Mr. Grand seconded the motion. Closed Session was from 6:12 pm – 6:29 pm.

**9. Adjournment of Work Session:**

Mr. Grand made a motion to adjourn the Work Session. Mr. Kendzulak, Jr. seconded the motion. All were in favor. The Meeting ended at 6:30 pm.