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RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REGULAR MEETING MINUTES

APPROVED

APRIL 16, 2015

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

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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
Dr. Dougherty	Here
Mr. Kendzulak, Jr.	Here
Chairman Kinsella	Here
Mr. Tully	Here

Also present were Bruce Miller, RTMUA Executive Director; Greg LaFerla, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; Nancy Wohlleb, PE, HMM MacDonald.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2015 - 25      Audit Report Review for Fiscal Year Ending  
November 30, 2014

Mr. Kiel – In the Audit, the part we should go over first is the Findings. Two weeks ago we had what we call the Exit Conference which was with management and we always require one Board member to be there; Mr. Kendzulak, Jr. was the Board member present. During the conference we went in detail over everything we did during the Audit including some of the minor things. Sometimes you find a purchase order without a signature, little things like that and that's not the type of thing that ends up in the actual Audit Report. It's the Findings that go to the State. The minor things, I don't think it's really worth going over in detail unless you have any questions about them. Were you given copies of what was called "Items for Discussion"? This was the first time going through the Exit Conference with us and usually I'll say during the Exit Conference that the Items for Discussion should be distributed to the Board Members after the meeting. In there, there are some of these other minor items. The thing you have seen is the actual Findings that are in the Audit Report. I will quickly touch on some of them. The first one we found had to do with some of the bids and contracts. The main part that went into the first Finding was the bidding for chemicals. This one we get a lot; anywhere I go, vendors will say they are the sole source and they send you a letter saying they are the sole source and that you don't have to bid for something. Unfortunately the State says otherwise. There is no such thing as a sole source exemption in the bid law. There are certain procedures you have to follow; one you have to advertise twice with no responses. After you get no responses twice, you still have to send a letter to the State, ask for permission to do what they call competitive contracting and at that point it's pretty much just picking up the phone and negotiating with the vendor but you still have to get permission from the State. You send it up to the State, if they don't respond to you within 45 days', they say that means "we've accepted it" but they aren't going to get back to you within 45 days so it's just a matter of waiting. As a result of this issue for chemicals, the vendor said it was sole source, but you were buying chemicals for degreasing the wet wells and for the year it added up to over your bid threshold which is \$17,500.00; I believe you were in the \$20,000.00 range for the year. That was the first item we came across. We also found something in the awards for the contracts. I know there were a few different templates that were used for the awarding of the professional services like the attorneys and the engineers and the templates didn't always consistently certify the availability of funds. One of

the things you have to technically do is for every contract, no matter what it is, you have to certify that availability of the funds. Basically, you have to say "hey, I certify that we can pay this" and that has to be done for all contracts, whether it's over \$30,000.00 or over \$17,500.00 anything you entered into. So that's actually being done now, Ms. Nicaretta already updated the template she uses so that's already being done. Also with the advertising of Professional Services awards; a couple of years ago the State actually issued a Local Finance Notice that came out with a lot of the things they found that the Local Government Entities were doing wrong when it came to the advertising. It had to do with the Pay to Play laws that came out and everybody was confused; the State even admitted that they put out bad guidance, they even say in this Local Finance Notice "we told you to do the wrong things, don't listen to anything we told you to do before, just do this now." Everybody thought that with the Pay to Play and doing the RFP process, it meant you didn't have to advertise Professional Service Awards but unfortunately you do and not only do you have to do that, you have to put a total dollar amount in there, not just an hourly amount. You have to use your management experience to estimate the amount of that contract. So you do actually have to say "we are awarding this contract to Watts Tice & Skowronek for \$50,000.00. Now, you actually have to pay attention to that because as soon as you go over that amount, you have to re-advertise it. Now obviously there's the issue of "let's just do it for a higher amount" but the next thing you know you have someone calling up asking why you're paying \$100,000.00 for a contract. They don't understand that it's a "not to exceed amount" so you get into the situation of you have to try to estimate what it is, keep it low enough where people don't assume you are spending all of this money which you're really not. That is one thing you are going to have to do is put a total dollar amount whether you're buying widgets or chemicals, you still have to do the total dollar amount and paying attention to that amount because you will have to re-advertise that if you do go over it. Those were a couple of things we came across, one thing that wasn't in here with the regular purchases, is with the Business Registration Certificates; the State of New Jersey is making you their treasury agents. The sole reason they started this is because they want to know who you are paying and who they can go after and audit. What it means is that anybody you do business with, not just your contracts, not just your professional services, you have to get a Business Registration Certificate. It is something that is needed from everybody. What was being done was, you were making sure you had it but only for the contracts but this is something that has to be done with everybody and when we talked about this, the staff has already started getting all of these certificates. For the most part, everybody you deal with has these already so it's not like you were dealing with anybody who didn't have them, it's just a matter of you have to maintain them. The other issue we came across was

the revenue deposits. There is actually a State statute that says you must deposit funds within 48 hours if you're an Authority. TD Bank on the other hand says that they are going to charge you extra for a deposit if it's below \$5,000.00 so on a day when you get \$100.00 in receipts you weren't depositing it because you didn't want to have to pay that extra fee. Unfortunately the State says that you have to deposit it anyway. Now currently you have an Agreement with TD Bank, and I believe they were saying it's only two cents more to deposit if it's below \$5,000.00 but that's also with the assumption that you are not making a lot of deposits below \$5,000.00. Last time I was here you were talking with TD Bank to find out what the cost would be for deposits every day; I don't know if you've figured that out or not yet. But again, the State says it has to be deposited within 48 hours. There were times where you made deposits only once a week; unfortunately that's one of the rules the State says we have to audit. So that was finding number two. There were some other items for discussion. I'll go through all of these really quick. Some of these were just informational, like for instance the new Authority budget. This year you have to do the new Authority budget and it requires new disclosures; they even have questions like my personal favorite "do you supply personal chefs or chauffeurs to any of your employees?" That's an actual question. Mainly what they want to know from any key employee and any commissioners, you have to list out all of your names, list out how much you make, list out any benefits you get whether its health benefits, list out any other governmental entities that you have been elected to or employed with. So if any of the commissioners are a committee person at another township or even if you work for a volunteer fire department and get paid with the stipends that's the type of stuff they want to know and you actually have a section where you have to disclose that. If that's not been brought up to you now, it's one of the things you are going to have to disclose. Other things they want to know is any reimbursements you've had for meal or travel; I've actually had two budgets where they held up the approval because they wanted a list by employee and amount whether it was travel, mileage reimbursement or meals so we had a list of key employees, which is only somebody who makes over \$100,000.00 a year, is management or a commissioner, we had to have a list of reimbursements for meals, travel and even when you go to AEA Conventions, you have to list out the travel reimbursements, meal reimbursements etc. I had one Authority, and you can see where this can create issues, because they went to Robert's Steak House and they had a meal there with the employees and everything. On the budget form it now says "Robert's Steak House, Atlantic City Convention and a dollar amount." It's routine stuff but you can see where it can create issues so this may make you think twice about some of the stuff you do because it's going to be

right on your website when your budget is adopted for everyone to see. Some of the other minor issues, I believe you've already been made aware of this, the credit cards, right now there is no direct authorization to use credit cards from the State, so what they have is these purchasing card programs but within the purchasing card regulations, it specifically says "this is NOT authorization to use credit cards" yet they don't have anything that specifically says you can't use credit cards but on the legislation that talks about these programs and purchasing cards that are issued by your Visa and Mastercard, they specifically say this does not authorize credit cards. You guys have already cancelled your credit cards. They also specifically do say that debit cards are specifically not allowed. Another minor thing we came across was the compensated absences, it had to do with the dollar amount of the sick and vacation days you have where somebody has eight days and they get paid ten dollars a day and it's eighty dollars we have some minor variances in that calculation; we actually have to book that as a liability in the Audit Report, it's a non - cash liability, they just want to have that out there. Obviously, the health care deductions, we talked the insurance opt out, we had talked about it at the last meeting and that has been corrected. The same thing with the bonds; the bond and coupon CD, we had talked about that last time too. Those were the only minor items that we came across. The third finding was the health insurance opt - out issue. Dr. Buza, since you weren't here for the last meeting I was at, I will give you a quick summary of what that was about. The health insurance opt - out that you offer which the State actually wants you to do because they want people out of the system, you pay them \$5,000.00; there's a whole calculation you have to do, at 25% of the savings to the Authority not just the cost of the premium but you have to calculate how much the employee would have contributed if they did have insurance and then 25% of that not more than \$5,000.00. This is a benefit you can give to get people out of the health insurance system. However, this is a taxable benefit; both the IRS and the State of New Jersey say this is taxable and needs to be included on the W-2's. When you instituted this program in 2013, it was being paid out through accounts payable not through payroll. So what we had to do was for the two employees, there were only two employees who took the opt - out, we had to go back and amend their 2014 W-2's, amend the 2014 tax returns and we helped them file amending returns and that has been taken care of for 2014. It was just a matter of putting this on their W-2's so you can report it to the federal and state government so they can get their taxes out of it. The one thing that still needs to be done and we were waiting until April 16, is we have to go back and amend the 2013 tax returns. With that, the employees will also have to amend their 2013 personal returns and we had discussed this with the Board they had made the decision that because this was an error that

happened as part of the Authority they, the Authority, would bear the cost of having us go in and amend the personal returns. It will be minimal and it's not like it's anything complicated, it's just a matter of increasing wages, increasing the amount of taxes due. Again, the Board did say they would pay for that minimal amount just so there wasn't a burden on the employees. This has been corrected already going forward; as soon as we came across it Mrs. Struening contacted the payroll company, it's already being paid out quarterly through the payroll company and this won't be an issue going forward. The other issue we did have with the health care reimbursement was we had some discrepancies when we were calculating the amount of the reimbursement the employees have to do with the new health care laws that came in. Every time your health care premium changes you have to recalculate this because it's based on the premium. What we found was last year when the January premium came in the calculation was not re-run. So for a time period the employees weren't deducting at the little bit of a higher rate. I can tell you that Mrs. Struening immediately made the change and has already instituted the back deduction to get the couple dollars back from the employees for the 2015 year. Something to remember though is anytime that somebody has a wage increase, they change their health status or if your premiums go up, you do have to run this calculation and change it going forward. All in all, I do have to say that it was a very easy audit; whenever we come in we say we hope it's going to be easy and then we find so many bodies in the closet but with Mrs. Struening in the finance office, the general ledger is in remarkably good condition. It was nothing but a pleasure being here and we had no issues at all. Usually when we come in as a change in auditors, we do things differently, all auditors do things differently, we didn't have any problem or any kick back or anything. It was a nice, easy audit that went fairly quickly and obviously we did come across a few things because we look at different things than the previous auditor did so we're always bound to find something that they didn't. Everyone was pleasant to work with no one had any issues with any findings we came across and they did implement changes right away. That being said you do have to officially approve a Corrective Action Plan within 45 days and I have sent a template to Mr. Miller, Ms. Nicaretta and Mrs. Struening, and what they will do is put together the Corrective Action Plan and then at your next Board meeting you just have to approve it and submit it to the State and that will conclude everything. I will make sure you all get the entire Exit Conference Report which includes all the minor items that weren't in the audit reports; I'll gladly come back to discuss in detail any of these minor items that I briefly mentioned. Does anyone have any questions?

Mr. Kinsella – It seems to me the Findings are minimal.

Mr. Kiel – Yes, there isn't anything significant in there. Even the payroll one for the health care, its \$5,000.00 reportable, a couple of dollars in taxes, it's very minimal and it was a very clean audit.

Mr. Kendzulak, Jr. – I was at the Exit Conference and Mr. Kiel went through all of this in detail and for the most part everything you brought up has been addressed at this point. Corrective measures have been taken, things we didn't do to the T like we should have, we haven't needed to do that again at this point but when we do those things we'll be ready to go. Everyone is on board here and I want to commend Mr. Kiel, Mrs. Struening, Ms. Nicaretta and Mr. Miller and Mrs. Phipps also for getting through this stuff.

Mr. Kiel – The other thing I'd like to point out since you are pretty active in the finances of Authority, I didn't go over the numbers in detail but I will say that the results of the operations was pretty much right on budget. You planned on using some of your net position to fund yourself so there was a loss this year but that was planned for in the budget. Each year that loss is supposed to go down, and by your 2016 FY that's when we project we'll be able to replenish some of that money that we loss from the General Fund.

Mr. Kinsella – Any comments from the Commissioner's?

Dr. Dougherty made a motion to approve Resolution #2015 - 25, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Dr. Dougherty	-	Yes
	Mr. Kendzulak, Jr.	-	Yes
	Chairman Kinsella	-	Yes
	Mr. Tully	-	Yes

Resolution #2015 - 26      Acceptance of Bid and Award of Contract to DeMaio Electrical Company, Inc. Main Treatment Plant Motor Control Center Replacement  
(Contract = \$1,048,000.00)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2015 - 26, Mr. Tully seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Dr. Dougherty	-	Yes
	Mr. Kendzulak, Jr.	-	Yes
	Chairman Kinsella	-	Yes
	Mr. Tully	-	Yes

Resolution #2015 - 27      Approval of Emergency Lateral Repairs Block 72.21  
Lot 4.13 (Cost of repairs \$3,700.00)

Dr. Dougherty made a motion to approve Resolution #2015 - 27,      Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Dr. Dougherty	-	Yes
	Mr. Kendzulak, Jr.	-	Yes
	Chairman Kinsella	-	Yes
	Mr. Tully	-	Yes

6.      **Approval of Minutes:**      Minutes of March 19, 2015

Mr. Tully made a motion to approve the minutes from the March 19, 2015 meeting. Mr. Kendzulak, Jr. seconded the motion. All were in favor.

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

Mr. Kendzulak, Jr. - The bills totaled \$539,140.74. I went through the bills and all looks to be in order. One large payment is the payment to the Joint Insurance Fund; this is our second payment to the tune of \$97,000.00 and change. We are at 40.3% this is pretty much on line with what we expended last year at this time. We're a third of the way through the year and we're kind of on budget and I feel comfortable with this number that we are looking at. One of the other things I'd like to point out is on the last page we pulled another \$100,000.00 out of our CD because we had a bit of a cash flow issue, there were three payroll payments due this month and we had a payment to the State for PERS. Our cash flow position has gotten a little worse but hopefully that's short term, Mrs. Crown has sent bills out that will help us replenish some of that. Flemington Borough paid about \$57,000.00 that we received.

Dr. Dougherty - I see a lot of the accounts are with TD Bank; can't we negotiate that they don't charge us for deposits?

Mr. Miller - That's where we stand right now.



Dr. Dougherty made a motion to approve the payment of bills. Mr. Tully seconded the motion.

Roll call vote:	Dr. Buza	-	Yes
	Dr. Dougherty	-	Yes
	Mr. Kendzulak, Jr.	-	Yes
	Chairman Kinsella	-	Yes
	Mr. Tully	-	Yes

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. Tully seconded the motion. All were in favor.

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
WORK SESSION MINUTES

APPROVED

April 16, 2015

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

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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:**
    - a) Nancy Wohlleb, PE of Hatch Mott MacDonald (HMM) to Board of Commissioner's regarding Hunterdon Central Regional High School 30 Yard Line Flemington Sewer

Mrs. Wohlleb – Obviously I just returned from my leave, in my effort to get up to speed on the projects I was brought up to speed on the high school project and I thought it was prudent to update the Board as to where that project stands and what has transpired, particularly in the last month or so. I know Mr. Kocsik had discussed some of the results from different meetings with high school personnel and I think Mr. Diehl from Flemington Borough was there as well. Basically, my letter discusses the fact that at one point when the project was going to be funded really by the high school and the contractor they would hire and the bidding process they would follow for the turf field project, the RTMUA would provide the high school with bid documents so the high school could bid the sewer work part of that project. Apparently the high school is no longer interested in doing that so as a result Mr. Miller had authorized HMM, with only a few days before the deadline, to go ahead and submit an application to the Environmental Infrastructure Trust so that there was a means to fund this project. The push to do it apparently is that the high school would like this project to take place obviously in advance of their turf field improvement but what has really changed since we were first made aware of it is the fact that we were originally looking at rehabilitating this line, the project has now changed from rehabilitation to relocating the sewer outside of the football field area. In order to do that some coordination does have to happen with the construction of the turf field and the high school facilities anyway. Some of the sewer work would involve disturbance to bleachers and some of the area around the field so that has to be coordinated and from what I understand of the meetings Mr. Watts has to draft up some sort of inter-local agency agreement. Mr. Watts is still working on that and he told me that it may not be for a couple of months between this Board and the School Board formally adopting it, approving it, people reviewing it but the concern is if we wanted to keep on the school's time table we have this inter-local agreement that has to come into play, we also have the Environmental Infrastructure Trust

process which takes the better part of a year and sometimes more. We've asked the State, who has identified who the reviewer is, if there is anything to expedite their review and approval of this project which would be in the best interest of the school and the Authority. I'm not sure where that's going to go but basically my letter does is provides a synopsis of where we are at with the Trust Loan, the inter-local agency agreement and my concern about the time line is if the Trust sort of takes its time; an example is the Motor Control Center project, that took two years to get through the funding process for no special reason other than the fact that's just how the State rolls. If we fell into that situation with this project I felt we should make the school aware of that so they are not surprised if that is the case. Also, I think whatever we can do on our end to expedite but there's also, I thought it might make sense to have the Authority's bond counsel try to intervene and see what can be done to expedite even things that are outside of preparation of engineering plans and the construction end of it; the loan paperwork and the loan process.

Dr. Dougherty – The only problem I have with this is, again, it's the tail wagging the dog. They bring us in at the last minute, they put us under the gun, and they originally wanted this project done by this month. We were never involved in their approach before, then they switch it in the middle, now they are going to take the sewer line all the way around and that is going to put a burden on the rate payers of this community. That area is serving the entire area including Readington and the other sending districts. They have a heck of a lot more money in their reserve account because they can do it because they are a public school. Why can't they foot the bill and then if we can get reimbursed, then we can pay them back? That's what I thought was happening. So now that's not happening?

Mr. Tully – Now we are paying for it.

Dr. Dougherty – How can we pay for it when we just borrowed \$100,000.00 from our reserve account just to keep our budget going?

Mr. Miller – We had no cash at the time and that was the problem, we were going to try to pay for it with cash; it's a \$300,000.00 project. Twenty – eight percent of that will be paid for by Flemington.

Dr. Dougherty – The school is an entire three or so communities so we are not dividing it fairly.

Mr. Miller - The way it goes now, if rehabilitate that line, which is a \$300,000.00 plus project, plus everything else on top of it makes it a \$400,000.00 project by the time we're through, this will be cheaper to go around, that's one reason we decided to go around. Two is we don't have to play games with them, where they say "we are number one, you have to be finished on this date, two is the field and number three is the track and if it's not done on time, the world is

going to blow up and we won't be able to have football in the fall. That was the thing they were worried about. They might not even do the field this summer; the new business administrator is backing off so we might be able to do this whole thing for cash and Flemington's picking up twenty – eight percent of it all.

Dr. Dougherty – But the timeline, the pressure and the burden it puts on this Authority which has limited reserve funds; because we have given the entire community funds from our rate payers in the past to the tune of \$1,000,000.00. Think about it; it's payback time. Is there any way we can re-negotiate the deal and borrow the money from them until we get reimbursed?

Mr. Kendzulak, Jr. – That's a good point, I don't know how you think we are going to pay in cash. I don't know with the new plan; I heard around \$300,000.00 to rehabilitate it but now by going around the field it's going to be less money?

Mrs. Wohlleb – Right, the one thing that my letter also speaks to is your incurring engineering and extra time from HMM MacDonald plus you'll have to get your bond counsel involved and Watts Tice & Skowronek involved so there's also soft costs associated with the project just to get the project through funding. This is one of the jobs where there used to be a rule of thumb on what made sense to go to the Trust for, like for a million dollar plus project then it makes real sense to go to the Trust. When you are under a million dollars, the ratio doesn't work. You still have to do an enormous amount of planning in responding to the environmental comments and as I mention in my letter last time when we wanted to do the operations building and this current project is right next to it so I can't imagine they won't do the same and we'll have to wait and see but you'll get hit with doing the \$5,000.00 geological study. What I tried to lay out here is, this is where we are at with this project. If we want to go forward and continue with the Trust for this program; and I presented what my firm's estimate is to move forward and you'll have to do easement descriptions and everything else listed in here but my real concern is that even if we get all that, the recent track record of DEP and EIT is that they just keep coming at you with "make these changes to these spec documents etc." and it just keeps going and it costs you more.

Mr. Kendzulak, Jr. – Just to finish my thought here, it's not an urgent matter anymore because it's in everyone's best interest not to have the location of this sewer through the football field. So whether the school decides to go and redo the football field and the TV inspections that were done did say it's not ready to fail. It's been like that for who knows how long and there aren't holes and pipes breaking. We understand that. To be in a position where we have to get it done this December; well why can't we get it done December of 2016? It gives us time to plan. Now, Mr. Miller is making a comment that the school might not even be doing the football field this year. Where Mrs. Wohlleb is coming from with the

NJEIT, it may not be the appropriate financing mechanism to deal with this thing. I think at this point, it's not urgent anymore; it doesn't have to be done right away any more because the school is going to do their football field and we need to keep it in alignment with them. So right there we can take a step back.

Dr. Dougherty – We have no representation to the School Board. So they operate in a vacuum and then come to us and expect us to bail them out. I've been here long enough to know they put that football field on top of the line, we didn't put the line under their field, they put it on top of our line. They moved the field to there and now we are cleaning up their mess. That field represents five towns, it doesn't represent the few rate payers compared to the entire community that are going to be picking up the tab and possibly putting at risk our fiduciary responsibilities.

Mr. Kendzulak, Jr. – Maybe that's the leverage we have here with this thing is we just don't have the funding to do it. Maybe if everyone ends up throwing in something, maybe that's how it ends up at the end, that Flemington pays something, we pay something, the school pays something and so on.

Dr. Dougherty – Okay, same scenario but another way; we will do all of our due diligence, we'll do all of our engineering and what we have to do. We'll apply for the money and when we get granted the money, then we'll move forward with the project. If they can't wait then we say "you lend us the money until we get reimbursed." Why can't we negotiate?

Mr. Kendzulak, Jr. – At this point, there's no urgency to get it done. At this point, I would just pull back, take our foot off of the gas, yes, there's an alternative, we will look at it but we don't have the money to do it now and just let it go.

Mr. Miller – There is a caveat though, the line runs from straight down the field to the 30 yard line and makes a right hand turn. We couldn't inspect beyond the goal post because they drove the goal post into our line and broke it.

Mr. Kendzulak, Jr. – We talked about that with Mr. Kocsik but he didn't seem to be too concerned about that issue.

Mr. Tully – No, he wasn't concerned.

Mr. Miller – But if that line backs up, it backs up everything southeast of the railroad line in Flemington and that's going to be really embarrassing on Thanksgiving Day when we're out there with a backhoe.

Mr. Kendzulak, Jr. – How long has this condition existed? Mr. Miller, you are bringing this up now here and raising a flag that it's got to be done immediately?

Mr. Miller – No, it doesn't.

Mr. Kinsella – We're going outside the track now?

Mrs. Wohlleb – Yes, outside the track...

(many people speaking at one time for several minutes)

Mrs. Wohlleb - ...that's where Mr. Watts comes in, with the inter-local agreement; we are supposed to be focused on the sewer, the restoration of the bleachers and everything else; that agreement is going to spell all that out; whose responsible for what, deal with the easement issues etc.

Mr. Kinsella – They were willing to fund that earlier, correct?

Mrs. Wohlleb – Apparently they were.

Mr. Miller – Yes they were.

Mr. Kinsella – So now they are not willing to fund it?

Mr. Miller – No, they didn't say that.

(many people speaking at one time)

Dr. Dougherty – First of all, we don't have an agreement so we don't know what we're getting into. When the agreement is presented by our attorney and we can look at it and then we can see.

Mr. Kendzulak, Jr. – There is no way this is going to be done by December.

Dr. Dougherty – The thing is, I think we are showing a positive spirit to assist them, but we are also showing a responsibility to why we are sitting here, for the rate payers. We can't just take our money and say "okay, we are going to help you right away" especially since it's not an emergency situation. They decided for some reason that they needed a new field now.

Mrs. Wohlleb – That's why I wanted to present as much as I knew and as much as I thought it would take if we went down the path of the EIT. We haven't received any comments yet and we haven't done any work except what was done to submit this application; I'm looking for direction at this point.

Mr. Kendzulak, Jr. – Who is speaking to the school now?

Mr. Miller – Mr. Watts; it was Mr. Kocsik, Mr. Watts and myself and we sat down with them and talked about it.

Mr. Kendzulak, Jr. – Well, how was it left?

Mr. Miller – They were going to get the agreement going.

Mr. Kendzulak, Jr. – This is my opinion; pull the plug on this thing right now, tell them we don't have the funding in place, we are going to hold off on this thing until we find out what's going on.

Mr. Miller – What if they are willing to fund it?

Mr. Kendzulak, Jr. – If they are willing to fund it then that's a different story.

(many people speaking at one time)

Mr. Kendzulak, Jr. – It sounds like maybe the NJEIT isn't the appropriate way to fund it.

Mr. Kinsella – We were looking for interim funding?

Mrs. Wohlleb – That was a possibility, to not wait until next May's closing; you could close the gap between that time frame. You could bridge from between when you bid to until the regular loans close.

(many people speaking at one time for several minutes)

Mr. Kinsella – Ten years ago they redid the football field, state of the art, best football field in the County, in northern New Jersey; ten years ago, only ten years ago. Do you know how many schools play on twenty or thirty year old fields?

Mr. Kendzulak, Jr. – I say for the time being we pull the plug and the earliest that we can do this would be December of 2016. We'll see where we are and Mrs. Wohlleb, I'll just say this, in my opinion, this is something that we maybe just ought to get a couple other engineering proposals to go through and look at this thing, if it's going to be on our dime.

Mr. Kinsella – Is Mr. Watts going full bore on this agreement?

Mr. Miller – No.

Mrs. Wohlleb – He knew he had to work on it; I met with Mr. Watts last Tuesday and he said he had done some work on it but he hadn't finalized it.

Mr. Kendzulak, Jr. – This is nowhere near being doable by December of this year.

Mr. Kinsella – Is Mr. Watts working with their attorney on this, have they had discussion on this?

Mrs. Wohlleb – He is supposed to be working with their attorney, I don't know whether he's actually had contact with their attorney.

Mr. Miller – Their attitude about attorneys is they negotiate as far as they can, then they bring in the attorney because they don't want to pay to have them come in. They talk to their Board and they come up with an idea and they say, like with the funding, "we'll pay back over three years" and they had no problem with that.

Mrs. Wohlleb – Since we made this application and if the Trust starts sending me stuff, do this and do that; I shouldn't do anything? Should I advise them we are pulling out of the loan program?

Mr. Kendzulak, Jr. – If the goal right now is to look for special dispensation from the Trust to try to get it so we can do it by this December then I say just pull the plug.

Mr. Kinsella – Right, we're wasting money. Is the interim financing a whole other process?

Mrs. Wohlleb – From a technical stand point, I have to do the same thing whether I'm in interim financing or not. Where it makes difference is more on the non – engineering, the actual loan paperwork itself. More of where your bond

counsel gets involved. That's really the difference between interim and regular financing. With interim financing, essentially you are taking left over money from the current State fiscal year and you are able to apply it to these projects that have to get going, entities that have made the request, the idea is that loan will get folded in. Right now the Trust only closes once a year in May.

Mr. Miller – What if we go to the school business agent and we say we are pulling out because we can't get the money quickly enough and they say that they'll be glad to finance it?

Mr. Kendzulak, Jr. – Well, then we listen. If they say "hey, we're interested and we want to get this thing done now" and they will pick up the tab, then go for it. We just don't have the financial resources to do it right now.

Mrs. Wohlleb – If they pick up the tab then we won't be going to the Trust. Just one thing though, we had an authorization to do the work, if we were not involved with the Trust and say the scenario is the school is going to pick up the tab, would we still continue with the design at that point?

Mr. Miller – Well, it's between you folks and Edwards Engineering, right now.

Mrs. Wohlleb – Edwards is the school's engineer for the turf field rehabilitation. Even forgetting the funding, we had been authorized by the Authority to prepare originally what was a rehabilitation contract but the documents that we have, I think we have already expended about \$12,000.00 to basically...

Dr. Dougherty - ...Mr. Chairman, would it behoove us to be shovel ready so we have that option, where we have the design and everything done?

Mr. Kendzulak, Jr. – My suggestion is, if they know what they want to do, have Edwards do it and have Hatch Mott MacDonald (HMM) review it like they do with any other private entity. Like if Beazer Homes is doing something, they design it and HMM reviews it.

Mr. Tully – It should be their contractor.

Mrs. Wohlleb – They would need to then prepare the TWA; we could review it.

Mr. Tully – I would do that.

Dr. Dougherty – Can you handle that Mrs. Wohlleb?

Mrs. Wohlleb – Yes, because it would be treated like a developer.

Mr. Miller – Speaking of outside applications and developers, if I can change a little bit; I got a call from Dave Woolf of Hovnanian Homes they are looking at the 75 acres that is behind the Case Boulevard school, it goes out to Case Boulevard and down to Voorhees Corner Road.

Mr. Kinsella – Behind the Assembly of God and all those fields?

Mr. Tully – Behind Bronze Powder?



Mr. Miller – Yes. I said okay, how many houses; 700 or 800 houses? He said "I don't know, not that many".

(many people speaking at one time)

Mr. Miller – Part of that and I don't know if everyone is aware of it, but yes, Creekside at Hunterdon, Pulte Homes, it has the capacity but as Mrs. Wohlleb and Mr. Kocsik said but do they have the carrying capacity? Everything in Raritan Township except from the middle of the Fairgrounds north comes down that line. It's a twenty – four inch line.

Mr. Kendzulak, Jr. – So you are worried about the conveyance of the trunk line?

Mrs. Wohlleb – One last thing before we jump into that, let's go back and finish our discussion on the high school. Will Mr. Miller be tasked with getting back to the high school or will Mr. Watts?

Mr. Kendzulak, Jr. – I think it's appropriate from our perspective whether it be our attorney or our Executive Director to reach out to the high school and let them know that this is where we are here and we don't have the financial wherewithal to do this. If they want to do it, fine; but the sky isn't falling any more.

Mrs. Wohlleb – We can go to Mr. Miller's topic now that we are done talking about the high school, in my Engineer's report, under Developer Projects, a couple of things have started to happen. (Mrs. Wohlleb refers to a map on the easel) We have two projects that are getting to be related to each other. One is Creekside at Hunterdon which was what we were calling the Linque project. For the sake of our new commissioner, this is our Main Treatment Plant here right by Three Bridges. Here is our main forty – two inch interceptor on the Readington side of the Raritan River. We have nicknames for some of our lines; we call this line the Lipton Tea line, based on the original use of this property here. This is a thirty inch sewer line which takes the northern end of the Township; the Medical Center, Minneakoning Road, up Route 31 towards the Stop and Shop, that whole area of town which makes its way to this interceptor. This here is a section of twenty – four inch pipe known as the main stem of the Bushkill Interceptor named for the Bushkill Creek. This twenty – four inch section then breaks off to the north stem and the south stem of the Bushkill, these are eighteen inch lines in here; sometimes this is also called the Route 202 Collector. This line, this, this and this were the original collection system that was built by Bohren & Bohren, Bogart and Van Cleef in the early 1960's, early '70's when the Authority really came into being and the system went on line. The situation that we have is, we have Route 202 here and here's Case Boulevard, this here is the Pulte Homes Creekside at Hunterdon and this is the Ridge Road area in here. There's an application that the Board had received almost ten years ago for a subdivision right along Case Boulevard here for Baldacchino, the property owner. This

developer went through a fairly long approval process to build a pressure sewer rather than a connection by gravity. The individual homeowners' would actually have a pump connection into a common force main in which that force main conveys sewage to the nearest gravity line where it can then make its way to the treatment plant. This developer had approval to build this low pressure sewer, connect to some sewer that is up here on Route 202. Part of the condition of that approval was also to extend that sewer to serve a group of homes here on Ridge Road that are in the sewer service area (SSA) but never had sewer service; they are all on septic systems. The developer sat dormant for a good eight years; towards the end of last year he wanted to jump back in and start to construct his project. He had older plans so he needed a new set of plans that he submitted for review and he finally got all of his permits secured and he has started to do some clearing work and he had a Township pre-construction meeting. In the meantime, this large tract of land here, Pulte homes has had their engineer, Maser Consulting submit engineering plans to HMM to review. In my absence, the staff had reviewed these plans and had quite a bit of comments both on the proposed sewer layout within the development and means of connecting into this interceptor. The issue here is that, by now bringing sewers which never existed up Case Boulevard there would be a sewer that would actually extend along Case Boulevard and get pretty close to Ridge Road here. From an engineering standpoint there was a thought that said "maybe it makes sense that Baldacchino, instead of putting in a pump connection would actually be able to tie homes in by gravity". Many years ago, when Baldacchino came in, in order to get his TWA Permit from the State his engineer had to write a justification for why he was building a pump connection instead of gravity. My predecessor, Mr. Jim Coe, asked the engineer to prepare a little report, the engineer for the developer prepared it, Mr. Coe thought it was acceptable, the State thought it was acceptable that the developer was justified in building a pressure sewer, not knowing this development would happen, and running a sewer extension all the way down here by gravity through rock was just not a practical option and the more viable option was to pump into here. Since he never got his project off the ground, it is now 2015, we know this other development is happening at some point, however, based on the review that my office did as well as discussing with Mr. Watts and Mr. Miller, the thought was at least, Baldacchino the developer should be made aware that this project is happening and that there is an option for gravity sewer. To my knowledge this Authority has never participated in a project where they've extended sewers for existing homes. Most of the sewer extensions that have occurred are off of these branch lines that were built as part of the original system and were done by developer activity. The intent would not be to have the Authority extend the sewers for the benefit of these homes on septic, that would be the responsibility of the homeowner and I believe that would

be the case whether this is going to be a pressure sewer or whether it's going to be a gravity sewer. The question is, would this developer, knowing he has all these approvals in place, would he then put the skids on his project, go back and get another TWA, wait for new approvals to build a gravity sewer knowing that at some point these homes could be tied in and connect to RTMUA sewer through here. Mr. Watts has suggested that I bring this up to the Board just to see if we could get some guidance as to what to broach with the developer. Mr. Watts at this point felt that we really can't force Baldacchino to change what he planned on doing, he's got the approvals to do it and he's got a State permit to do it but from an engineering standpoint it makes sense but that may not be enough to force a developer to do this. That's one piece of this two part developer issue. The other piece actually ties to this project and to a study that Mr. Coe had done in 1995. Mr. Coe had looked at the capacity of these lines, the main stem of the Bushkill Interceptor, this stem and this stem and in 1995 he had come to the conclusion that if all the development that was thought to occur back in 1995 occurred and all those connections were made you would have capacity issues particularly in this twenty – four inch line and in a section of this eighteen inch line here. That study was done in 1995 and has sat on the shelf now for twenty years; that study when I reviewed it hasn't accounted for this project and at this point because of the configuration of the sewers, and this map shows it better (Mrs. Wohlleb refers to a second map), this sewer interceptor here takes the flow from Pump Station 1, it takes all of the flow from Woodside Farms, Sun Ridge, Concord Ridge, Flemington South, and now everything of this side of the Authority's system which feeds Pump Station 1 makes its way to this eighteen inch line; the capacity of this line hasn't been looked at in twenty years and you now have a very large development going in and really, the way the developer is proposing to connect, he wants to connect into two or three different locations all of which are heavily into wetlands areas.

Mr. Kinsella – Does he have to cross the creek?

Mrs. Wohlleb – Yes, he has to cross the creek and the wetlands to do it in several locations. Maybe he can do it differently and minimize those crossings and we're not so sure we want him poking into our sewers at three or four different locations but what the developer may have to be faced with is actually not tying into the eighteen inch and actually paralleling a line right before this river crossing. One of the things of note with this sewer is that pipe capacity in engineering terms involves several factors; the diameter of the pipe, pipe material and pipe slope. The slope becomes very steep as it crosses the river even though the pipe diameter stays the same, the capacity greatly increases. The Killiam study from 1995 indicates that this part of the sewer is not of concern for capacity; it's this upstream segment here and some of the piping into here.

Mr. Kendzulak, Jr. – Can they tie in that far down?

Mrs. Wohlleb – Yes, they can tie in that far down. What I wanted to bring up with the Board is I think it's appropriate to revisit this pipe and the capacity of the pipe and the thought was that since the developer is coming in there is one of two scenarios; we've done this in the past where we've asked developers coming in with a project to have their engineer do an analysis and we would review it. The other option is to say since we have the data we would do the analysis but rather than have the Board incur the cost, since the developer has deposited escrow, the analysis would be charged to them.

Dr. Dougherty – You say that there are eighteen inch pipes here; and it's all going to come down to this right here and this is a twenty – four inch pipe?

Mrs. Wohlleb and Mr. Tully – That's a thirty inch pipe.

Dr. Dougherty – This study is from 1995; all of this has been developed now, you know that; plus across the street here, that all comes into there. Plus all of the expansion they're doing at the hospital. Do you realize how much they've done there? Have you seen what's coming up? There's a lot. So what's the maximum capacity when you get to this right there?

Mr. Kendzulak, Jr. – Lipton isn't dumping into there anymore though.

Mrs. Wohlleb – That's why this line was sized at thirty inch. This is the line we TV'd before I went on leave we had a pretty good feeling while there is some miscellaneous repairs that have to happen, this line is in pretty good shape. For the benefit of our new commissioner, in 2010 we realized that these lines were getting to be close to forty years old at that point and we needed to do internal inspections. We did a project where we lined a significant portion of this sewer made out of concrete, the concrete had deteriorated due from hydrogen sulfite corrosion so we installed a liner to protect what's left of the concrete and really as time allows, the Authority's staff with their TV equipment in addition to getting out to TV the lines, they maintain these easements so that they can do ongoing inspections. It is difficult to get back here and you can only get back here during certain times, gravity sewers are always close to the stream where it's the wettest. From a logistical standpoint to get back here and TV there's a limited time period but so far the Authority staff has done this line and there isn't nearly the level of deterioration here. This line, and Mr. Kendzulak, Jr. is correct, when this was built it was built specifically because of Lipton Tea coming in. But since that discharge isn't coming in, this line is in much better shape for capacity.

Mr. Kinsella – So the bottom trunk line, the eighteen inch, along this Route 202 line, that picks up from Johanna Foods too, correct?

Mrs. Wohlleb – Yes.

Mr. Kinsella – Everything south comes through that line, everything?

Many affirmatives.

Mr. Kinsella – So if Johanna expands, and now you have 300 units being built here, are you saying there's a problem with that capacity of that line?

Mrs. Wohlleb – I'm saying I have a concern about it. In 1995, based on the development that was anticipated and the flows that were happening then, there was a concern, I can't imagine that it's going to get better.

Mr. Kinsella – So say you're a developer and you buy this property and you're going to develop this property with 300 units, with the assumption that you can get rid of everything. What happens when this thing doesn't work? Is it on the Township or us or what?

Mrs. Wohlleb – Most likely everybody would get pulled in. When this was conceptualized and the capacity was being negotiated for this tract of land, we put a letter out that said "when you get to a point where you are starting to lay out sewers, there is capacity issue". There was another engineer involved and it was a different developer but we sent them a copy of the Bushkill Interceptor Study and said "you are going to have to facilitate an analysis, either through us or your own engineer who would have to submit." We did put it out there very early.

Mr. Kendzulak, Jr. – So Linque knew about it; Linque knew we said "we're giving you capacity but by the way you have to check that there is capacity to convey it".

Mrs. Wohlleb – Maybe they are just talking about paralleling a line and maybe to them, to Pulte Homes it's not a big deal. It's sort of speaking to this larger issue where we sort of keep hitting these slamming walls. There has been work done in the past, this issue of capacity that's come up, there are some study's that need to be dusted off at this point and I think this is one of them. There's some work that was done as part of the Wastewater Management Planning (WMP) process when we were working with the County that could facilitate looking at what the proposed development would be and what the existing development is but you're really talking about, since 1995, what's changed? More importantly, the metering, what are we flowing at now in wet and dry weather? Are you meeting your obligation under the NJPDES rules; in dry weather you shouldn't be exceeding eighty percent of your pipe capacity and in wet weather you shouldn't be charging at an overflow. I couldn't give you that answer though I know we're not doing overflow because you would have been notified. Whether or not in dry weather you're at eighty percent, I don't know because we don't have flow data.

Mr. Kendzulak, Jr. – Shouldn't that be relatively easy to determine? When Mr. Coe did his study in 1995, he assumed future development and growth in the Township. So if he assumed x number of units developed EDUs that we would be at in 2015 back in 1995 and you go through and you look at it and find out that we're at  $x - y$  or  $x + y$ , and you knew what it is, I think it should be relatively easy.

Mrs. Wohlleb – The only thing is the report lists total units and total flow; it doesn't give me by parcel. So I can't trace the flow back to a development.

Mr. Kendzulak, Jr. – Say that again please.

Mrs. Wohlleb – In that report I have a table in that report that just says “so many gallons per day based on so many units and so much square feet of commercial development”; not block 1 lot 1 like you would see now a days in a WMP document.

Mr. Tully – I have a question; coming out of Creekside at Hunterdon could they go down Case Boulevard with a bigger line and go across and connect directly into the thirty inch line rather than paralleling the other one? If they provided an eighteen inch line up Case Boulevard and this other development goes in by the middle school, can they gravity from there to a new line in Case Boulevard to a bigger line?

Mrs. Wohlleb – They could parallel a line, they'd have to do a river crossing but they might not even have to, to do that. If they had to parallel the line, they could just parallel the line and tie in here.

Mr. Tully – That's what I'm saying; then that confluence point wouldn't be everything anymore it would just be what it is now without the development.

Mrs. Wohlleb – The topography is such that you can gravity.

Mr. Tully – Essentially they are building another trunk line and then you would tie whatever future development into that.

Mrs. Wohlleb – The only thing I'm not sure about on their site is I don't know, the way they've designed their site, there's sort of a little ravine in here, the Affordable Housing is here and it's down so I'm not sure they would go across it unless they build their own pump station. The way they wanted to run these lines, they wanted to run them not in the proposed roads, they wanted to run them in back yards and it was very haphazardly laid out. If the Authority is eventually going to own, it's not ideal for us and if we can avoid owning another pump station that would be ideal. We will take the position that the developer needs to make the connection he needs to, to connect the number of units. So if he has to build a parallel line, then that's what he has to do to connect.

Mr. Kinsella – We never made a statement to them saying “you can hook up to us and it's not an issue.”

Mrs. Wohlleb – No, we didn't.

Mr. Tully – They are responsible for the downstream capacity problem too if there's an issue at that crossing?

Mrs. Wohlleb – If they tip the bucket. Then they are definitely responsible. It's a little bit of a grey area if it's just the fact that this is the way the line is. We did tell them that there's an issue that needs to be looked at and we put them on notice that whether they have to do the study and we review it or we do the study and they pay for it.

Mr. Tully – I would prefer that option.

Mr. Kendzulak, Jr. – I prefer that too. If they know they can tie in at that steep section, let's say the manhole closest to the river, if they can tie in down at

that area, they can say we demonstrated there is sufficient capacity in that segment of the line and we're done. It sounds like that may very well be doable for them just knowing where that site is and by the time it comes down Case Boulevard / Pennsylvania Avenue, is the corner of their property and just shoot across the Bushkill at that point.

Mrs. Wohlleb – Right, but in order to prove to me that that there is capacity they would have to at least demonstrate metering and some kind of analysis that goes into it then just computing the capacity of the line.

Mr. Tully – They would have to evaluate at the point where it ties in.

Mrs. Wohlleb – How much proposed flow is coming in. They would still have to do something. Either way, we have this pretty substantial review letter that we haven't sent to the developer yet; I want to get some feeling from the Board if we scheduled a meeting with the engineer and possibly Pulte Homes, that we propose a study be done either by them and we review it or we do it and they pay for it. That needs to be looked at because, again, it all comes down to signing off on a Treatment Works Approval that we have capacity not only for the flow but for the conveyance also.

Mr. Kinsella – Are they aware of this right now?

Mrs. Wohlleb – I think they need to be reminded because they have a new engineer and now it's Pulte not the prior developer.

Mr. Kinsella – Are they aware that there could be a potential issue here?

Mrs. Wohlleb – Not yet.

Mr. Tully – If they did their due diligence but we should let them know before they go to Planning Board.

Mr. Kinsella – They got their approval already didn't they?

Mr. Tully – No, they didn't.

Mrs. Wohlleb – That was the general development agreement which we thought was twenty years out but now this thing came up and now there's this issue with their own connection but now with Baldacchino. Mr. Miller, did you have any contact with Mr. Baldacchino at all?

Mr. Miller – Yes, I told him there's going to be possible connection directly across the road and that he might want to think about gravity and he said "oh" and that's all he said.

Mrs. Wohlleb – He wants to sell his lots, then the thought is let him put his pressure sewer in but don't build the pressure sewer extension up to here, I think there's a resolution or an arrangement for these homeowner's. His original approval was to build a pressure sewer into Ridge Road for the eighteen homes and they have participation for that sewer. Again, the Authority is not paying for that sewer, the developer is, but apparently the developer has some kind of agreement that if within ten years they connect, they pay their portion.

Mr. Kinsella – What if your septic is failing or if you're below septic that's failing and it's coming at you; who wants to wait? It's got to be a hard dig there.

Mrs. Wohlleb – It is, it's all rock; around 2007 he did put a section in and he has a pretty tight shelf between Case Boulevard and his site. That was part of the reason; this is all rock so that's the reason for pressure sewer. In any event, I want to get a feeling from the Board; I'd like to have a meeting with Pulte and their engineer to go over our comments but also talk about this capacity issue and then with Baldacchino, if we let him know the option exists.

Mr. Kendzulak, Jr. – Has Pulte submitted at all to the Planning Board?

Mrs. Wohlleb – I don't know but Ms. Nicaretta did forward the items they sent to the Authority to me and they've posted escrow.

Mr. Kendzulak, Jr. – Ms. Nicaretta, when that comes to you, does it come from the Planning Board?

Ms. Nicaretta – No, it comes from the developer and then I forward it to HMM.

Mr. Kendzulak, Jr. – Where is this in the Township with the Planning Board Mr. Miller?

Mr. Miller – I have no idea.

(many people speaking at one time for several minutes)

Mr. Kinsella – Anything else Mrs. Wohlleb?

Mrs. Wohlleb – Just the 1<sup>st</sup> Quarter Capacity Evaluation in the Discussion Section of the meeting.

**3. Unfinished Business:**

None

**4. New Business:**

None

**5. Professional Reports:**

a) Attorney - none

b) Engineer - ok



**6. RTMUA Reports:**

- a) Administrative Report - ok
- b) Operations Report
  - 1. Chief Operator's Report – ok
    - i) Overtime Recap - ok
    - ii) Septage / Greywater Recap – ok

Mr. LaFerla – Just one thing, one of my line crew is retiring, Joe Mazza. He will retire September 30, 2015. Mr. Mazza is the one who basically runs the camera, the GIS, the Granite XP and I'd like to start the process of filling his position so whoever is going to get it can get in there and work with him for a while, learn the camera, learn the GIS. I'm just asking for your permission to start the process.

Many affirmatives.

Mr. LaFerla – Thank you.

- 2. Laboratory Summary - ok
- 3. Maintenance Summary - ok
- 4. Readington Flows - ok

- c) Commissioner's Comments:

None

**7. Discussion:**

- a) 1<sup>st</sup> Quarter 2015 Capacity Evaluation

Mrs. Wohlleb – I met with Mr. LaFerla and Mr. Miller to try to get a little caught up with any capacity issues. We had another wet quarter this past quarter; so our plant flows were about 3.33 MGD. Typical with these reports, what gets reported to the State is required to be reported in terms of unconnected TWA flows demonstrating to the State that we have a remaining capacity of .37 MGD despite the wet weather. However, when we look a little deeper into potential connections that are outside of projects that would require a TWA, we are showing a

slight deficit in capacity - 3.986 MGD as compared to the plant capacity of 3.8 MGD. We recommend continuing the policy of allocations and reducing infiltration and inflow. Tying into some of what we just talked about but looking at capacity is the Authority's GIS system where I think allocations in addition to the collection system layout can be included into its database; there really hasn't been a significant investment in the Authority's Graphic Information System (GIS) system since 2002 when it was first generated and a lot has changed since then so I am noting that it would be beneficial at some point to do some sort of GIS update; it would help track capacity and map capacity a lot better and if we ever got involved again with the WMP process and just looking at capacity overall.

Mr. Kinsella – Speaking of WMP, isn't the County in charge of all that stuff?

Mrs. Wohlleb – Yes.

Mr. Kinsella – Aren't they supposed to spending money to do all the GIS stuff?

Mrs. Wohlleb – Mr. Miller, if you want to speak on this; Mr. Miller and I, as we've been getting caught up, I often ask Mr. Miller "have you heard from Mr. Bogen and the County about the WMP"?

Mr. Miller – Mrs. Wohlleb and I had a conversation the earlier part of this week and Mr. Bogen said "yes, I'll send you the latest update" and we got it and we were talking about it and Mrs. Wohlleb said "let's look at the meta date on this thing" and it said December 29, 2011 was the last update.

Mrs. Wohlleb – So if Mr. Miller is looking for an update, Mr. Bogen keeps sending the same thing.

Mr. Kinsella – They were supposed to be the umbrella for every organization in the County, why don't they do this?

Mr. Miller – When you get the GIS layers for parcels, it's 2005.

Mrs. Wohlleb – There's been significant subdivision; look at the area by Stop and Shop.

Mr. Kinsella – To just update our GIS, they should be providing us with a perfect GIS.

- b) Board of Commissioner's Authorization for Mr. LaFerla, Ms. Loudon, Mr. Miller and Mr. Schneider to Attend 2015 NJWEA Annual Conference in Atlantic City May 11 – 15, 2015

Mr. Kinsella – Any comments about this?

Mr. Kendzulak, Jr. – I'm okay with AC.

Mr. Tully – I'm okay with AC.

Mr. Kinsella – I'm okay with AC too.

Dr. Dougherty – No problem.

Mr. Kinsella – All in favor?

Unanimous aye from the Commissioners.

- c) Board of Commissioner's Authorization for Mr. LaFerla, Ms. Loudon and Mr. Schneider to Attend 2015 WEFTEC Annual Conference in Chicago, September 26 – September 30, 2015.

Mr. Kinsella – Any comments?

Mr. Kendzulak, Jr. – I'm not in favor of that.

Mr. Tully – I have to agree.

Mr. Kinsella – I agree with you too.

Dr. Dougherty – You don't need my vote then.

Mr. Kinsella – Mrs. Wohlleb, you are going to this?

Mrs. Wohlleb – I'm not going personally but my firm is.

Mr. Kendzulak, Jr. – You know what's on the agenda and what we would be looking for.

Mr. Kinsella – Any other comments?

Dr. Buza – I think we need to save the money.

Mr. Kinsella – So is there a motion to not approve this. All in favor of no one going to Chicago.

Unanimous aye from the Commissioners.

Mr. Kinsella – Opposed?

Silence.

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

**9. Adjournment of Work Session:**

Mr. Kendzulak, Jr. made a motion to adjourn the Work Session. Mr. Tully seconded the motion. All were in favor. The Meeting ended at 6:45 pm.