

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

MARCH 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	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 & Thompson; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. RESOLUTIONS:

Resolution #2017 - 26 Approval of and Authorization to Execute Agreement for Transfer of Wastewater Treatment Capacity and Assignment of Agreement for Reservation of Wastewater Treatment Capacity Pasquale and Angelo Baldacchino to North Bridge Development Corporation t/a North Bridge Properties, LLC (Block 36.04 Lots 72 – 76)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2017 - 26, Mrs. Robitzski seconded the motion.

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

Resolution #2017 - 27 Appointment of Michael Sciss as Maintenance Supervisor

Mrs. Robitzski made a motion to approve Resolution #2017 - 27 Mr. Kendzulak, Jr. seconded the motion.

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

Resolution #2017 - 28 Authorization for Additional Funds for Engineering for Final Clarifier Refurbishment Project
(Additional \$10,000.00)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2017 - 28 Mrs. Robitzski seconded the motion.

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

Resolution #2017 - 29 Raritan Headwaters Association Membership
(\$250.00)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2017 – 29, Mrs. Robitzski seconded the motion.

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

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

Mr. Kendzulak, Jr. made a motion to approve the minutes from the February 16, 2017 meeting. Mrs. Robitzski seconded the motion. All were in favor.

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

Mr. Kendzulak, Jr. - The bills totaled \$622,063.63; all appears to be in order. If you go to the last light green page, you'll see that we're at 31.98% of our budget; conservatively, our budget starts on December 1st, so we've been through at least three whole months of the year through the end of February or twenty – five percent of our year but we are paying some bills in March, some of our invoices are for March and as I mentioned at the last meeting, there are upfront expenses that we pay like our insurance and some other things that we pay earlier on. If you look at the number written down below, that's from Mrs. Struening, that's 33.43% that's where we were this time last year with the budget and that was post – audit. We're a little high but nothing that I feel alarmed at and we're lower than last year.

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

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

8. **Citizens' Privilege:**

None

9. Adjourn into Closed Session by Motion, if Needed

Chair Kinsella – We will be going into Closed Session for purposes of discussing contractual matters regarding Flemington Borough and we don't anticipate taking any formal action at the conclusion of Closed Session.

Mr. Kendzulak, Jr. made a motion to adjourn into Closed Session for the above stated purpose and Mrs. Robitzski seconded the motion. Closed Session was from 5:05 pm – 5:37 pm.

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.

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

MARCH 16, 2017

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

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

Mr. Madden – The first thing was we had a capacity sub – committee meeting. I attended that and I'm trying to get up to speed on that as fast as I can. We had to submit the Industrial Pre-Treatment Report and that was completed and submitted to DEP. I was asked to look at the Commerce Street sewer manholes that exhibited some issues during the smoke testing. When I went out I found the frames had come free from the cone section; they're loose, they're kind of just sitting there and they physically move when cars go over them, you can see around the perimeter of the ones in the roadway that the pavement is kind of broken around them and that's what it is from, so that should really be address.

Mr. Kendzulak, Jr. – So that's contributing to the inflow that's getting in there?

Mr. Madden – Well there's a crack there so there's a place for water to get into. Now the other one, it's right next to the stream, that had the same issue.

Mr. Kendzulak, Jr. – Now that stream, when it rains, were we able to confirm that that thing is submerged?

Mr. Madden – I don't know that. That's a good thing to look for.

Mr. LaFerla – I don't think it's submerged during a storm. It would have to come up pretty high.

Mr. Kendzulak, Jr. – Is it a stream or is it a swale?

Mr. LaFerla – It's more of a swale.

Mr. Kendzulak, Jr. – There's no brook that's running adjacent to it?

Mr. Madden – It's kind of like a creek, smaller than a stream.

Mr. Kendzulak, Jr. – Is water flowing in it?

Mr. LaFerla – During the summer it doesn't really flow at all.

Mr. Kendzulak, Jr. – What about now?

Mr. LaFerla – If you go out now there might be a little bit of water in it from the rain. It's not like water is constantly flowing in it.

Mr. Kinsella – It's like a standing water situation, not a flowing water one.

Mr. Madden – So these are defects that the smoke test revealed. There was also that cleanout that was repaired.

Mr. Kendzulak, Jr. – The repairs here, these are repairs our guys can do? Obviously, the one in the swale we can do that?

Mr. LaFerla – Yes, we can do that.

Mr. Kendzulak, Jr. – Let's look to take care of that. I guess the other ones that are in the roadway where you have traffic control are more of a challenge.

Mr. LaFerla – It will be a challenge but I think we can do them. It'll probably have to be closed off overnight so they set.

Mr. Kinsella – Do you set them with bolts?

(many voices speaking at the same time)

Mr. Madden – You really should bolt them in a couple places. All this stuff is really going to help; it may be incremental but it will help.

Mr. Kendzulak, Jr. – Is there any merit in having an "as needed" Contract where we want to do something like these manholes, we go out and we bid it and get rates and if we have to, we call them. I'm talking about stuff that maybe we don't want to do that isn't an emergency, but we need to get something done and we call them in and get it done.

Mr. LaFerla – What we do now when we have a problem, we call the different contractors and get a price.

Mr. Kendzulak, Jr. – Because it's an emergency, but what if it's not an emergency?

Mr. Watts – Then you have to bid it.

Mr. Kendzulak, Jr. – I guess what I'm getting at is if we had a... Here's what I'm getting at; Somerset County has a contract for repairs or whatever is needed. It's bid out, and it's as needed. If we need them, we call them but it's bid. So for instance, if you didn't want to take on these manholes, we would call the contractor in and they would do it and it's not an emergency thing.

Mrs. Robitzski – Because you already have rates, hourly rates, bid out.

Mr. Kendzulak, Jr. – We would have a budget line for it that we could spend up to. It may be something that we want to look into. Things like that with that traffic, it may not be the best place for our guys and if they're out there working on that then they're not working on other things that they should be.

Mr. Madden – If you want to try to do something like that I think we can take care of that.

Mr. Kendzulak, Jr. – If you look at it and you think our guys can do it, then do it. The one that's in that ditch, that's an easy one. Dealing with the traffic with the other ones, you know we're going to have to get police out there.

Mr. Kinsella – Mr. Madden, you visited the Route 31 pump station?

Mr. Madden – Yes, I did. There was a report that maybe there was a capacity issue there. We couldn't find any plans or anything but from looking at what I saw there and what I've looked at on the screen of the SCADA system, the twenty – four hour period prior, each pump had only run for an hour. If it's two hours a day...

Mr. Kinsella – This is dry weather too, though.

Mr. Madden – ...it looks like then there should be enough capacity there then. But not knowing everything about the system and without any plans and I understand that's an issue because apparently this was built by the NJDOT?

Mr. Kendzulak, Jr. – Well, they should have plans.

Mr. LaFerla – We've been looking for plans from them since they built it.

Ms. Nicaretta – Today I reached out to a contact I used when we asked them for As Builts last year but I didn't hear back from anyone.

Mr. Madden – If you could share that information with me, I can give it to our contact at DOT and they can reach out to them.

Mr. Kendzulak, Jr. – What about in July when we had this heavy rain, how did that pump station react?

Mr. Madden – I didn't look that far back on SCADA for that one.

Mr. Kendzulak, Jr. – You may want too. I remember that, when we had that rain, I rode over there and that brook that flows there, it almost came over Route 31. That water was just roaring.

Mr. Madden – It's a rather deep, large pump station so I'd be shocked if there was a true capacity issue there. I will certainly try to get more information.

Mr. Kendzulak, Jr. – We've had times where both pumps were running.

Mr. Kinsella – Is that why we assume it's undersized?

Mr. LaFerla – That one storm, when we had that storm was the only storm that Mrs. Wohlleb had the two pumps running.

Mr. Kendzulak, Jr. – I thought she said it was going during dry weather.

Mr. LaFerla – Mr. Madden has three months of data from the station.

Mr. Kendzulak, Jr. – Those two storms from July, he should get that data.

Mr. Kinsella – While we're talking manholes, can we take care of those two that surged by Colony Road? Raise those two?

Mr. Kendzulak, Jr. – The two that surcharged in the analysis of the Bushkill.

Mr. Kinsella – Let's get those things done.

Mr. Madden – I did take a look at those, they're already three feet above grade.

Mr. Kendzulak, Jr. – But the one, there was evidence I believe...

Mr. LaFerla – The cover did blow on one.

Mr. Madden – There was one right behind the childcare center, Kindercare, that was one we looked at and that was is relatively low, but the other one further downstream by the granite place, that one is about three feet out of the ground already. The one behind Kindercare, is a little lower in the ground, it can afford to come up; you can probably get a new riser piece but with surges like that, I would try to anchor the two pieces together. We try to anchor those down with steel plates around the perimeter to really hold it tight. The whole frame had broken off that one. The cover is locked on. I would raise the whole riser, put in a new riser, and anchor that.

Mr. Kendzulak, Jr. – Is that something our guys can do?

Mr. LaFerla – Yes.

Mr. Madden – So we're trying to get more data on the Route 31 pump station, like plans and stuff. It looks like that pump station was built to your specifications and everything.

Mr. Kendzulak, Jr. – It was reviewed; I remember Mr. Coe reviewing the plans for it. We would never have blindly accepted anything from the DOT without our engineer reviewing it and we were getting reimbursed.

Mr. Madden – It seems to fit the mold of all your pump stations. If we could find the specifications, the plans are one thing but the specs are really going to tell me more about the pumps and that's where the guts of it is.

Mr. Kinsella – You got the system overview?

Mr. Madden – I went through the facility here, I brought our process engineer up and we went through it and she was quite impressed and she said it was a well-run facility.

Mr. Kendzulak, Jr. – What about the Commerce Street line where we had water, the video of it, and we talked last month about relining it?

Mr. Madden – We had the Reader's Digest version of the video, I had a copy of the highlights and I want to look at the whole thing.

Mr. LaFerla – I gave him the wrong copy of the video, I didn't give him the one with the whole video.

Mr. Kendzulak, Jr. – If we have money in our Capital Budget to address that, I think we were talking about we don't want to rip that thing up, we just want to reline it.

Mr. Madden – I think it's in a condition now where we can do that, it's not collapsing at this point.

Mr. Kendzulak, Jr. – If that's contributing to the I & I, if we got that thing lined and taken care of that would be a good thing.

Mr. Madden – There are some active leaks in that line. I don't want to rush into saying "Commerce Street has to be lined" because that's a big system here and that may be a problem and the one we know but there may be a bigger one we don't know about. The only other thing is we did do a review for the new Wawa proposed connection and we sent them a reply and they're supposed to get back to us with some minor tweaks with that.

Mr. Kinsella – Where are they at, are they still in Planning Board?

Ms. Nicaretta – Yes, I didn't realize they didn't have approval from them yet. They know they can't come on our Agenda until they get Planning Board approval and they were okay with that.

Mrs. Robitzski – Mr. Madden, it sounds like you're reviewing the whole system over time?

Mr. Madden – As we progress here, we'll get more familiar with the system. Right now this looks like the big problem area so we're zooming in on this. I don't want to say that "the Capital money should just be spent right here today" and then you're behind the eight ball because you don't have that money to do something that's a real problem.

Mrs. Robitzski – I was wondering if there was an active inspection plan of the whole system?

Mr. LaFerla – We are always out TVing; we go out three days a week, it's ongoing. Mr. Madden now has the correct video of Commerce Street and also the one by Home Goods. We found something by Flemington Block and he's got that too.

Mr. Madden – I'm trying to relate to where they are.

6. RTMUA REPORTS:

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report

Mr. Kendzulak, Jr. – The letter from Mott MacDonald on the Clarifiers; the March 3rd letter, Main Treatment Plant Clarifier Drive Repairs; what is this all about?

Mr. LaFerla – When you go up on the clarifiers, there was a box there that you could turn the arm that goes around on and at some point they stopped working and this is if we wanted to fix them what we would do but

now that we have the new guy we can fix them ourselves.

Mr. Kendzulak, Jr. – Is this going to cost us anything?

Mr. LaFerla – It might cost something but it won't be a cost through Mott MacDonald.

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

b) COMMISSIONERS' COMMENTS

Mr. Kinsella – Do you want to talk about the Capacity Sub – Committee Mr. Kendzulak?

Mr. Kendzulak, Jr. – We discussed concerns over the Route 31 pump station because of the development over there due to the Villages and at some point the Enclave and all that and would it be able to convey all the flow that would come out of it. We also discussed the capacity requests; the Enclave, that's the one we can't accommodate and the requests leading into a possible Point System allocation. How we want to go through our Point System, do we want to modify it, we did have some dialog with the Township on that and where we want to head but that's something we'll have to sit down and look at. Other than that, I think it was more fact finding trying to deal with the problems along the Bushkill.

Mr. Kinsella – I have a comment about the NJDOT site and they're looking for a huge amount of capacity. Just a question, what was there before their facility was there? Are they responsible for any pollution that was on that site from before?

Mr. Watts – They are responsible unless they can go back through the chain of title and pin it on someone else.

Mr. Kendzulak, Jr. – What was there before that?

Mr. LaFerla – The only thing I ever remember being there was NJDOT.

Mr. Kinsella – Can't they do something like at the Tenneco site where they pump stuff out?

Mr. LaFerla – That's what they want to do.

Mr. Watts – Yes, they want to do that, pump it out and give it to us but if you don't have the capacity you can't take it.

Mr. Robitzski – Do you have to take it if you don't have the capacity?
(many voices speaking at one time)

Mr. Kendzulak, Jr. – I can see if it becomes an environmental issue that we would be forced to take that. Unfortunately, it's in Raritan Township, pretty close to the Flemington Borough border, as far as capacity goes, Flemington Borough

has capacity but I read in the paper that they just approved that redevelopment so how does that all play out when it comes to sewer capacity and how much of Flemington's reserved capacity is going to be put on line?

Mr. Kinsella – They're talking about 350 plus EDUs. Three hundred fifty times three hundred gallons per day.

Mr. Watts – That's over 100,000 gallons per day. They've been flowing 800 – 900,000 gallons per day.

Mr. LaFerla – It's 105,000 gallons per day.

Mr. Madden – Is that DOT a permanent situation?

Mr. LaFerla – I assume it will be temporarily permanent until they get it remediated and how long will it take? How long did Tenneco take?

(many voices speaking at one time)

Mrs. Robitzski – They can't be made to clean it up?

Mr. Watts – They are; this is the first steps of it, they start pumping water through the ground and then they send it to us to treat it.

Mr. Kendzulak, Jr. – Which is going to take a hit on our capacity.

Mr. Kinsella – I don't have the number in front of me but it was a pretty decent number.

Mrs. Robitzski – Do they pay for it?

Mr. Kinsella – Yes, they pay for it. It's a shock to the system though; I mean, how much do they have to pretreat that stuff before they send it to us?

Mr. LaFerla – It depends on what's in it. I don't know exactly what's in it.

Mr. Kinsella – The Tyler and Carmeli thing; if I read this correctly, if this thing does happen, we could pick up capacity.

Mr. LaFerla – You might pick up capacity but it seems to me they are giving you enough rope to hang yourself with. Once you have a problem, they're throwing lines in it too and telling you that you have to fix the entire collection system.

Mr. Watts – Yes, I agree. They make it so you won't have to do the Capacity Assurance Program until you're up higher but you still can't exceed your permits so you can hang yourself this way. You can keep going and going and going, but it gets you closer to getting yourself in trouble.

Mr. LaFerla – Exactly, you can get yourself in trouble.

Mr. Kinsella – Isn't this a way for them to give you a cushion? And once they give it to you, how are they going to take it away? It seems to me like they're saying "there's a way out of your situation of having to expand the plant".

Mr. Watts – You are playing with fire because you are still limited to what your plant can do. It doesn't expand the plant capacity it just says you can get closer to it.

Mr. LaFerla – But, if you go over it, they're going make you fix your entire infrastructure which to me is what they're trying to get to; to get you to fix your infrastructure and they're going to let you get as close to ninety five percent as

possible.

Mr. Kendzulak, Jr. – Mr. Madden, did you read this?

Mr. Madden – I read it once, there's a lot in here.

Mr. Kendzulak, Jr. – I wonder if it's worth just getting a nice summary on so we have a nice understanding of what it is. How does it affect us?

Mr. Watts – It hasn't been adopted yet.

Mr. Kendzulak, Jr. – I started getting into this and was like "could someone please put this into something short and sweet"?

Mrs. Robitzski – Do we take action? Do we have a way to comment on it before it's approved or is there no vehicle for that?

Mr. Watts – Comments can be made to DEP over these proposed rules. I'm not sure we want to take the time and expense to take a stand on it but I think what the Chairman wanted to know was what was coming down the pike vis a vis the Township because they're always looking for more capacity so that's why we had the environmental counsel look at the proposed rules to show how it would affect us.

Mr. Kendzulak, Jr. – The Wastewater Management Rules are in effect, they've been adopted. The thing is, there could be more pressure because it would be "you guys could take more capacity up to that ninety – five percent" and like you said, we will just be hanging ourselves here because when it gets wet, and you start popping manholes etc., now you have a real problem.

Mr. LaFerla – You start popping manholes and stuff and all of a sudden, now they've got you and it says in there "you have to come up with a plan to get back below it" and you're going to end up having to fix your whole infrastructure.

Mr. Kinsella – One of the things we were supposed to do was check with the Township to see if there's any zoning changes planned and / or building changes. I talked to the engineers and they said "yes, the zone change is planned for the Costco area"; they're in negotiations with Garden Homes to change the zoning to Affordable Housing. Cust has his approval already for two things, one of which we were able to satisfy. The other one is up in the air, I don't know how we're going to do that. Then the other guy is going to come in with their Affordable Housing plan and the Township loves it because they're getting off the hook with the Affordable Housing. At some point, very soon, this Spring, we're going to have to go before them.

Mrs. Robitzski – What I don't understand is and I'm new here, the committed flows are no longer part of the cap so people can look at it and think you have capacity even though you've already committed it to other projects but you don't really have that capacity?

Mr. Watts – That's why we get a quarterly report from the engineer showing what has happened in the previous quarter and what we have left to give and it's almost always depending upon the rain. If we have a rainy quarter, we're over, if

we have a dry quarter, it looks like we have a ton of capacity.

Mr. Kendzulak, Jr. – The way they do it is it's a three month rolling average; in those three months, they take a snapshot and say, and let's say it was a dry three months, and we have that capacity that's all on the books, that people haven't actually hooked up but then we have the actual flows that come to the plant, so if its dry, we take that actual flow and that paper capacity and our plant is 3.8 million gallon per day and say "we're at 2.6 million gallons per day and we've got 1.2 million gallons per day in capacity". If it's a wet three months, and we're flowing, I think it's happened where we've had negative capacity just because it's a wet three months. We're able to treat it to where we're not violating it but there's some type of happy medium there. My understanding is of these rules is that over the last five years is, what was your wettest twelve-month period and that's the number you need to look at.

Mr. Madden – Is that calendar month or could it be from April to April?

Mr. Kendzulak, Jr. – I thought it was a rolling twelve-month period for the last five years. I don't know if it was Mrs. Wohlleb but someone said back in 2011 it was a real wet time and we would lose that which would make things look better but if we start getting a lot of rain then things are different and we have to tighten up on the noose.

Mr. Kinsella – I was hoping for a summary at the end of it; I was hoping Tyler and Carmeli would have given us something a little more substantial comment at the end. We have all the details but not the conclusion. So now we throw it to you Mr. Madden. This is the situation we're in; last year everything was dependent upon the ending of the Permit Extension Act. So we told the Township we had to wait until we got the final results and saw what happened and we assumed a lot of capacity was going to come back to us. Eighty-five or ninety percent of what we thought might come back didn't and we got hardly any capacity back.

Mr. Madden – I don't know when they would adopt this, these things can drag on forever sometimes.

Mr. Kinsella – If we're going to go to a Point System, we need to have an evaluation of the whole thing.

Mr. Watts – We need a recommendation from our consulting engineer after looking at everything and saying this is the amount of capacity that you could go out with now and then it's the Board's decision based upon that if they want to do it or if they want to wait.

Mr. Madden – I don't have all of the data for the last five years, I need to get that from you Mr. LaFerla, and we can figure out what that average would be based on these new rules but just working off the last two years it was like 2.6 or 2.8, your eighty percent threshold is like 3.04 so with all these different things we might be getting close to that eighty percent, I don't know. It seems like every week there's

another coming down the pike.

Mr. Kendzulak, Jr. – Lets do that; it's something that like Mr. Kinsella said, we've been putting, not purposefully, this thing off, we've been required to put it off but at some point we're going to have to go before the Township and there will be pressure about when will you have a Point System Allocation and we're going to have to say this is what we have to put out there.

Mr. Watts – We don't have a lot of pending requests, do we?

Ms. Nicaretta – There was the Costco property, Raritan Town Square, the Enclave, and the County which is on the Agenda.

Mr. Madden – Is the Flemington project approved?

Mr. Kendzulak, Jr. – Flemington Borough has their own capacity to use but when that goes on line...in that last quarterly report Mott MacDonald did include that, that was actually part of the calculations so the amount of available capacity reflected Flemington's reserve.

Mr. Kinsella – That's going to be an urban setting over there so it's going to be a constant flow; if they say they're going to be flowing this much they will be flowing that much and whatever else is leaking into that system.

7. Discussion:

a) Flemington Holiday Inn, LLC Billing

Mr. Watts – You can see from the chart that they've been billed at a particular rate since the second quarter 2013 and they should have been billed at a substantially lower rate and the far-right column shows the overbilling to date.

Mr. Kendzulak, Jr. – How did we end up doing this?

Mr. LaFerla – They were hooked up at one point, but they weren't active anymore Mrs. Crown was charging them for the wrong amount of EDUs at the wrong rate and it should have been at the minimal billing rate.

Mr. Kendzulak, Jr. – What is going on with this project?

Ms. Nicaretta – They received preliminary sewer service from us, they have a TWA and I don't think they've done much since then.

(many voices speaking at one time)

Mr. Watts – When they disconnected, they didn't come to us.

Ms. Nicaretta – They haven't disconnected; they've been doing a Commercial Survey I thought. I don't know if there were still people on the property or not; I have to ask Mrs. Hallinger. I think Mrs. Crown just made a mistake. Mrs. Hallinger and I caught it because we were comparing our Commercial Accounts information charts and we caught some other minor

errors with some other things but when we saw this, we were like, your numbers aren't matching my numbers at all and we looked into it further and Mrs. Hallinger figured out exactly what the problem was. I don't believe they ever actually disconnected.

Mr. Watts – The Board has to make a determination if you want to resolve it this way, advising them of the mistake, advising them of the amount of the credit, and that it will be applied against future bills or Connection Fees.

(general consensus)

b) Hunterdon County Application for Sewer Service

Mr. LaFerla – They're adding a building and / or an addition.

Mr. Kinsella – Why don't they just use what's downtown?

Mr. Kendzulak, Jr. – Who is this to accommodate?

Ms. Nicaretta – I don't know, they didn't say.

Mr. Kendzulak, Jr. – Eighteen EDUs?

Mr. Watts – We don't have that capacity at the present time.

Mr. Kinsella – I know.

Mr. Watts – We don't just give out eighteen EDUs; the only time we give that much is through a Point System and we can tell them we are re-evaluating that but that right now we don't have plans to do that.

Ms. Nicaretta – So I'll draft a letter and let Mr. Watts check it before I send it?

Mr. Watts – Yes, if the Board directs that a letter should be sent.

Mr. Kinsella – Yes, a letter telling them we don't have that capacity right now.

c) Tyler & Carmeli Report

Previously discussed.

d) Jennifer Loudon Class Approval & Tuition Reimbursement Request

Ms. Nicaretta – She provided a list of courses with the descriptions like you required for you to approve if you're going to say you'll reimburse or not and then she passed the first course she took in the Fall and she submitted the bill. The bill did have a late registration fee of \$150.00 on it, I didn't know if that mattered to you or not.

Mr. Kendzulak, Jr. – Is it a late fee because she was waiting for us to decide what we were going to do?

Mr. LaFerla – It could be.

Mr. Kendzulak, Jr. – If that's the case, I don't have a problem paying it.

Mr. LaFerla – It doesn't make a big difference since it's only fifty percent.

Mr. Kendzulak, Jr. -- I don't have a problem with it this time if it was on us; in the future if it's on her then no, we don't reimburse her then.

Mr. LaFerla – So you're okay with reimbursing her for that class?
(general consensus)

Ms. Nicaretta – Are you approving all these courses that you will reimburse her for them?

(general consensus)

Mr. Watts – It's spending money so it will need a resolution.

Ms. Nicaretta – Yes, I told Mrs. Struening she doesn't reimburse until there is a resolution each time.

Mr. Kendzulak, Jr. – The tank re-lining down at the Flemington Wet Weather Facility; where does that stand? Do we have the plans on that?

Mr. LaFerla – The plans for the tank are done.

Mr. Kendzulak, Jr. – The question was for the flow meters?

Mr. LaFerla – Yes.

Mr. Kendzulak, Jr. – Mr. Madden, you were going to look at it to see if it made sense to have Mott MacDonald incorporate the meters into that package or doing it as a separate bid or whatever.

Mr. Madden – I wasn't sure what the goal was for that.

Mr. Kendzulak, Jr. – That would be the question.

Mr. LaFerla – If it's going to be included then we have to decide which option of the two we want.

Mr. Madden – Did they give you a cost breakdown for that?

Ms. Nicaretta – I gave you that information but if you need it again, let me know.

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. Mrs. Robitzski seconded the motion. All were in favor. The Meeting ended at 6:45 pm.