

**MINUTES**  
**TOWNSHIP OF HILLSBOROUGH**  
**MUNICIPAL UTILITIES AUTHORITY**

**WEDNESDAY, April 22, 2015**

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, April 22, 2015, with the following members present:

Michael Avolio  
Michael Merdinger  
Robert McCray  
Richard Nunn

Also present were Executive Director, Scott Lynn, and Peter Cipparulo, General Counsel. Absent was member Greg Burchette

**Announcement – Open Public Meetings Act**

Following the roll call, Chairman Avolio made the following announcement: In accordance with the provisions of the Open Public Meetings Act, P.L. 1975, c. 231, as amended, notice of this meeting was duly provided as part of the annual meeting notice on March 5, 2015.

**Approval of Minutes**

Mr. Nunn moved that the meeting minutes of March 25, 2015 be approved as recorded by the Executive Director. The motion was seconded by Mr. Merdinger, and the roll call vote was: Chairman Avolio – yes, Mr. Merdinger – yes, Mr. McCray – yes, and Mr. Nunn – yes.

**BUSINESS FROM THE FLOOR**

There was no business from the floor.

**SRVSA Presentation**

Mr. Ronald S. Anastasio, Executive Director, and Mr. James F. Cosgrove, PE, SRVSA Consultant Engineer, provided the members of the Authority with an hour presentation on the status and update of the SRVSA Sanitary Sewer Overflow Project. Mr. Anastasio also reported on the NJDEP application. A portion of the presentation was allocated to discussing the reduction of the I&I needed by the SRVSA customers and what was being implemented in order to meet reductions of I&I.

**MATTERS FOR CONSIDERATION**

**Twp. of Hillsborough – Groundwater Discharge – Underground Storage Tank Site – Status Report**

Mr. Lynn reported there was no breakthrough detected at any of the testing points. Pumping of the wells continues.

**Resolution – Authorizing a Bond Reduction for completed sanitary sewer improvements to the Hidden Brook Subdivision**

Tabled until the May 27, 2015 meeting

**Annual Audit Report - Fiscal Year Ending Nov. 30, 2014**

Mr. Lynn reported the annual audit had been circulated to the members. He advised the members the Audit has been filed with the Township Clerk and the Synopsis of Audit will be published in accordance with the regulation upon acceptance by the members.

Mr. Lynn reported and highlighted several points regarding the audit. He noted that operating expenses were \$736,468 less than budgeted and revenues were up \$261,445 resulting in a net gain of \$475,023. As is the Authority's policy, these funds are restricted to our Rate Stabilization Fund. The Rate Stabilization Fund resolution limits the Fund amount to 20% of our operating expenses, with the balance being placed into the System Replacement Fund.

Mr. Lynn stated \$369,323 we budgeted from the Rate Stabilization Fund for 2014, but we did not need to utilize any of the funds. These funds may come in handy considering the flux of the building industry and help manage any possible rate increase from SRVSA.

**Resolution and Affidavit – Annual Audit Report - Fiscal Year Ending Nov. 30, 2014**

Mr. Lynn stated it is now in order for a resolution to be adopted and the members to execute the affidavit confirming that they have reviewed the report.

Mr. Merdinger introduced the following resolution and moved it be adopted:

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended November 30, 2014 has been completed and filed with The Township of Hillsborough Municipal Utilities Authority pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and

specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

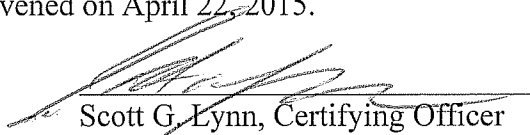
WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A:5A-17;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of The Township of Hillsborough Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended November 30, 2014, and specifically has reviewed the sections of the audit report entitled “General Comments” and Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board:

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. Merdinger – yes, Mr. McCray – yes and Mr. Nunn – yes. Note: Mr Burchette was not in attendance at the April 22, 2015 meeting, but did sign the required affidavit the following morning, April 23, 2015.

I, Scott G. Lynn, Certifying Officer of the Hillsborough Township Municipal Utilities Authority, hereby certify that the above is a true and correct copy of a resolution adopted by the Authority at a meeting duly convened on April 22, 2015.

  
Scott G. Lynn, Certifying Officer

### **Update – Winding Way Sewer Project**

Mr. Lynn reported the project has started construction and progressing smoothly. The contractor started the project on the Euclid and Camden Road area first. Completion of the entire project, including the Winding Way portion, is anticipated by the contractor to be 120 days from the start.

### **Resolution – Closed Meeting**

Mr. McCray introduced the following resolution and moved that it be adopted:

BE IT RESOLVED, in accordance with the provisions of the Open Public Meetings Act, P.L. 1975, c. 231, as amended, the Authority shall meet in closed session for the purpose of reviewing personal.

The motion and resolution were seconded by Mr. McCray, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – yes, Mr. Nunn – yes and Mr. Merdinger –yes.

**Reconvene Public Meeting**

**SRVSA Report**

The SRVSA had presented earlier this evening, therefore no report from Mr. Merdinger was required.

**Claims List Approval**

Mr. McCray introduced the following resolution and moved that it be adopted:

BE IT RESOLVED that the following claims list dated April 22, 2015 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund Claims List	\$190,470.73
General Fund Claims List	\$ 3,995.00

The motion and resolution were seconded by Mr. Nunn and the roll call vote was: Chairman Avolio – yes, Mr. Merdinger – yes, Mr. McCray – yes, and Mr. Nunn – yes.

**Adjournment**

There being no further business to come before the meeting, Mr. Merdinger moved that the meeting be adjourned. The motion was seconded by Mr. McCray and the roll call vote was unanimous for adjournment.

  
Scott Lynn, Executive Director