

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

WEDNESDAY, March 23, 2016

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, March 23, 2016, with the following members present:

Michael Avolio
Richard Nunn
Greg Burchette

Also present were Scott Lynn, Executive Director and Peter Cipparulo III, General Counsel. Absent was member Robert McCray.

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 3, 2016.

Approval of Minutes

Mr. Nunn moved that the minutes of the meetings of February 24, 2016 be approved as recorded by the Executive Director. The motion was seconded by Mr. Burchette, and the roll call vote was: Chairman Avolio –yes, Mr. Burchette – yes, and Mr. Nunn – yes.

BUSINESS FROM THE FLOOR

There was no business from the floor.

MATTERS FOR CONSIDERATION

Twp. of Hillsborough – Groundwater Discharge – Underground Storage Tank Site

Mr. Lynn reported there was no breakthrough reported for the period.

Update - Winding Way Sewer Project

Mr. Lynn reported that the project was nearing completion and as-builts have been submitted. Mr. Lynn reported that approximately sixty percent of the residents have made applications for connections to the system.

Resolution – Approval of a Sewer Connection for Lot 8.02 in Block 175.18 - 348 South Branch Road

WHEREAS, Jill Kline owner of Lot 8.02 in Block 175.18 located at 348 South Branch Road Hillsborough, NJ, has requested a sanitary sewer connection of her property consisting of one (1) residential dwelling to the Authority's sanitary sewer system via a grinder pumps and low pressure force main; and

WHEREAS, the onsite wastewater disposal system is failing and a gravity sewer line connection in South Branch Road is available for a connection of this property. However, the gravity line in South Branch Road is at the minimum cover and an extension of the line to reach the property is not possible. As a result, the property will be able to tie into the gravity sewer located in South Branch Road with the use of an on-site grinder pump; and

WHEREAS, the Authority recognizes the need for the connection of Lot 8.02 in Block 175.18 to alleviate the failing septic system, and

WHEREAS, an application has been received from Jill Kline for a sanitary sewer extension to service a residential dwellings on Lot 8.02 in Block 175.18 located on South Branch Road; and

WHEREAS, plans for said sanitary sewer extension as prepared by Biggs Associates, dated February 15, 2016 and revised through March 9, 2016, consisting of Four (4) sheets, have been reviewed by Scott Lynn, Executive Director;

NOW, THEREFORE, BE IT RESOLVED, based on the recommendation of Scott Lynn, Executive Director that said plans be approved subject to the following conditions:

1. Jill Kline, the current property owner, and any other property owners thereafter, should they not be the same, is responsible to disconnect the temporary connection and replace it with a 4-inch gravity lateral and reconnect its lateral to the sanitary sewer system in accordance with the Authority's specifications at such time as a gravity connection is available regardless of cost and direction of the lateral location.
2. All costs associated with the temporary connection and the gravity reconnection to the Authority's sanitary sewer system is the sole responsibility of the owner of Lot 8.02 in Block 175.08 and at no point shall the Authority or Township incur any cost associated with the future connection.
3. Approval from the Somerset Raritan Valley Sewerage Authority and the New Jersey Department of Environmental Protection. The Authority specifications shall be included in the treatment works approval application.
4. As-built plans of the sanitary sewers constructed shall be prepared by the developer's engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar.
5. Inspection fees in the amounts established by the Authority shall be provided to the Township of Hillsborough Municipal Utilities Authority for the proposed sewerage facilities prior to construction.

6. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
7. The connection is considered temporary.

BE IT FURTHER RESOLVED, that plans be forwarded to the Somerset Raritan Valley Sewerage Authority and the N.J. Department of Environmental Protection, if required, for approval and the Executive Director be authorized to execute applications required in connection with said submittal.

INTRODUCED BY: Mr. Nunn

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

I, Scott 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 March 23, 2016.

Scott Lynn, Certifying Officer

Resolution – Plan Approval Richmond Properties, LLC Sewer Extension, Block 182, Lots 3.01 and 3.02

WHEREAS, an application has been received from Van Cleef Engineering Associates on behalf of the applicant for a proposed sanitary extension to service one (1) existing single family dwellings and ultimately 3 additional new single family dwelling for a total of four (4) new connections, in Block 182, Lots 3.01, 3.02, 2 and 2.01 with; and

WHEREAS, this sewer extension will service an existing single family dwelling on Lot 3.01, traverses through a portion of Lot 3.02 and provide sanitary sewer service to the adjoining property where a subdivision of three new single family dwellings have already been approved. The alignment of the previously approved sewer line on the previous approved plans was determined upon evaluation in the field that the physical connection to the Authority's trunk line could not be built since the Royce Brook would have to be crossed and the required cover over the proposed sewer line could not be achieved. As a result, the applicant had chosen a different alignment which would allow connection to the Authority's trunk line thus avoiding a crossing of the Royce Brook and maintaining proper construction requirements.

WHEREAS, plans as prepared by Van Cleef Engineering Associates, dated February 2, 2016 consisting of two (2) sheets, have been reviewed;

NOW, THEREFORE, BE IT RESOLVED, said plans be approved subject to the following conditions:

1. Approval of the Somerset Raritan Valley Sewerage Authority and the New Jersey Department of Environmental Protection. The Authority specifications, signed and sealed by Jerome A. Harris, P.E., shall be included in the treatment works approval application.
2. As-built plans of the sanitary sewers constructed shall be prepared by the developer's engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar.
3. Performance Bond and inspection fees in the amounts established by the Authority shall be provided to the Township of Hillsborough Municipal Utilities Authority for the proposed sewerage facilities prior to construction.
4. A Maintenance Bond in the amount and form required by the Township of Hillsborough Municipal Utilities Authority shall be provided to the Authority for a period of up to two (2) years from the date of release of the performance bond.
5. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
6. Approval shall remain in effect for a period of two (2) years, at which time if construction of the facilities has not been initiated, re- approval will be required.

BE IT FURTHER RESOLVED, that plans be forwarded to the Somerset Raritan Valley Sewerage Authority and the N.J. Department of Environmental Protection for approval and the Executive Director be authorized to execute applications required in connection with said submittal.

INTRODUCED BY: Mr. Nunn

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

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 March 23, 2016

Scott G. Lynn, Certifying Officer

NJUAJIF Safety Awards

Mr. Lynn reported that the Authority again obtained a perfect score on the Safety Incentive Program and completed the year without a lost time accident. Chairman Avolio and the members asked Mr. Lynn to congratulate the employees on continuing the good work on the Safety Incentive Program. Mr. Lynn stated in the past, in recognition for these accomplishments, the Authority awarded the employees with a Safety Day to be utilized as a personal day, anytime during the current year. Chairman Avolio asked the members for their thoughts. Mr. Nunn said he felt it was important to let the employees know the commitment necessary to have a successful Safety Program and felt the Safety Day was both a way to recognize their efforts and incentive to continue.

After discussion, Mr. Nunn introduced the following resolution and moved it be adopted:

WHEREAS, the Township of Hillsborough Municipal Utilities Authority has obtained a perfect score in the New Jersey Municipal Authorities Joint Insurance Fund Safety Incentive Program and completed the year without a lost time accident;

NOW, THEREFORE, BE IT RESOLVED that in recognition of the aforementioned award and accomplishment, the staff be awarded a Safety Day to be utilized as a personal day within the current year.

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

SRVSA Report

No report for March

Claims List Approval

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

BE IT RESOLVED that the following claims list dated March 23, 2016 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund Claims List	\$277,030.58
Construction Fund	\$ 75,029.73

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

Adjournment

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


Scott Lynn, Executive Director