

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

**WEDNESDAY, August 24, 2016**

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, August 24, 2016, with the following members present:

Michael Avolio  
Richard Nunn  
Gregory Burchette  
Robert McCray

Also present were Scott Lynn, Executive Director and Peter Cipparulo III, General Counsel.

**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 June 22, 2016 and July 27, 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, Mr. McCray – yes, and Mr. Nunn – yes.

**BUSINESS FROM THE FLOOR**

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 nearly completed with restoration of the roads and right of ways being performed. Mr. Lynn stated that since this project is complete, this would be the last general update on the project at each monthly meeting.

**Update – River Road Pump Station**

Mr. Lynn reported to the members that the River Road Pump Station power was transferred over to the new control panel and that PSE&G had completed their work. Mr. Lynn reported the new control panels and switching is working fine and the system is running great. Mr. Lynn stated that the remaining work at River Road is yet to be complete and work on getting the rest of the site completed is a work in progress.

**Emergency – Resolution to Purchase VFD’s for Sunny Mead Pump Station**

Mr. Lynn reported to the board that the Sunny Mead Pump Station shut down on August 22, 2016 at approximately 12:25 pm. Mr. Lynn stated, that after an extensive determination of the system it was determined that pump number three had suffered a drive failure. This in turn caused pumps 1 and 2 to also shut down due to a power failure. Mr. Lynn explained the drive is an electronic device that runs and controls the pumps. There are three drives, one for each pump. The current drives are just over 20 years old and are at the end of their service life. As such, Mr. Lynn advised and recommended to the Board that all three drives be replaced at this time to avoid any other such problems. Mr. Lynn had requested that Pumping Services expedite a quote for the replacement of the drives. This is especially critical with hurricane season upon us. As such, Pumping Services provided all the information and a quote to replace the drives. The pumping services quote is for \$81,000.

Mr. Lynn stated the pump station requires the ability of all three pumps to deliver our flows properly to the SRVSA. Mr. Lynn said we were fortunate that this happened during the dry season and flows are currently low. Otherwise, this situation could have been worse. Mr. Lynn also reported that our crews acted quickly and correctly to solve the problem. The pumps were down for only one hour due to the coordination of our crews.

After further discussion, Mr. McCray introduced the following resolution and move it be adopted:

WHEREAS, Mr. Lynn has expressed the dire need to replace the drives at Sunny Mead Pump Station due to a failure of the system;

WHEREAS, Mr. Lynn has expressed the need to consider this an Emergency since the station cannot run on only two pumps should flows increase above their low levels;

WHEREAS, Mr. Lynn has recommended the drives be replaced by Pumping Services as soon as possible in accordance with quote provided;

WHEREAS, Mr. Lynn stated there are funds in the budget for the purchase of the drives;

NOW THEREFORE BE IT RESOLVED, that Mr. Lynn be authorized to purchase new drives for the Sunny Mead Pump Station at a total cost not to exceed \$85,000.

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

**SRVSA Report**

No report.

**Claims List Approval**

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

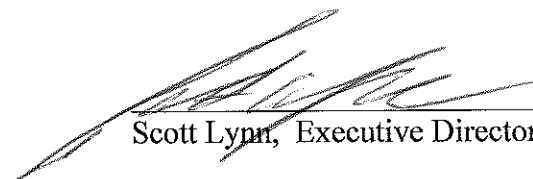
BE IT RESOLVED that the following claims list dated August 24, 2016 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund Claims List	- \$872,186.45
Construction Fund Claims List	- \$ 5,600.00

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. Burchette – yes.

**Adjournment**

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

  
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Scott Lynn, Executive Director