

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

**Wednesday December 14, 2016**

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday December 14, 2016, with the following members present:

Michael Avolio  
Richard Nunn  
Frank Scarantino

Also present were Scott Lynn, Executive Director, and Peter Cipparulo, General Counsel. Absent were members Mr. McCray and Mr. 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 3, 2016.

**Approval of Minutes**

Mr. Nunn moved that the minutes of the meetings of November 22, 2016, be approved as recorded by the Executive Director. The motion was seconded by Mr. Scarantino, and the roll call vote was: Chairman Avolio –yes, Mr. Nunn – yes, and Mr. Scarantino – yes.

**BUSINESS FROM THE FLOOR**

There was no business.

**MATTERS FOR CONSIDERATION**

**Request to change the January Meeting date**

Mr Lynn had request to change the normally scheduled January 25, 2017 meeting date to Tuesday, January 24, 2017 due to a conflict. The Members agreed on the January 24 date and will would work out well with their schedules.

As such Mr. Lynn indicated that proper notice to the public would be published in the newspapers accordingly.

**Township of Hillsborough-Groundwater Discharge-Underground Storage Tank Site**

Mr. Lynn reported no break-through was detected for the period.

**Update – Overall Upcoming Projects**

Mr. Lynn had informed the Board that a schedule of improvements to the overall facilities is being worked on.

Mr. Lynn reported that our system is aging and we need to keep up on maintaining a well-functioning system. Mr. Lynn reported that a lot of the infrastructure is closing in on 50 years old. As such, and in accordance with the 5 Year Capital Plan and Budget we need to start looking at improvements to take the system for another 40 to 50 years.

Mr. Lynn stated that Sunny Mead Pump Station is where we should start looking at making improvements. Mr. Lynn said we will start by checking the integrity of the two force mains which convey all of our flow to SRVSA. Ironically, at the past AEA Convention, a guest speaker described the process for evaluating older force mains and this is one aspect we will accomplish. Mr. Lynn also described other projects that we need to accomplish soon such as the replacement of two generators, at Ninth Street and Hodge Road Pumping Stations. They are 34 years old and parts are no long available for these two units. The Mulford Pump Station is in need of a replacement of the control panel and Blackwell's Mills needs major work to the pumps, electrical system and the site in general.

Mr. Lynn stated that we will continue to evaluate and determine the priority of the projects to be worked on and all projects would be brought to the Board's attention for approval prior to commencing.

**Resolution – Plan Approval Meadow Brook at Hillsborough - K. Hovnanian Central Acquisitions, LLC Sewer Extension, Block 163.05, Lots 101-105**

WHEREAS, an application has been received from Najarian Associates on behalf of the applicant for a proposed sanitary extension to service forty four (44) new single family dwellings and 30 townhomes (15 - 2 bedroom and 15 - 3 bedroom units), in Block 163.05, Lots 101 - 105 with; and

WHEREAS, plans for said Site Plan as prepared by Najarian Associates, dated February, 2016 revised through June 20, 2016 consisting of fifteen (15) 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. 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. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
5. 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. Scarantino, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, and Mr. Scarantino – 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 December 14, 2016

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Scott G. Lynn, Certifying Officer

**RESOLUTION: BOND RELEASE – Performance Bond to Maintenance Bond  
COUNTRY CLASSICS - Phase 4D**

WHEREAS, sanitary sewer facilities for Country Classics, Phase 4D have been constructed and tested under the Authority's inspection and found acceptable;

WHEREAS, Country Classics IV, LLC has requested the project be placed on a Maintenance Bond;

NOW, THEREFORE, BE IT RESOLVED, that a Maintenance Bond, number PAIFSU 0713877, in the amount of \$20,831 be established for a two year Maintenance Bond period.

INTRODUCED BY: Mr. Scarantino

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

I, Scott Lynn, Certifying Officer of The Township of Hillsborough 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 December 14, 2016.

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Scott Lynn, Certifying Officer

**Reminder – Employee Holiday Lunch**

Mr. Lynn informed the members that the Authority Holiday lunch will be held on Friday, December 16, 2016 at 12:00 here at the main office.

**SVSA 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 lists dated November 22, 2016 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund            -            December 14, 2016        \$439,910.02

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



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Scott Lynn, Executive Director