

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

WEDNESDAY, October 25, 2017

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, October 25, 2017, with the following members present:

Richard Nunn
Robert McCray
Frank Scarantino

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

Announcement – Open Public Meetings Act

Following the roll call, Vice Chairman Nunn 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, 2017.

Approval of Minutes

Mr. McCray moved that the minutes of the meetings of September 27, 2017 be approved as recorded by the Executive Director. The motion was seconded by Mr. Scarantino, and the roll call vote was: Mr. McCray – yes, and Mr. Nunn – yes, Mr Scarantino – 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.

Resolution – Transfer Existing Vac-Truck to the Hillsborough Township DPW

Mr. Lynn reported that the 1994 Vac-Truck 2100 currently in our inventory is too large to physically fit in about 60 percent of our pump stations. The Authority rarely uses the truck as intended because of this problem. As a result, Mr. Lynn suggested that the Authority transfer this truck to the Hillsborough DPW. Mr. Lynn went on to explain that the DPW could use the truck as part of the NJDEP BMP for Storm Water Regulations.

Mr. Lynn then stated the Authority could use a smaller pump tanker truck in its place.

Mr. Lynn also stated that he contacted the Hillsborough DPW and their supervisor will be by to look at the Vac-Truck 2100.

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

WHEREAS, Mr. Lynn has expressed the need to replace the Vac-Truck 2100 with a smaller more usable unit,

WHEREAS, Mr. Lynn has presented the notion of donating the Vac-Truck to the Hillsborough DWP;

WHEREAS, Mr. Lynn has recommended the donating of the truck if in fact the Hillsborough DWP will accept the truck. Should the DPW not want the truck, the truck will be sold at the Somerset County Public Auction.;

NOW THEREFORE BE IT RESOLVED, that Mr. Lynn be authorized to donate and/or transfer the Vac-Truck 2100 to the Hillsborough DWP should the DPW accept the truck.

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

Resolution: Purchase of New Maintenance Department Pickup Trucks

Mr. Lynn stated that in April of 2016 the Board approved the purchase of two Maintenance Department pickup trucks. It was determined to use the existing two trucks until this time. Now the trucks are in need of replacement.

Mr. Lynn reported the fleet of vehicles in the maintenance department are getting rather old, worn out and generating maintenance and reliability issues on a regular basis. As such, Mr. Lynn requested the purchase of two (2) Ford F-250 Pickup trucks to replace two (2) 2001 Ford Pickup trucks and one (1) utility bodied Ford pickup truck. The new pickup trucks will be for use by the maintenance department of the Authority.

The two existing 2001 Ford pickup trucks being replaced are 16 years old, have over 135,000 miles on them and are at the end of their service life. Mr. Lynn stated the new trucks will now have snow plows units.

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

WHEREAS, the Authority has determined it requires two replacement pickup truck vehicles in connection with its maintenance operations including one utility bodied truck; and

WHEREAS, funds to purchase said vehicles have been provided in the Authority's Capital Budget for the fiscal year ending November 30, 2017; and

WHEREAS, the State of New Jersey, Division of Purchase and Property, Department of Treasury has entered into State Contract No. A88727 for a 2016 Ford F-250 with 4-Wheel Drive and State Contract #A83577 Ford F250 Utility Body Truck;

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority that it hereby approves the purchase of two (2) Ford F-250 pickup trucks with at a total contract price not to exceed \$25,000 each and one (1) utility body truck not to exceed \$28,000.

INTRODUCED BY: Mr. McCray

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

Resolution: Purchase of an SUV for the Inspection Department

Tabled – This Agenda item is tabled until November.

Resolution – Ivy Hill Pump Station Gate and Check Valve Replacement

Mr. Lynn reported to the members that the gate and check valves at the Ivy Hill Pump Station are in need of replacement. Mr. Lynn stated the valves are original equipment from when the station was constructed in the early 1970's and both valves are not operational and have been so for some time. As a result Mr. Lynn has received quotes to remove and replace the valves. Mr. Lynn also stated that we do not have a means of shutting off the flow to the station if required.

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

WHEREAS, the Authority has determined it requires the replacement of the gate and check valves at the Ivy Hill Pump Station; and

WHEREAS, funds to replace the valves have been provided in the Authority's Budget for the fiscal year ending November 30, 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority that it hereby approves the replacement of the valves by the lowest quote, being Pumping Services with a not to exceed \$17,000.

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

Update – Sunny Mead Pump Station

Mr. Lynn reported that the report from the force main testing company was due in the condition of the two force mains would be evaluated. Mr. Lynn reported the controllers are still being rented from Pumping Services until the replacement unit is received.

Reminder – AEA Convention November 14-15, 2017

Mr. Lynn reminded the Board members of the AEA Conference and NJ League of Municipalities Convention in Atlantic City on November 14 and 15, 2017. Mr. Lynn also informed the members the AEA conference and events will be held at Caesars.

SRVSA Report

No report for October.

Claims List Approval

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

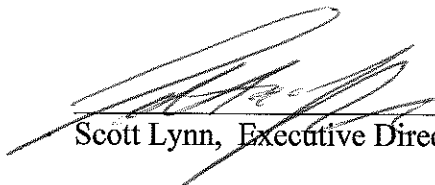
BE IT RESOLVED that the following claims list dated October 25, 2017 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund Claims List	\$139,964.23
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The motion and resolution were seconded by Mr. McCray and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, and Mr. Scarantino – yes.

Adjournment

There being no further business to come before the meeting, Vice Chairman Nunn 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