

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

Wednesday December 20, 2017

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday December 20, 2017, with the following members present:

Michael Avolio
Robert McCray
Frank Scarantino

Also present were Scott Lynn, Executive Director, and Peter Cipparulo, General Counsel. Absent were members Mr. Nunn 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, 2017.

Approval of Minutes

Mr. Lynn stated the minutes from November have to be tables until January since there where members absent who are needed to vote on the minutes.

BUSINESS FROM THE FLOOR

There was no business.

MATTERS FOR CONSIDERATION

Township of Hillsborough-Groundwater Discharge-Underground Storage Tank Site

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

UPDATE – Sunny Mead Pump Station

Mr. Lynn reported preliminary evaluations and planning are continuing for the pump station improvements.

RESOLUTION: BOND RELEASE –Maintenance Bond Release for C and F Development, LLC (Wiseman Enterprises, LLC)

WHEREAS, sanitary sewer facilities for C and F Development, LLC have been constructed and tested under the Authority's inspection and found acceptable;

WHEREAS, CF Development, LLC has requested the project be released from their Maintenance Bond;

NOW, THEREFORE, BE IT RESOLVED, that a Maintenance Bond, Letter of Credit No. F18545 in the amount of \$59,538 be released and the system now be taken over by the Authority.

INTRODUCED BY: Mr. Scarantino,

The motion and resolution were seconded by Mr. McCray, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – 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 20, 2017.

Scott Lynn, Certifying Officer

Resolution – Approval to prepare a Wetland Investigation and Environmental Study of the Sunny Mead Pump Station Site.

Mr. Lynn reported, prior to the start of the planning phase for the upgrades and improvements to the Sunny Mead Pump Station site that we have to determine if any and where any wetlands and environmental sensitive areas might be located onsite. Mr. Lynn stated that a Letter of Interpretation (L.O.I.) should be obtained from NJDEP. In order to secure an L.O.I. an environmental assessment, including the delineation and flagging of any potential wetlands and/or environmentally sensitive areas has to be prepared. Once the flagging is performed, a mapping and verification by NJDEP is required. The first stage is to contract an environmental and engineering firm to delineate and located any wetland/environmental sensitive areas. Mr. Lynn stated that several quotes had been obtained for providing such services. It should be noted the Authority's Engineer, Van

Note and Harvey was asked to provide a quote to perform such services and although they could perform the services, timing was an issue.

After further discussions by the members, Mr. Lynn recommended the hiring of David A. Stires Associates, LLC to perform the on-site environmental investigation and secure the L.O. I. from NJDEP.

WHEREAS, the Authority has determined it is necessary to prepare and submit to NJDEP for an L.O.I. at the Sunny Mead Pump Station site prior to further layout of the proposed improvements.

WHEREAS, Mr. Lynn stated that funds are allocated for such services in the Capital Budget.

WHEREAS, Mr. Lynn received a quote to perform such services in the amount of \$7,950 from David A. Stires Associates, LLC.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority that it hereby approves the hiring of David A. Stires Associates, LLC to perform the services required as stated above with a not to exceed amount of \$7,950.00.

SVSA Report

No Report

Claims List Approval

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

BE IT RESOLVED that the following claims lists dated December 20, 2017 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund	-	December 20, 2017	\$473,098.63
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The motion and resolution were seconded by Mr. Scarantino, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – yes, and Mr. Scarantino – yes.

Adjournment

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


Scott Lynn, Executive Director