

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

Wednesday, May 23, 2018

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, May 23, 2018, with the following members present:

Michael Avolio
Richard Nunn
Robert McCray
Greg Burchette

Also present were Scott Lynn, Executive Director, and Mr. Mark Wetter, General Counsel. Absent was member Frank Scarantino.

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 9, 2018.

Approval of Minutes

Mr. McCray moved that the minutes of the meetings of April 25, 2018, be approved as recorded by the Executive Director. The motion was seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray – yes, Mr. Nunn – yes, and Greg Burchette - abstain.

BUSINESS FROM THE FLOOR

There was no business.

MATTERS FOR CONSIDERATION

**Resolution – Plan Approval Apex Sports and Events, Apex Land Associates LLC
Sewer Extension, Block 175, Lots 23.01**

WHEREAS, an application has been received from Van Cleef Engineering Associates on behalf of the applicant for site plan approval of a proposed sanitary extension to service a

206,276 square feet in total of an indoor sports building and inflatable dome facility through Phase II, in Block 175, Lot 23.01 with; and

WHEREAS, plans for said site plan as prepared by Van Cleef Engineering Associates, dated January 31, 2018 consisting of twenty (20) 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. McCray, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – yes, and Mr. Nunn – yes, Mr. Burchette – abstain.

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 May 23, 2018.

**Resolution – Plan Approval 3087 Route 206 LLC, Permadur Industries and Sisco
Material Handling Sewer Extension, Lots 28, 29, 31.01 and 31.02 in Block 142**

WHEREAS, an application has been received from Van Cleef Engineering Associates on behalf of the applicant for site plan approval of a proposed sanitary extension to service a combination of office and manufacturing totaling 97,896 square feet through three phases in Block 142, Lots 28, 29, 31.01, and 31.02 with; and

WHEREAS, plans for said site plan as prepared by Van Cleef Engineering Associates, dated March 9, 2018 consisting of seventeen (17) 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. McCray

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – 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 May 23, 2018.

Resolution – Plan Approval Mary Ellen Guerrero Lot 62 in Block 147

WHEREAS, Mrs. Guerrero, owner of Lot 62 in Block 147 located on New Centre 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 pump and low pressure force main; and

WHEREAS, the onsite wastewater disposal system is failing and a gravity sewer line connection in Hodge Road is available for a connection of this property. However, the gravity line in Hodge 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 Hodge Road with the use of an on-site, privately maintained grinder pump; and

WHEREAS, the Authority recognizes the need for the connection of Lot 62 in Block 147 to alleviate the failing septic system, and

WHEREAS, an application has been received from Mary Ellen Guerrero for a sanitary sewer extension to service a residential dwelling on Lot 62 in Block 147 located on New Centre Road; and

WHEREAS, plans for said sanitary sewer extension as prepared by Van Cleef Engineering Associates, dated March 22, 2018 and revised through April 16, 2018, consisting of two (2) sheets, have been reviewed;

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. Mary Ellen Guerrero, 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 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 62 in Block 147 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. McCray

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – 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 May 23, 2018.

Annual Audit Report Fiscal Year Ending November 30, 2017

Mr. Lynn stated that he had hoped to have received the final audit from the Auditor prior to this meeting. However, according to the auditor, the State of NJ has not yet released the final pension numbers needed to finalize the audit. Mr. Lynn is hopeful that the audit will be completed by next month's meeting.

Update – Sunnymeade Pump Station Site and Chamber Design

Mr. Lynn reported to the members that a meeting with Mr. Hassan had taken place and that a conceptual design layout for the pump station is beginning to come along. Mr. Lynn stated the new location of the pumps and associated apparatus is being laid out to be the most cost effective by utilizing existing buildings and paved areas. Mr. Lynn then went on to update the members on the new outfall chamber design and show the members plans on how the bypass would be constructed, all within the existing easement currently established and is already in place. Mr. Lynn reported Van Note-Harvey is scheduled to be out at the chamber area soon to perform the required survey field work. Mr. Lynn reported the progress is proceeding along as expected.

Update – Millstone Borough

Mr. Lynn informed the members that the Millstone Borough is actively pursuing, once again, the agreement between the Authority and the Borough of Millstone as started by Mr. Offen back about eight months ago. As such, Mr. Lynn reported that he and Mr. Wetter had a meeting to go over the agreement thus far, and for Mr. Wetter to actively work on getting the agreement finalized.

SVSA Report

No Report

Claims List Approval

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

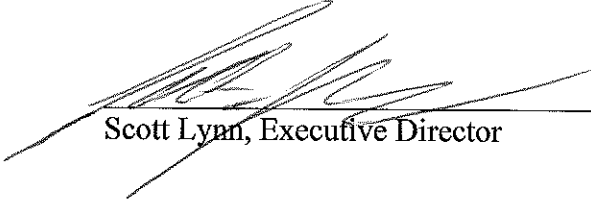
BE IT RESOLVED that the following claims lists dated May 23, 2018 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund - \$896,618.32

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


Scott Lynn, Executive Director